



Ms. Onyx Peterson
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Dr. Natasha Freeman-Mack
Dr. Madeline Diamond
Mr. Joseph McGrath
Dr. Shannon O'Grady
Ms. Kimberly Rohring
Ms. Michelle Mc Kitty-Bromley

Deputy Superintendent
Asst. Superintendent, Secondary Curriculum & Instruction
Asst. Superintendent, Student Support Services
Asst. Superintendent, Human Resources
Asst. Superintendent, Chief Information & Data Officer
Asst. Superintendent, Elementary Curriculum & Instruction
Asst. Superintendent, Finance/Chief Financial Officer
Asst. Superintendent, Exceptional Learners

September 2, 2026

MEMO: TO ALL SCHOOLS-PLEASE POST

FROM: Dr. Madeline Diamond
Assistant Superintendent of Human Resources

RE: Anticipated Vacancy: Librarian I – Newburgh Free Library

This posting will end at 4:00PM on
Wednesday, September 16, 2026

Librarian I - *Provisional appointment

Librarian I position is *Provisional and Contingent upon results of the Civil Service Exam when issued.

GENERAL STATEMENT OF DUTIES:

The work involves responsibility for basic level librarian duties. Employees in this class are expected to perform specific applications of professional duties under the general supervision of other professional Librarians. Supervision may be exercised over Library Assistants, Pages and Volunteers. Performs related work as required.

MINIMUM QUALIFICATIONS:

Masters Degree in Librarianship from a library school that is accredited by the American Library Association or recognized by the NYS Education Department as following accepted education practices.

SPECIAL REQUIREMENT FOR APPOINTMENT:

Possession of NYS Public Librarian's professional certificate.

A complete job description is on the District's website www.newburghschools.org under the 'DISTRICT' tab/Employment with the District.

- **Internal applicants must** submit a current resume and letter of interest to:

Office of Human Resources, 124 Grand St. Newburgh, NY 12550 **OR** FAX to: 845-563-3468

- **External applicants** must respond via the OLAS Web Site (www.olasjobs.org) on or before the above closing date.

MD:sp