

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

INTERNAL

RECRUITMENT BULLETIN # 22-23-281

MAY 2023

**TEACHING ASSISTANTS FOR PHS 9-12
SUMMER PROGRAM - ANTICIPATED
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:

**(2) TWO TEACHING ASSISTANTS FOR PHS 9-12 SUMMER PROGRAM - ANTICIPATED
POUGHKEEPSIE CITY SCHOOL DISTRICT**

QUALIFICATIONS:

Teaching Assistant certification preferred

APPLICATION:

Candidates must complete a resume and a letter of interest for consideration of appointment.

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.

The PCSD 9-12 Summer Program will provide targeted academic support for students who are "at risk." Teachers will provide both enrichment and academic interventions in ELA and math to reduce learning loss over the summer months and to support skills development in areas of struggle in preparation for the next grade level. The Teaching Assistants will provide support to teachers and administrators in the 9-12 Summer Program.

Responsibilities include:

- Assist in designing lessons and providing core academic instruction utilizing various instructional methods and strategies such as technology assisted instruction, individualized and small group activities;
- Assist in utilizing grade level appropriate, research-based curriculum techniques to ensure student progress;
- Assist in maintaining accurate data to monitor student progress and attendance records;
- Assist in establishing a well-organized, attractive and relaxed classroom atmosphere in a print rich environment; and
- Other duties assigned by the administrator.

APPOINTMENT:

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

EFFECTIVE DATE:

July 6, 2023 - August 10, 2023
Monday - Thursday, 9am-1pm for the program
AND Regents Days: Aug. 16-17, 8am-5pm
Not to exceed 110 hours per teaching assistant

SALARY:

PSPPA Rate - Active PSPPA Members

FINAL DATE
FOR FILING:

June 8th, 2023

TO APPLY:

Please send a letter of interest to:
Mariya Pushkantser, Director of Secondary Education
mpushkantser@poughkeepsieschools.org
cc: Francesca Bouffard, fbouffard@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.