



PLEASE POST

GARY RUSH

Interim Superintendent of Schools
ADMINISTRATION OFFICE

November 19, 2025

RODNEY GILMORE, Ed. D.

Associate Superintendent for Human Resources
HUMAN RESOURCES DEPARTMENT

JOB POSTING # 152

2025 - 2026 SCHOOL YEAR VACANCIES

POSITION: **TEACHING ASSISTANTS (SERVICE ASSIGNMENTS)**

DESCRIPTION: Teaching Assistants who consistently demonstrate exceptional reliability, initiative, and flexibility in supporting school operations. This assignment is designed for an individual who provides extended assistance across classrooms and departments, while also contributing to data management, technology integration, professional development, student media/morning news initiatives, and general building support beyond their regular responsibilities.

QUALIFICATIONS:

- Valid New York State Teaching Assistant Certification.
- Demonstrate reliability and initiative in providing building-wide support.
- Strong communication, organizational, and technology skills.
- Ability to work collaboratively with administrators, teachers, and students.
- Commitment to professional growth and school improvement.

JOB RESPONSIBILITIES:

- Assist in the organization, tracking, and analysis of student testing and assessment data.
- Support technology integration for instruction, communication, and schoolwide use.
- Participate in or help facilitate professional development (PD) sessions, including preparing materials, supporting technology use, and assisting staff with implementation.
- Assist with student media, communication, and morning news initiatives — including the planning, coordination, and facilitation of the school's morning news program (e.g., digital announcements, video production, editing, and student supervision).
- The assignments will not be performed during working hours and a monthly log with the description of work performed will be submitted to the Principal.

COMPENSATION:

- TA Service Assignment I (\$4,500) – 12 hours worked monthly
- TA Service Assignment II (\$3,200) – 8 hours worked monthly
- TA Service Assignment III (\$1,500) – 4 hours worked monthly

CLOSING DATE: November 26, 2025

APPLICATION PROCEDURE: To apply click this link www.olasjobs.org/hempstead-ufsd

Rodney Gilmore, Ed. D.

RODNEY GILMORE, Ed. D.

Associate Superintendent for Human Resources

We are an Equal Opportunity Employer