

**BOARD OF EDUCATION  
DEPARTMENT OF HUMAN RESOURCES  
18 SOUTH PERRY STREET  
POUGHKEEPSIE, NEW YORK 12603**

**RECRUITMENT BULLETIN # 20-21-268  
MAY 2020**

**AIS ELEMENTARY MATH TEACHER  
POUGHKEEPSIE CITY SCHOOL DISTRICT**

**INTERNAL**

**NOTICE OF POSITION**

**POSITION:**

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

**AIS MATH TEACHER ELEMENTARY**

**APPLICATION**

Candidates must complete a letter of interest for consideration of appointment. Please provide college transcripts of math coursework. Please provide a resume. Please respond with your application with a 500 word essay listed below under Application Requirement.

**QUALIFICATIONS:**

Valid New York State teaching certification in Elementary Education. Additional certification in Students with Disabilities is helpful. Strong math background required (please provide college transcripts of math coursework).

**JOB SUMMARY:**

Position requires the planning, organization, and implementation of the appropriate instructional program to address the learning needs of the students. All AIS Math teachers will be required to guide and encourage students to develop and fulfill their potential in Mathematics.

**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 effective 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.

Under the direction of building administration, the AIS Math teacher:

1. Provides direct instruction to students identified as eligible for math and/or reading services in individual, and/or small group settings that facilitate active learning experiences.
2. Uses identified needs to guide the learning process toward student achievement of the district's math content standards.
3. Establishes clear objectives for all lessons, units and projects using formal and informal assessment

data obtained from students.

4. Uses a variety of manipulatives and hands-on activities to support content standards and the needs and capabilities of the individuals or student groups involved.
5. Creates a classroom environment and research-based program of study that is conducive to learning and appropriate to the maturity and interests of the students.
6. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.. district.
7. Make provisions for being available to students and parents for education related purposes outside of the instructional day when required or requested to do so under reasonable terms.
8. Conducts and participates in needed parent conferences and telephone conferences.
9. Conducts student assessments to identify those eligible for intervention services, to plan instruction, and/or to assist staff members in learning various assessment techniques.
10. Assess the accomplishments of students on a regular basis and provide progress reports as required.
11. Collaborates, as needed, with appropriate personnel regarding students who may need specialized interventions. Strives to maintain and improve professional competence through professional development activities. Participates in discussions or activities focused on using research to improve math. Participates in staff development focused on the delivery of math intervention and assessment. Provide for the care and protection of school property. Use relevant technology to support instruction. Provide a variety of math learning materials and resources for use in educational activities.
12. Manage student behavior, maintain discipline by establishing classroom rules procedures enforcing classroom, school, and district rules and procedures.
13. Foster and maintain effective communication with parents and/or guardians.
14. Stay current with the most recent developments in appropriate subject area as initiated by the school or district.
15. Maintains accurate, complete, and correct records as required by law, district policy, administrative guidelines, or specific program requirements.
16. Assists the administration in implementing all policies and rules governing student life and conduct, and, for the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
17. Provides written evidence of preparation upon request of immediate supervisor.

### **APPLICATION REQUIREMENT:**

Please respond with your application with a 500 word essay responding to the following prompt:

Please detail how you would as a Mathematics AIS teacher incorporate the district's goal of improving the math achievement of struggling learners. Be sure to outline the math instructional supports you propose to implement that will excel student learning and develop a love for mathematics.

### **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 will be conducted.

**FINAL DATE  
FOR FILING:**

June 8, 2021

Handwritten signature of Timothy Wade in black ink.

**SEND LETTER OF INTEREST TO:**

Dr. Timothy Wade  
Assistant Superintendent for Administrative Services  
18 S. Perry St. Poughkeepsie, NY 12603  
cc:[hroffice@poughkeepsieschools.org](mailto:hroffice@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.