

DIVISION OF STUDENTS WITH DISABILITIES & ENGLISH LANGUAGE LEARNERS

District 75 Curriculum and Instruction  
400 1<sup>st</sup> Avenue  
New York, NY 10010

Post date: November 2, 2011  
Deadline: December 2, 2011

DISTRICT 75 PER SESSION VACANCY CIRCULAR # 14 2011-2012 Please Post  
(Subject to Budget Availability)

The **American History for ALL Project** is a Teaching American History (TAH) Federal Grant designed to improve content knowledge and pedagogical skills of teachers in American History and transfer the new content knowledge to the classroom to increase achievement by District 75 students. Thirty-five (35) teachers will participate in intensive after work, multi-day institutes, and Saturday professional development activities featuring American History historians, Museum and historical venue educators, and DOE Social Studies professional development experts.

**POSITION:** Per session Coordinator for the TAH Grant  
(1 position)

**LOCATION:** Various museums and historical venues throughout New York City  
District 75 Office

**ELIGIBILITY REQUIREMENTS:** NYC licensed Teacher currently serving in District 75

**SELECTION CRITERIA:**

- Demonstrated interest in and knowledge of American History
- Familiarity with Common Core Learning Standards
- Excellent written and communication skills
- Knowledge of technology
- Ability to work cooperatively
- Satisfactory rating for the 2009-2010 and 2010-2011 school years

**DUTIES/ RESPONSIBILITIES:**

- Facilitate after school, multi-day, and Saturday professional development activities
- Coordinate world-class historical and cultural institutions to view and discuss exhibits linked to American History.
- Distribute American History books and academic resources to support American History content delivery to project participants.
- Support participants with materials to improve American History content knowledge and pedagogic skills at after-school sessions
- Incorporate program materials to develop and produce a culminating American History project at after-school sessions.

**SALARY:** \$41.98 per hour - As per UFT Collective Bargaining Agreement

**WORK SCHEDULE:** **Saturdays, 8:30 am – 3:00 pm: 12/10/11, 12/17, 1/28, 2/11, 3/3, History on Location (dates TBA), and five weekdays at after-school sessions from 4:30pm – 6:30 pm: 1/11, 1/18, 3/20, 4/24, 5/15.**  
Additional hours may be required, (Approximately 55 total hours)

**APPLICATION INSTRUCTION:** Please submit OP-175 application, cover letter, and resume to:  
**Kathleen LeFevre**  
**Director of Curriculum and Instruction**  
**District 75 Citywide Programs**  
**400 1st Avenue, Room 60**  
**New York, NY 10010**  
or email to [klefevr@schools.nyc.gov](mailto:klefevr@schools.nyc.gov)

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 in writing (Form OP 175W) and receive written 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**  
Depending on the location of the activity, requests for waivers and supporting documentation (see Form OP 175W) should be sent to the following:  
**SCHOOL/ DISTRICT/ BOROUGH Positions:** Your Children First Network's HR Director.  
**CENTRAL Positions:** Division of Human Resources – 65 Court Street (Rm. 801), Brooklyn, NY 11201.  
**For Principal Per Session Activities Only** - Principals must submit a per session waiver request to their Superintendent using the current WEB online per session request system in FAMIS.

AN EQUAL OPPORTUNITY EMPLOYER M/F/D

APPROVED: Catherine Ammirati