

District 75/Citywide Programs
400 First Avenue
New York City, New York 10010

Posted Date: December 12, 2011
Deadline: January 17, 2012

District 75 Celebration of Teaching and Learning Per-Session Vacancy Circular # 19, 2011-2012
This per-session assignment is subject to funding availability

POSITIONS: **District 75 Presenter: In The Classroom Workshop Series** : District 75 Supervisors to plan and present Professional Development Workshops at the WNET Celebration of Teaching and Learning "In The Classroom" Workshops Series. Topics of presentations will be Adapting the Core Curriculum Standards for Students with Significant Disabilities and The Hi-Tech Classroom: Start Your Own iPad Band and Create an Interactive Classroom Experience.. Presenters will also be available to provide support at the D75 Informational Booth at the Celebration, and to assist in implementation activities at the Celebration, e.g. registration, vendor support, assistance to other D75 presenters etc.

LOCATION: New York Hilton
Avenue of the Americas and W. 54th Street
New York, NY

ELIGIBILITY:

- NYC Department of Education licensed Supervisor currently serving in District 75

SELECTION CRITERIA:

- Candidates will be selected with priority given to those with experience and a body of work in their chosen presentation area
- Ability to meet established deadlines
- Excellent written and oral communication skills, with prior experience as a conference presenter
- Satisfactory attendance and punctuality

DUTIES AND RESPONSIBILITIES AT CELEBRATION OF TEACHING AND LEARNING:

- Plan and present a 90 minute presentation for the In The Classroom Workshop Series at the Celebration of Teaching and Learning
- Create informational media and print projects to enhance the presentation
- Provide support at the D75 Booth at the Celebration

HOURS: Up to 7 hours per participant beginning January 18, 2011, including the date of the D75 Celebration presentations on March 17, 2012.

SALARY: Commensurate with C.S.A. Collective Bargaining Agreement

APPLICATION: Submit cover letter and an application for per session employment (OP 175) which is available in the schools, by **January 17, 2012** to:

Gary Hecht, Superintendent
C/O Maria Velez
District 75/Citywide Programs
400 First Avenue
New York, New York 10010

PLEASE INCLUDE THE CIRCULAR NUMBER ON YOUR APPLICATION (OP 175)

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:

Roberto E. Tillman
Roberto E. Tillman
Director of Operations