

**POUGHKEEPSIE CITY SCHOOL DISTRICT
BOARD OF EDUCATION
DEPARTMENT OF HUMAN RESOURCES**

**RECRUITMENT BULLETIN # 20-21-99
OCTOBER 2020**

3214 HEARING OFFICER

NOTICE OF POSITION

POSITION:

The Superintendent of Schools, Dr. Eric Jay Rosser, is interested in receiving applications from qualified candidates for the position of:

3214 HEARING OFFICER

APPLICATION:

Candidates must complete an on-line application available through the Human Resources tab at www.poughkeepsieschools.org and submit a resume. Resume must include recent professional development.

QUALIFICATIONS:

Candidates must hold a Master's degree and a New York State School District Administrator (SDA or SDL) or School Building Leader (SBL) Certificate or NYS attorneys with Juris Doctorate (experience in educational law). The candidate must demonstrate knowledge of New York State Laws §3214

DUTIES:

Under the direction of the Executive Director of Students with Exceptionalities the hearing officer will be responsible for, but not limited to, the following duties:

- Conducting Superintendent's long-term suspension hearings,
- Complete all written documentation

APPOINTMENT:

Appointment will be made by the Board of Education upon the recommendation of the Superintendent following assessment of training, experience, credentials and evaluation of service. Personal interviews shall be conducted where appropriate.

SALARY:

\$300.00 per case

**FINAL DATE
FOR FILING:**

Multiple candidates needed. Open until filled

**SEND LETTER
OF INTEREST:**

Dr. Timothy Wade
Assistant Superintendent of Administrative Services
18 South Perry St.
Poughkeepsie, New York 12603
cc:hroffice@poughkeepsieschools.org

