

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

INTERNAL

**RECRUITMENT BULLETIN # 21-22-43
*NOVEMBER 2021**

***UPDATED**

**SCHOOL STORE
POUGHKEEPSIE HIGH SCHOOL**

NOTICE OF POSITION

POSITION:

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

**SCHOOL STORE
POUGHKEEPSIE HIGH SCHOOL**

APPLICATION

A resumé and a letter of interest is required for consideration of appointment.

QUALIFICATIONS:

NYS Teaching Certification 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 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.

- Supervise student participation in working the PHS PRIDE School Store (teach them to keep inventory, stock items, discussions around items needed, etc)
- Oversee inventory
- Work with Principal and Principal's secretary to order items for the store
- Accept items that are donated
- Oversee the store hours - Before School 7: 10 am - 7:40 am Tuesdays and Thursdays and 2:45 pm - 3:45 pm
- Meet with student interns twice per month
- Provide ongoing data to Principal / meet upon request

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.

**FINAL DATE
FOR FILING:**

*Open until filled

SALARY:

In accordance with the PPSTA contract

***SEND RESUMÉ AND
LETTER OF INTEREST TO:**

Ms. Kelleyann Royce-Giron
Poughkeepsie High School Principal
kroyce@poughkeepsieschools.org
mgilroy@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.