

NEWBURGH

ENLARGED CITY SCHOOL DISTRICT

Ms. Onyx Peterson	Deputy Superintendent
Dr. Elisa Correa-Soto	Asst. Superintendent, Secondary Curriculum & Instruction
Dr. Natasha Freeman-Mack	Asst. Superintendent, Student Support Services
Ms. Marcie Heywood	Asst. Superintendent, Pre K - 2
Ms. Genieve Holder	Asst. Superintendent, Human Resources
Mr. Joseph McGrath	Asst. Superintendent, Chief Information & Data Officer
Dr. Shannon O'Grady	Asst. Superintendent, Elementary Curriculum & Instruction
Ms. Kimberly Rohring	Asst. Superintendent, Finance/Chief Financial Officer
Ms. Michelle Mc Kitty-Bromley	Asst. Superintendent, Exceptional Learners

DATE: January 21, 2026

TO: TO ALL BUILDINGS – PLEASE POST

FROM: Genieve Holder *WS3*
Assistant Superintendent of Human Resources

RE: INTERNAL Vacancy (ies) – Strengthening Families Program
-NSAA & NTA: Administrators & Teacher Assistants

This posting will close at 4PM on Friday,
January 30, 2026

Anticipated Time Frame: February- July 2026

Anticipated Dates: Wednesdays – February 11, 25 / March 4, 11, 18, 25 / April 8, 15, 22, 29 / May 6, 13, 20, 27/ June 3, 10, 2026

Hours: 5:00 PM – 8:45 PM

Location: TBD

In the event of a cancellation due to inclement weather, alternative dates will be on Friday- dates will be TBD. In the event of a cancellation, due to inclement weather or any other unforeseen cancellations the session(s) will be rescheduled for possible dates in July if necessary.

At the present time the district has the following anticipated vacancy (ies):

Title	# of staff needed	Miscellaneous Info: (requirements)
NSAA	2- Program Administrators	An administrator who supports this program with various phases of implementation, execution, and evaluation. Preference will be given to an Administrator who is certified as a Strengthening Families Program facilitator. Responsibilities will include: Ensuring a welcoming, safe, and equitable environment for McKinney-Vento families and families of students within the NECSD. Knowledge of the McKinney-Vento Act Knowledge of McKinney-Vento scholars and their families. Must be knowledgeable of the 12 essential skills and teaching models to be a SFP “Family Coach”. Strong collaboration and interpersonal skills.
NTA	2- Teacher Assistants 1-Sub (Position may be shared, with designated dates)	The Teacher Assistant will support the program by monitoring younger children/siblings of participants who are engaging in the workshop sessions. They will engage in structured activities (eg, coloring, story time, playing board games and other learning-focused activities, etc.) with the children and maintain a safe and positive learning environment.

Funding Source: Federal/ McKinney-Vento Grant

REMUNERATION: (Administrators) As per the hourly contractual rate of the NSAA Collective Bargaining Agreement.

REMUNERATION: (Teaching Assistant) As per the hourly rate of the NTA Collective Bargaining Agreement.

NOT TO EXCEED 4 HOURS PER SESSION PER POSITION

INFORMATION SESSION: February 11, 2026 – 5:00 PM

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 email Ms. Holder. Paper applications will not be accepted.

GH:sp