



Ms. Onyx Peterson
Dr. Elisa Correa-Soto
Dr. Natasha Freeman-Mack
Dr. Madeline Diamond
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: September 11, 2026

MEMO: TO ALL SCHOOLS-PLEASE POST

FROM: Dr. Madeline Diamond
Assistant Superintendent of Human Resources

RE: CSEA – School Lunch Managers -2026-2027 SY

This posting will close at 4:00PM
on Monday, October 12, 2026

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

Posting Name	Title	Location	Requirements
School Lunch Managers	School Lunch Managers	District	Transfers or *Provisional

Funding Source: Cafeteria Fund

***School Lunch Manager positions are Provisional and Contingent upon results of the Civil Service Exam when issued.**

ACCEPTABLE EXPERIENCE AND TRAINING:

Three years of satisfactory experience in institution, hotel or restaurant food service, involving large quantity food service.

FOR PROMOTION:

Permanent status with the Newburgh Enlarged City School District as follows;

- A. 1 Year as a Cook Manager, OR
- B. 2 Years as a Cook

A complete job description can be found on the District's website at 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 E-MAIL directly to Dr. Diamond

MD:sp