



Peekskill City School District

Our mission is to educate and empower all students to strive for excellence as life-long learners who embrace diversity and are contributing members of a global society.

**Office for
Administrative Services**

Administration Center, 1031 Elm Street, Peekskill, NY 10566-3499
Phone: (914) 737-3300, Ext. 1550/1551 • Confidential Fax: (914) 788-7580
Email: HR@PeekskillSchools.org

PLEASE POST IN APPROPRIATE AREAS

PERSONNEL BULLETIN #2425-059

ANTICIPATED VACANCIES

July 2, 2024

POSITION: **Classroom and 1:1 Teacher Aide Substitute(s) Per Diem –Part-Time Availability (PTA)**

LOCATION/S: Elementary & Secondary Level; District Wide

SPECIAL REQUIREMENT: In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.

RESPONSIBLE TO: Building Administration: Principal and Assistant Principal/s.

EXAMPLES OF WORK:

- Provides assistance in direct support of a teacher;
- Provides physical aid to the teacher in such areas as maintaining bulletin boards, making posters, obtaining and returning reference materials, distributing various materials and supplies, setting up audio-visual, computer, television and laboratory presentations as required;
- Assists in proctoring and other tasks related to the administration of examinations;
- May be assigned to work with children with disabilities as a one-on-one aide, providing assistance with taking notes, helping with mobility issues, assisting with personal care issues, etc.;
- May provide assistance to students with various disabilities in use of technology and equipment adaptation to facilitate learning, mobility and/or communication;
- May maintain order and discipline in the temporary absence of the teacher or in the classroom, hallways, lunchrooms, etc., on either a regularly assigned or occasional basis;
- Teaching and or working with children experience preferred;
- Does related work as required;

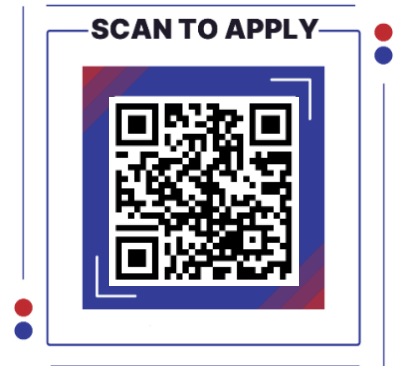
- Multilingual applicants encouraged to apply.

<u>WORK DAY/S:</u>	6.50 hours per day (Classroom Teacher Aides) or 7.00 hours per day (1:1 Teacher Aides). Follows the ten (10) month school district instructional calendar.
<u>SALARY:</u>	\$16.00 per hour. As worked, without benefits; Maximum of four (4) days per week.
<u>START DATE:</u>	2024-2025 School Year.
<u>CLOSING DATE:</u>	Continuous recruitment through December 31, 2024.

Click to learn more about Peekskill

[Recruitment Video](#)

[District Highlights & Media Sites \(Flyer\)](#)



INSTRUCTIONS TO APPLICANTS:

Scan above or submit letter of interest and resume on-line to: [**https://Bit.ly/PCSDOLAS**](https://Bit.ly/PCSDOLAS)

If you are a Peekskill resident and/or a Peekskill Alumni and are interested in applying, please submit a letter of interest and resume to Mr. Lewis, Assistant Superintendent for Administrative Services at [**hr@peekskillschools.org**](mailto:hr@peekskillschools.org)

Please do not submit additional materials via: e-mails sent directly to School District employees; the U.S. mail; hand-delivery; or fax machine.

The Peekskill City School District is an Equal Opportunity Employer and does not discriminate against employees, students, or applicants on the basis of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, or veteran status in hiring, educational programs and activities it operates. Candidates must submit to fingerprints clearance.