

**BOARD OF EDUCATION
DEPARTMENT OF HUMAN RESOURCES
18 SOUTH PERRY STREET
POUGHKEEPSIE, NEW YORK 12601**

**RECRUITMENT BULLETIN 21-22-152
NOVEMBER 2021**

**ENL BUILDING COORDINATOR
POUGHKEEPSIE CITY SCHOOL DISTRICT**

NOTICE OF POSITION

POSITION:

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

**SCHOOLWIDE ENL BUILDING COORDINATOR
POUGHKEEPSIE CITY SCHOOL DISTRICT**

APPLICATION

Candidates must complete an application (letter of interest and resume'). Poughkeepsie City School District is looking to hire one ENL teacher per building to work collaboratively with Task Force members in order to identify, plan, and develop programs that address the PCSD's Learning Plan as it pertains to the ENL population and meeting the needs of ENL students.

QUALIFICATIONS:

- Candidates must possess a TESOL Certification.
- Candidates must be willing to participate and be available to engage in two monthly meetings in person with the district ENL coordinator.

Commitment to Equity: Passionate about closing the achievement gap and ensuring that every child, regardless of background or circumstance, receives an excellent education.

Leadership: Coaches, mentors, and challenges others to excel despite obstacles and challenging situations.

Focus on Data-Driven Results: Relentlessly pursues the improvement of central office performance and school leadership, instruction, and operations, and is driven by a desire to produce quantifiable student achievement gains.

Innovative Problem-Solving: Approaches work with a sense of possibility and sees challenges as

opportunities for creative problem solving; takes initiative to explore issues and find potential innovative solutions.

Adaptability: Excels in constantly changing environments and adapts flexibly in shifting projects or priorities to meet the needs of a dynamic transformation effort; comfortable with ambiguity and non-routine situations.

Teamwork: Increases the effectiveness of surrounding teams through collaboration, constant learning and supporting others; sensitive to diversity in all its forms; respects and is committed to learning from others

Dependability: Does whatever it takes to consistently deliver with high quality under tight deadlines; successfully manages own projects through strong organization, detailed work plans, and balancing of multiple priorities.

Communication and Customer Service Skills: Communicates clearly and compellingly with diverse stakeholders in both oral and written forms; anticipates and responds to customer needs in a high-quality and courteous manner.

Candidates with prior experience in an urban school district with a large racially and economically diverse population are preferred and encouraged to apply.

DUTIES and Responsibilities

Perform other duties as assigned by the principal and/or ENL coordinator :

- ENL Stakeholders will collaboratively meet to:
 - discuss and review the tenants of the CEEP plan that are pertinent to the PCSD.
- ENL Stakeholders will then:
 - review data to extrapolate pertinent information and to determine areas in need of improvement (for the LEP Student population of the PCSD) as per the CEEP Plan.
- ENL Stakeholders will ultimately:
 - devise strategies to ameliorate the learning outcomes of ENL Students within all linguistic proficiencies.
- Provide opportunities for NYS TESOL certified staff to participate in and have a role in helping to create programs and recommendations which directly impact the PCSD Learning Plan.
- Participants will identify areas of improvement and work collaboratively and creatively to find suggested solutions to these areas.
- Participate in two, in person, meetings per month
- Must be willing and able to research, design and plan for implementation

- Must be able to demonstrate knowledge of ENL CR Part 154, data monitoring and organizational skills

APPOINTMENT:

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

SALARY: In accordance with the PPSTA contract.

FINAL DATE

FOR FILING: Open until filled

**SEND APPLICATION
& RESUME TO:**

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gmott@poughkeepsieschools.org

Mr. Gregory Mott
Assistant Superintendent of Elementary Education
Poughkeepsie City School District
18 South Perry Street
Poughkeepsie, New York 12601

cc: lclark@poughkeepsieschools.org

The Poughkeepsie City School District is an Equal Opportunity Employer and does not discriminate on the basis of sex, race, religion, national origin, disability, age, or marital status; nor does it apply any other arbitrary measure which would tend to deprive persons of their constitutional rights.