

TBD

Dr. Elisa Correa-Soto

Dr. Shannon O'Grady

Ms. Marcie Heywood

Ms. Genieve Holder

Mr. Joseph McGrath

TBD

Ms. Kimberly Rohring

Dr. Natasha Freeman-Mack

Deputy Superintendent

Asst. Superintendent, Secondary Curriculum & Instruction

Asst. Superintendent, Elementary Curriculum & Instruction

Asst. Superintendent, PRE K - 2

Asst. Superintendent, Human Resources

Asst. Superintendent, Chief Information & Data Officer

Asst. Superintendent, Exceptional Learners

Asst. Superintendent, Finance/Chief Financial Officer

Asst. Superintendent, Chief Equity Officer

DATE: August 20, 2025

MEMO: TO ALL SCHOOLS-PLEASE POST

FROM: Genieve Holder 
Assistant Superintendent of Human Resources

RE: Vacancy(ies)

This posting will close at 4:00 pm on
Friday, August 29, 2025
Repost

(Applicants must hold NYS Certification in the area they are applying)

At the present time the district has the following anticipated vacancy(ies):

Posting Number	Location	Teacher Position
TOSA-021	Horizons	IB Facilitator (Teacher on Special Assignment)

Job Goal: The IB Facilitator will take prime responsibility for the implementation of the program.

Qualifications: Teacher certification in an academic area preferred. **Must have Level 1 IB Training.**

Performance Responsibilities:

(1) IB Facilitator:

1. Ensure that the standards for implementation of the IB are understood, the program is planned, taught and assessed collaboratively.
2. Responsible for working with all members of the teaching team and be involved in whole-school planning, as well as in-school and out-of-school professional development.
3. Responsible for the communication with the relevant IBO regional office and the International Baccalaureate Curriculum and Assessment Center (IBCA).
4. Work with the teachers to develop the curriculum, provide resources, and support their professional development.
5. Work with students and staff to extend and enrich the curriculum in the area of Social Studies, Science, ELA, Math, PE, and the Arts.
6. Use and integrate technology and knowledge of outside resources in the implementation of the IB program.
7. Serve as a liaison between the school, the parents and community, interpreting IB activities and policies and encouraging participation in support of the IB program.
8. Respond to administrators' written and oral requests for information through required reports and documents in a timely manner.
9. Use curriculum integration strategies and share this knowledge with your colleagues to help plan effective curriculum units in the areas of Social Studies, Science, ELA, and Math.
10. Facilitate and lead the IB Exhibition.

- **Internal applicants must** submit a current resume and letter of interest to:

Office of Human Resources, 124 Grand St. Newburgh, NY 12550 **OR FAX to: 563-3468**

- **External applicants & Certified Newburgh Substitute teachers** must respond via the OLAS Web Site (www.olasjobs.org) on or before the above closing date.

GH:tc