

POSTING NAME: Stipend – Program Facilitator for the 21st Century Community Learning Centers Grant Initiative

LOCATION: Districtwide

FUNDING SOURCE: Federal – 21st Century Community Learning Centers Grant

The Newburgh Enlarged City School District is seeking an internal candidate who is a NYS certified teacher to serve as a **21st Century Program Coordinator/Facilitator**. This is a stipend position. This position is designed to assist the district in the implementation, management, operations, and evaluation of the 21st Century Community Learning Centers grant initiative. The goal of the role is to improve educational and other outcomes, such as increase student attendance and decrease student behavioral referrals; develop a program that will increase parent involvement in student learning and school governance.

Responsibilities Include:

- Coordinating meetings with key stakeholders before, during, and after the project begins
- Communicating with district and building administrators, district and building staff, and parents and students about the program
- Ensuring that community partners are performing responsibilities to a satisfactory level
- Facilitating the programs related to this project at Gidney Avenue Magnet School, Horizons on the Hudson Magnet School, Balmville Magnet School and Vails Gate STEAM Academy
- Making appropriate adjustments to meet program goals
- Creating and submitting all grant and/or district required reports
- Monitor activities that are focused upon student achievement that include but are not limited to the following; attendance, behavior, and state and local tests.
- Monitor and assess multiple aspects of the 21st Century Community Learning Centers grant initiative to ensure the district's and community partners' compliance with contractual obligations.
- Track 21st Century Community Learning Centers grant initiative (for Gidney Avenue Magnet School, Horizons on the Hudson Magnet School, Balmville Magnet School and Vails Gate STEAM Academy) expenditures and, where applicable, create action plans in order to implement the grant.
- Act as a liaison between the district, community partners, parents, and other stakeholders.

Preferred Qualifications:

- NYS certified teacher with a NYS SDL or SDA certification preferable, but not required
- Demonstrated ability to develop and oversee budgeting and finances
- Experienced in the analysis and use of data and student work to inform instructional decisions
- Experienced with programs

- Ability to support district and building level staff, community partners, students and their families in development and implementation of strategies that will increase student attendance, decrease behavioral referrals, parent involvement and foster community partnerships to improve student outcomes.
- Demonstrated knowledge of a variety of assessments tools and strategies
- Ability to work collaboratively and promote a culture of collaboration
- Ability to meet deadlines and complete reports in a timely manner.

Compensation:

- **Stipend Position**
- **Stipend Amount:** \$9,800
- **Term:** March 11, 2026 – June 26, 2026