




Ms. Onyx Peterson
 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: February 5, 2026
 MEMO: TO ALL SCHOOLS – PLEASE POST
 FROM: Genieve Holder 
 Assistant Superintendent for Human Resources

This posting will close at 4PM on
 Friday, February 20, 2026

RE: Anticipated Vacancies – **Part Time Library Guard – Newburgh Free Library (12 Month Position)**

At the present time the District has the following anticipated vacancy:

Posting Name	Location	Position
PTLG-NFL	Newburgh Free Library	1-Part Time Library Guard (12 Month Position) Approximately 25 hours per week. Flexible shifts in the morning and afternoons with some nights and weekends.

Requirements:

- 8 hour and 16 hour course completion certificate
- Security License
- High School Diploma or GED
- **Must submit proof of all of the above requirements.**
- **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** must respond via the OLAS Web Site (www.olasjobs.org) on or before the above closing date.
- **PLEASE DO NOT E-MAIL directly to Mrs. Holder.** Please use the 'Letter of Interest' template found on the district's web-site (www.newburghschools.org) under the District tab "Employment in the District"

GH: tc