



Ms. Onyx Peterson
Ms. Elisa Correa-Soto
Dr. Shannon O'Grady
Mr. Christopher Bayer
Ms. Mary Ellen Leimer
Mr. Joseph McGrath
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: January 31, 2025

This posting will close at 4 PM on
Monday, February 10, 2025

MEMO: TO ALL SCHOOLS – PLEASE POST

FROM: Mary Ellen Leimer 
Interim Assistant Superintendent of Human Resources

RE: Anticipated Vacancies –Temporary Leave positions (2024-2025 SY)

At the present time the District is anticipating vacancies in the District for certified Teaching Assistants.

Posting Name	# of Positions	Location	Time Frame**
TAST-021; TASP-033	2	GLA	Feb. 2025 – June 2025
TASP-043	1	MHS	Feb. 2025 – June 2025
The positions listed above are temporary positions. Salary plus benefits, non-probationary appointments** Time frames are an approximation.			

Funding Source: General Fund

QUALIFICATIONS:

- **Must have valid NYS Teaching Assistant certification (Level 1, Level 2, Level 3; or continuing) with an expiration date beyond August 31, 2025.**
- **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.

MEL: tc