

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

INTERNAL

**RECRUITMENT BULLETIN # 22-23-243
MAY 2023**

**EXTENDED SCHOOL YEAR (SWED)
SUBSTITUTE SPECIAL ED TEACHERS**

NOTICE OF POSITION

POSITION:

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

**SUBSTITUTE SPECIAL EDUCATION TEACHERS - 6 WEEK SUMMER PROGRAM
(Minimum of 6 Consecutive Weeks)**

**EXTENDED SCHOOL YEAR SUMMER PROGRAM FOR
STUDENTS WITH EXCEPTIONALITIES**

QUALIFICATIONS:

NYS Special Education Teaching Certificate required.

DUTIES:

The Poughkeepsie City School District (PCSD) is committed to providing students and parents with pathways to opportunity that will lead to achievement and success. Through student-centered affective and transformational leadership, school and community engagement, and an unrelenting pursuit to achieve greater school outcomes for children, the Poughkeepsie City Schools is focused on developing and growing greater access, equity, opportunity, and quality across PCSD.

RESPONSIBILITIES:

A substitute teacher is responsible for providing instruction, managing the classroom environment, and promoting student learning in the absence of the regular classroom teacher. Substitute teachers must implement teacher lesson plans, assign student class work and homework, maintain classroom control and discipline. In some cases substitute teachers may be required to complete a daily report or evaluation to communicate any pertinent information resulting from the day's events. Substitutes must have teaching capabilities and be able to follow oral and written directions. Establishing effective working relationships with staff and students is very important.

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:

**RATE AS DETERMINED BY CONTRACT
TO BE PAID FROM THE SPECIAL AIDE FUND**

EFFECTIVE DATE: SET UP DAY: JULY 5, 2023
INSTRUCTION RUNS: JULY 6, 2023 - AUGUST 16, 2023

TO APPLY: PLEASE SEND A LETTER OF INTEREST TO:
DR. IRIS GOLIGER, EXECUTIVE DIRECTOR OF STUDENTS
WITH EXCEPTIONALITIES, igoliger@poughkeepsieschools.org
cc: SOLITA MORAN-FRYE, smoran-frye@poughkeepsieschools.org

Previous Extended School Year staff members that are interested in working for the program must submit a letter of interest.

Internal applicants may apply with only a letter of interest including permission for the screening committee coordinator to review their personnel files. They are also welcome to submit any additional documentation to support their candidacy. 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.