



Dr. Jackielyn Manning Campbell Superintendent of Schools

Ms. Onyx Peterson
Ms. Elisa Correa-Soto
Dr. Shannon O'Grady
Mr. Christopher Bayer
Ms. Mary Ellen Leimer
TBD
Ms. Kimberly Rohring
Dr. Natasha Freeman-Mack

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

DATE: September 12, 2024

This posting will close at 4 PM on
Wednesday, September 25, 2024

MEMO: TO ALL SCHOOLS -- PLEASE POST

FROM: Mary Ellen Leimer
Interim Assistant Superintendent for Human Resources

RE: Internal Posting -- Stipend Positions-CSEA Bilingual Stipend 2024-2025 SY (CSEA Full Time Unit Members ONLY)

Anticipated Time Frame: July 2024 -- June 2025

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

Table with 2 columns: Posting Name, # Stipend Positions/ School Locations. Includes details for BIL-STIP positions in various buildings and at the Central Office, Hearing Office, and Newburgh Free Library.

Qualifications:

- Applicants must be able to demonstrate their proficiency with translating documents from English into Spanish as well as Spanish verbal translations.

Examples of Translation Duties:

- Interpreting during extended meetings between parents and administrators or teachers
Mandatory translation services during annual Parent-Teacher conferences and after school or other school events that require translation
Instances when parents bring in Spanish-language documents which require oral translation for a third party, and
Translation services at a building entrance for parents who require direction in order to be supported by the appropriate building personnel
Any additional Translation services that are required as determined by the building principal

Stipend Amount: \$2,500.00 Per Position (Pro-Rated)

Funding Source: General Fund

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.

PLEASE DO NOT E-MAIL directly to Ms. Leimer. Paper applications will not be accepted.

MEL: tc