

Ms. Onyx Peterson
Dr. Elisa Correa-Soto
Dr. Natasha Freeman-Mack
Ms. Genieve Holder
Mr. Joseph McGrath
Dr. Shannon O'Grady
Ms. Kimberly Rohring
Ms. Michelle Mc Kitty-Bromley

Deputy Superintendent
Asst. Superintendent, Secondary Curriculum & Instruction
Asst. Superintendent, Student Support Services
Asst. Superintendent, Human Resources
Asst. Superintendent, Chief Information & Data Officer
Asst. Superintendent, Elementary Curriculum & Instruction
Asst. Superintendent, Finance/Chief Financial Officer
Asst. Superintendent, Exceptional Learners

DATE: June 18, 2026
MEMO: TO ALL BUILDINGS-PLEASE POST
FROM: Genieve Holder
Assistant Superintendent, Human Resources

This posting will close on
Monday, June 22, 2026
Not holding to the 10 days

RE: Anticipated Internal Vacancies: Teacher on Special Assignment (Instructional Support Service)

***This anticipated position is contingent upon funding and is for the 2026-2027 School Year**

POSTING NAME: Instructional Coach

Positions: 1- Heritage Middle School

The Instructional Coach will work as a colleague with classroom teachers to support student achievement. The Coach will tailor assistance based on the goals and identified needs of individual teachers and in alignment with the Coaching for Excellence Program Theory of Action and the District Systems for Instructional Support. Through a variety of individual and group professional development avenues, the Instructional Coach will assist teachers in understanding and implementing strategies that promote active student engagement, differentiation, and outcomes-based learning. The Instructional Coach will participate in the Coaching for Excellence Program as set forth in the 2026-27 Title 1 School Improvement 1003 Coaching for Excellence Grant.

REPORTS TO: Building Principal

QUALIFICATIONS:

1. Minimum of three years teaching within the school **OR** at least one-year teaching within the school **AND** five years total teaching experience;
2. District earned tenure as of June 2026;
3. Must be a teacher in the building they will be providing the coaching support for;
4. Demonstrated success as a classroom teacher;
5. Extensive knowledge of a wide variety of instructional strategies and student grouping/classroom organizations to promote active student engagement and critical thinking;
6. Ability to facilitate professional development on instructional strategies;
7. Ability to turnkey instructional strategies with teachers
8. Familiarity with the content and research-based framework of the Science of Reading and the NYS Next Generation Learning Standards;
9. Familiarity with the NYS Teaching Standards and the NYS Professional Development Standards;
10. Experience with instructional programs and strategies for identifiable student populations such as English Language Learners and Students with Disabilities;
11. Familiarity with the methods and materials that promote technology-enhanced instruction;
12. Strong interpersonal skills;
13. Strong oral and written communication skills;
14. Understanding of adult learning theory;
15. Experience in designing and providing professional development through avenues such as in-service training, workshops, job-embedded facilitation, and small group work;
16. Ability to work collaboratively;

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17. Ability to maintain teacher confidentiality while communicating professional development needs of building staff;
 18. Experience in the analysis and use of data and student work to inform instructional decisions;
 19. Demonstrate knowledge of a variety of assessment tools and strategies;
 20. Demonstrate teacher leadership qualities when working with building administrators and on building initiatives.

Internal applicants from the identified school only. Position contingent upon funding from Title 1 School Improvement 1003 Coaching for Excellence Grant.

- **Internal candidates** must respond online through the District's website, under the "DISTRICT" tab, under "Employment with the District" Click on 'APPLY' alongside of the posting. Paper applications will not be accepted.