



JOB POSTING #14
PLEASE POST

The City School District of Albany, New York
An Equal/Affirmative Action Employer

Date of Posting: July 24, 2017

Position(s): Abrookin Extended Day Coordinators (2)

Location(s) Abrookin Career and Technical Center

Requirements: New York State Teacher Certification

Salary: \$40.50 per hour

Hours: 8 hours per week

Deadline for Applying: August 7, 2017

General Information:

- Supervise Abrookin Extended Day Program faculty and staff (including substitutes)
- Liaison to AHS Operations Principals and AHS Guidance Counselors and ACTC Principal
- Conduct student intakes and communicate with parents and guardians
- Liaison to Special Education Director, staff and students
- Coordinates security with the Director of Security
- Ensure regents exams are properly administered to the appropriate students
- Teaching duties where appropriate

Send a cover letter, resume and application to:

Email: humanresources@albany.k12.ny.us

City School District of Albany
Office of Human Resources
1 Academy Park
Albany, N.Y. 12207

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