



Vacancy #2025

Port Jervis City School District  
Port Jervis, New York 12771  
**Notice of Anticipated Vacancy**

Title of Position: **Guidance Counselor**

Appointment Effective: **January 24, 2018 – January 17, 2019**

Building: **HS**

Salary: **As Per Contract**

Type of appointment to be made: Regular, Temporary, **Other: Leave Replacement**

**Requirements of applicants (include all pertinent prerequisites): Must be New York State or reciprocal certified. Knowledge of attendance initiatives, experience with data coordination, reporting and verification process related to state reporting and ability to make home visits.**

General Statement of Duties: **As per building Principal**

Fringe Benefits - As per contract where applicable

Holidays	Retirement
Vacation	Health Insurance
Sick Leave	Medical Examination
Other Leaves	Dental Plan

Last Filing Date: **December 10, 2017**

**Applications accepted via OLAS**

**Central Office Approval**

**The above described position is hereby approved and funded, and notice of such vacancy is to be posted in all buildings in the District on December 1, 2017.**

**Interim Superintendent of Schools**

**Port Jervis City School District Is An Equal Opportunity Employer**