

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

INTERNAL

**RECRUITMENT BULLETIN # 21-22-68
OCTOBER 2020**

**YEARBOOK COORDINATOR
POUGHKEEPSIE MIDDLE 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:

**YEARBOOK COORDINATOR
POUGHKEEPSIE MIDDLE SCHOOL**

APPLICATION

A letter of interest and a resumé 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.

Oversees selecting and training students for their roles, provides guidance and encouragement, develops a style guide and theme, manages deadlines, completes final reviews and works with Lifetouch for publishing and signs off before printing. Also looks for people to advertise in the yearbook to offset student costs

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:** September 17, 2021

SALARY: In accordance with the PPSTA contract

SEND LETTER OF INTEREST TO: Mr. Joe Mazzetti
Interim Poughkeepsie Middle School Principal
jmazzetti@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.