



# WYANDANCH UFSD

1445 Dr. Martin L. King, Jr. Blvd., Wyandanch, NY 11798  
P-631-870-0410 / F-631-491-1210 / Email-Employment@wufsd.net  
AA/EEO

## POSTING POSITION AVAILABLE

2022-2023

### MILTON L. OLIVE MIDDLE SCHOOL AFTER SCHOOL LEAD TEACHER

**Duties include but are not limited to:**

Work with building administration, district personnel to: Register and schedule scholars in the after school programs, develop site master schedules including instructional framework, room as staffing assignments; assist in recruiting and hiring; plan and facilitate staff orientation, openings of after school meetings; coordinate all aspects of after school program including: Supervision of staff and the instructional program, supervision of staff and work responsibilities, classroom use and maintenance issues; communicating with parents; daily attendance, grades and other record keeping, data analysis and creation of graphs displaying pre and post program data. In addition, filing of all appropriate grade and attendance documents; technology support, text-books, supplies and equipment purchasing distribution and storage; coordination with regular site administration; end of after school program report; other duties as assigned.

**Qualifications:** New York State SBL/SAS Certification

**Immediate Supervisor:** Dr. Shannon Burton, Principal

**Duration:** February 16, 2023—June 20, 2023

**Hours:** 2:35pm to 4:35pm, Tuesday through Friday

**Stipend:** \$5,000.00 (TSI Grant Funds)

**Filing Deadline:** February 9, 2023

Please submit cover letters and resume to:  
<https://wyandanchufsd.recruitfront.com/JobOpportunities>