PLEASE POST IN APPROPRIATE AREAS
PERSONNEL BULLETIN #2425-86
ANTICIPATED VACANCIES
August 5, 2024

POSITION: 2024-2025 Great Potential High School Site Director (2)
2024-2025 Great Potential Middle School Site Director (1)

LOCATION: Peekskill High School/ Middle School

Job Qualifications: School Counselor preferred

Job Description: “The mission of the Great Potential Program is to motivate, educate and encourage students to achieve personal and academic success by fostering a collaborative effort of services preparing students for high school graduation, post-secondary educations and/or the workforce. This is accomplished through cooperative relationships between schools, colleagues, businesses and community-based organizations”

In considering the above mission, GPP Site Directors are expected to perform the following:

- Facilitate and assist in the recruitment of up to 30 students to receive mentoring, tutorial and other enrichment services locally in order to maintain projected student count for your site.
- Attend, at minimum (80%) of the scheduled monthly Site Directors meetings and other staff development training as appropriate.
- Serve as program support staff and liaison at the local site between the administrative staff and GPP and students.
- Organize and coordinate activities in accordance with GPP guidelines for students at the respective local sites, which help accomplish GPP’s mission.
- Maintain academic, counseling and enrichment activities records on students monthly to support program reporting.
- Look to collaborate with school staff, parents, and students for ways to improve the services offered through GPP.
- Provide the GPP administrative office with timely documented activities and services offered to students needed to complete Liberty Partnership/SED reports.
• Provide news articles, sports highlights or other accomplishments by students in GPP in the form of a brief summary for program publicity and information that can be forwarded for State Reports.

STIPEND: $4,711 (Grant Funded)

CLOSING DATE: August 15, 2024

INSTRUCTIONS TO APPLICANTS: Click Here to Apply!

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.*