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Dr. Elisa Correa-Soto
Dr. Natasha Freeman-Mack
Ms. Marcie Heywood
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, PRE K - 2
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: January 7, 2026

MEMO: TO ALL BUILDINGS-PLEASE POST

FROM: Genieve Holder 
Assistant Superintendent for Human Resources

RE: **Anticipated Vacancy: Librarian III -Newburgh Free Library**

This posting will close at 4 pm on
Thursday, January 20, 2026

POSTING NUMBER: LIB3-002

****Librarian III position is Provisional and Contingent upon results of the Civil Service Exam when issued.**

DISTINGUISHING FEATURES OF THE CLASS:

The work involves overall responsibility for a major functional area of a library, such as Technical Services, Reference, Collection Development or Children's Services. The Librarian III has responsibility for coordination, administration and policy implementation for the assigned area to insure efficient operation. Work is performed under general supervision of the Library Director, Supervision is exercised over the work of subordinate professional, paraprofessional, clerical and volunteer personnel. Performs related work as required.

MINIMUM QUALIFICATIONS TO APPLY:

Master's Degree in Librarianship from a library school that is accredited by the American Library Association or recognized by the NYS Education Department as following accepted education practices and four years of professional library experience subsequent to receiving MLS.

SPECIAL REQUIREMENT FOR APPOINTMENT:

Possession of NYS Public Librarian's professional certificate.

A complete **job description** is on the District's website **www.newburghschools.org** under the '**DISTRICT**' tab/**Employment with the District.**

- **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.

PLEASE DO NOT EMAIL Ms. Holder directly.

GH:sp