




Ms. Onyx Peterson
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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: May 19, 2026
MEMO: TO ALL SCHOOLS – PLEASE POST
FROM: Genieve Holder 
Assistant Superintendent for Human Resources

This posting will close at 4PM on
Tuesday, June 2, 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”

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