

THE NEW YORK CITY DEPARTMENT OF EDUCATION
DIVISION OF HUMAN RESOURCES
65 Court Street, Brooklyn, N.Y. 11201

Post Date: October 7, 2014

Deadline: November 5, 2014

PER SESSION VACANCY CIRCULAR # 100, 2014-2015 Please Post

2014 - 2015 Student Evaluations – School Year
Committees on Special Education 1-10 AND Districts 1 - 32

POSITIONS: Monolingual and Bilingual positions available based on student need:

SCHOOL SOCIAL WORKERS, SCHOOL PSYCHOLOGISTS, TEACHERS OF SPEECH IMPROVEMENT SERVING AS SPEECH AND LANGUAGE EVALUATORS, TEACHERS OF SPEECH IMPROVEMENT SERVING AS SPEECH PROVIDERS, TEACHERS OF SPEECH IMPROVEMENT SERVING AS AUDIOLOGIST, NYC CERTIFIED BILINGUAL TEACHERS TO SERVE AS TRANSLATORS (LANGUAGES TBD), GENERAL EDUCATION TEACHERS, SPECIAL EDUCATION TEACHERS, SCHOOL SECRETARY

PLEASE NOTE: All positions are based on availability and funding.

LOCATIONS OF ACTIVITY: The assessment activity may be conducted at various sites where students are awaiting assessment and/or reviews. Sites may change during the course of the activity.

ANTICIPATED WORK SCHEDULE: As needed on or after November 6, 2014 – June 26, 2015.

School Year 2014 – 2015:

(Applicants will have the ability to apply to multiple sessions)

Session A: Three hours on Monday through Thursday between 4:00PM and 7:00PM

Session B: Five hours on Saturdays and/or Sundays between 8:30AM and 1:30PM with no lunch period

Session C: Winter Recess between 8:30AM and 1:30PM with no lunch period

Session D: Mid-Winter Recess between 8:30AM and 1:30PM with no lunch period

Session E: Spring Recess between 8:30AM and 1:30PM with no lunch period

The per session schedule shall begin and end on such dates that meet the needs of the students only where caseload and/or lack of available qualified daytime staff exist. UFT employees will receive five days' notice if his/her position is eliminated in accordance with Collective Bargaining Agreements. If the position is restored during the per session cycle, the employees shall be returned to the per session activity as per Collective Bargaining Agreement.

The regular workday of School Social Workers and School Psychologists selected for after-school per session positions may be scheduled to start before 8:00 a.m. on days necessary to assure timely arrival of employees at the per session site. Employees shall bring work with them from their regular workday in order to complete such work during their per session employment to the extent that time is available.

ELIGIBILITY: NYCDOE employees licensed and Appointed in one of the areas listed above are eligible to apply.

FOR TRANSLATORS: Possession of a valid New York City Department of Education bilingual teaching license or New York State bilingual teaching certification or bilingual extension will be required.

SELECTION CRITERIA: Selection will include a satisfactory rating and satisfactory attendance throughout the school year, seniority and work sharing for UFT staff.

FOR SCHOOL SOCIAL WORKERS and SCHOOL PSYCHOLOGISTS:

FOR AFTER-SCHOOL PER SESSION, priority of assignment for a position in a district shall be given to staff assigned to the district in seniority order, and then to staff assigned to Citywide programs located within the district and then to other staff from other districts in seniority order.

FOR WEEKEND PER SESSION, staff who completed a minimum of ten days of satisfactory weekend service in school year 1997-1998 School/CSE Assessment Staff activity shall have the opportunity to claim retention to a district in which service was rendered. If the ten days of weekend service were rendered in different districts, member shall have the priority to claim retention to one of the districts. After the awarding of weekend positions based upon retention, priority for weekend positions in the district shall be given to staff assigned to the district in seniority order and then to staff from other districts in seniority order.

FOR TEACHERS OF SPEECH IMPROVEMENT SERVING AS AUDIOLOGISTS - Priority of assignment in the following order:

- 1) Teacher of Speech improvement who has earned retention to that position
- 2) Appointed Teacher of Speech Improvement in Districts 1-32 and/or High Schools.
- 3) Assigned Teacher of Speech Improvement in Districts 1-32 and/or High Schools
- 4) Teacher of Speech Improvement appointed or assigned to another district.

FOR TEACHERS OF SPEECH IMPROVEMENT SERVING AS SPEECH PROVIDERS - Priority of assignment in the following order:

- 1) Teacher of Speech improvement who has earned retention to that position.
- 2) Appointed Teacher of Speech Improvement in Districts 1-32 and/or High Schools.
- 3) Assigned Teacher of Speech Improvement in Districts 1-32 and/or High Schools.
- 4) Teacher of Speech Improvement appointed or assigned to another district.

FOR TEACHERS OF SPEECH IMPROVEMENT SERVING AS SPEECH AND LANGUAGE EVALUATORS: Priority of assignment in the following order:

- 1) Teacher of Speech improvement who has earned retention to that position.
- 2) Appointed Teacher of Speech Improvement in Districts 1-32 and/or High Schools.
- 3) Assigned Teacher of Speech Improvement in Districts 1-32 and/or High Schools.
- 4) Teacher of Speech Improvement appointed or assigned to another district.

FOR GENERAL EDUCATION AND SPECIAL EDUCATION TEACHERS - Priority of assignment in the following order:

- 1) Teacher who has earned retention to that position.
- 2) Demonstrated experience with current curriculum standards preferred.
- 3) Demonstrated experience writing SMART goals preferred.
- 4) Experience implementing the current SOPM preferred.

FOR NYS CERTIFIED BILINGUAL TEACHERS TO SERVE AS TRANSLATORS - Priority of assignment in the following order:

- 1) Trained pedagogical Translators with satisfactory participation in previous per session activities
- 2) Pedagogical personnel who have completed Translator Training but have not worked yet

DUTIES AND RESPONSIBILITIES:

Assessment staff is responsible for developing and reviewing clinical and educational reports and IEPs, which are critical to the proper placement of children in special education classes and programs, as appropriate to the above titles.

Speech Providers will provide individual/group mandated speech and language therapy services as indicated on the IEP mandates goals; Maintain necessary records and folders and to communicate with parents and feeder schools, as needed.

SALARY: As per collective bargaining agreement

APPLICATION: Applications must be entered **on-line** by **November 5, 2014**. Applications may be entered online via the web 24 hours per day/ 7 days per week at:

<https://survey.vovici.com/se.ashx?s=705E3ED001A23924>

Questions can be directed to: SpecialEdPerSession@schools.nyc.gov

Note: Please note that all per session vacancy circulars will be posted on the Division of Human Resources web site at

<http://schools.nyc.gov/Careers/Schools/default.htm> under "Per Session Opportunities"

Service exceeding the number of hours specified in Chancellor's Regulation C-175 governing per session activities requires prior approval. The appropriate Per Session Supervisor must make the request via the Per Session Service System and receive approval before the person can begin working in the activity.

Failure to obtain a valid waiver may result in the withholding of payment for hours worked beyond the maximum.

AN EQUAL OPPORTUNITY EMPLOYER M/F/D

APPROVED: *Peter Janniello PHD* _____