



Ms. Onyx Peterson
Dr. Elisa Correa-Soto
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: June 17, 2026
MEMO: TO ALL BUILDINGS-PLEASE POST
FROM: Genieve Holder
Assistant Superintendent of Human Resources

This posting will end at 4:00 PM on
Monday, June 22, 2026
Not holding to the 10 days

RE: **Anticipated Internal Vacancy –Teacher on Special Assignment –School Transformation Instructional Specialist**

POSTING NAME: School Transformation Instructional Specialist

About the School Transformation Instructional Specialist

The Instructional Specialist will work as a colleague with TSI and CSI classroom teachers to support student learning. Through a variety of individual and group professional development avenues the Instructional Specialist will assist teachers in understanding and implementing strategies that promote active student engagement, differentiation, and outcomes-based learning.

The Instructional Specialist will maintain teacher confidentiality as they communicate regularly with the building administrators regarding program instructional needs and progress. The Specialist will report directly to the Director of Planning and Accountability. The scope of work of the Specialist will be provided by the Director of Planning and Accountability after consultation with leaders from Curriculum and Instruction. Supervision of the implementation of the work will be conducted by the Director of Planning and Accountability in collaboration with the building Principal.

Qualifications

- Minimum of five years of successful K – 12 teaching experience;
- Extensive knowledge of a wide variety of instructional strategies and student grouping/classroom organizations to promote active student engagement and critical thinking;
- Familiarity with the content and research-based framework of the NYS Next Generation Learning Standards;
- Experience with instructional programs and strategies for student populations such as English Language Learners and Students with Disabilities;
- Familiarity with the methods and materials that promote technology-enhanced instruction;
- Strong interpersonal skills;
- Strong oral and written communication skills;
- Experience in designing and providing professional development through avenues such as in-service training, workshops, job embedded facilitation, and small group work;
- Ability to work collaboratively;
- Ability to maintain teacher confidentiality while communicating professional development needs of building staff;
- Experience in the analysis and use of data and student work to inform instructional decisions;
- Demonstrate knowledge of a variety of assessment tools and strategies;
- Demonstrate teacher leadership qualities when working with building administrators and on building initiatives.

A complete job description can be found on the District’s website at www.newburghschools.org under the ‘DISTRICT’ tab/Employment with the District.

Funding Source: General Fund

- **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**
- GH:sp