

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

**INTERNAL**

**RECRUITMENT BULLETIN # 22-23-206  
MARCH 2023**

**PROFESSIONAL LEARNING INSTRUCTOR  
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:

**PROFESSIONAL LEARNING INSTRUCTORS  
OFFERED THROUGH THE TEACHER CENTER**

**APPLICATION:**

Candidates must complete an application available to print through the Human Resources Tab [www.poughkeepsieschools.org](http://www.poughkeepsieschools.org).

**QUALIFICATIONS:**

Candidates must possess a Master's degree, and a New York State School District Administrator (SDA), or School Building Leader (SBL) certificate by the time of appointment. Candidates must have worked as an Instructional Coach in a Core Content Area in K -12 education.

PCSD Professional Learning Instructors have the primary responsibility to offer in-person and/or virtual courses to support teachers as they continue to develop skills in their area of specialty or interest through the Teacher Center. This role is frequently combined with classroom support; professional learning instructors often plan with teachers to demonstrate, co-teach, observe and offer feedback.

**DUTIES:**

The Poughkeepsie City School District (PCSD) is committed to aligning resources (human and fiscal) strategies to develop and support highly effective teaching and learning. The Professional Learning Instructor will seek opportunities to analyze, apply, engage and teach best-practices in education based on research. The Professional Learning Instructors will work to advance content knowledge, instructional pedagogy and best practices through courses offered to all instructional staff.

Under the leadership of the Assistant Superintendent of Elementary Education, the duties of the PCSD Professional Learning Instructors include, but are not exclusively limited to the following:

**COURSES OFFERED:**

- Classroom Management - to support the educator in acquisition of skills and knowledge that will create safe, secure, supportive, and equitable learning environments for all students to achieve.
- Content Knowledge – to acquire knowledge of the subject matter and curriculum.
- Instructional Delivery - to expand the educator's knowledge and skills necessary to provide rigorous, developmentally appropriate instructional strategies and assessments of student progress.
- Preparation - to support the teacher in appropriately preparing lesson plans, units, etc.
- Student Development - to support the application of developmentally appropriate instructional strategies meeting the diverse needs of all students.
- Student Assessment - to assist the implementation of assessment techniques, based on data, to measure student progress.
- Collaboration - to increase knowledge, skills, and opportunities to collaborate thereby improving instruction and student achievement in a respectful and trusting environment.
- Community – to engage and collaborate with parents, caregivers, families, and other community members as active partners in children's education.
- Technology – to promote technological literacy, for educators and/or students, and facilitate the effective use of all appropriate technology.
- Reflective and Responsive Practices - to review and effectively assess practice using multiple sources of evidence and data to help sustain continuous professional growth and student growth.

<b>Anticipated Effective Date:</b>	<b>March 2023</b>
<b>Salary:</b>	<b>\$65/hour</b>
<b>Application Deadline:</b>	<b>Open until filled</b>
<b>Send Resume &amp; Letter of Interest:</b>	<b><a href="mailto:stoplanaj@poughkeepsieschools.org">stoplanaj@poughkeepsieschools.org</a> Administrative Assistant for Elementary Education 18 South Perry Street Poughkeepsie, New York 12601</b>

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.