

## Activity Specialist (Vanderbilt Ymca)

YMCA of Greater New York

New York, NY 10017

Other

Part-time

Onsite

\$25.00 - \$30.00 an hour

Posted on August 5, 2025

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### Organization Statement

The YMCA of Greater New York is here for all New Yorkers — to empower youth, improve health, and strengthen community. Founded in 1852, today the Y serves a diverse population of more than half a million New Yorkers who learn, grow, and thrive through programs and services at our 24 branches. Community is the cornerstone of the Y. Together, we connect active, engaged New Yorkers to build stronger communities.

To help fulfill our mission, we cultivate a culture of learning, leading, and collaboration to enhance community impact. Through our talented staff and “LEAP” career framework (Leadership, Empowerment, Accountability, Personal Growth), we are committed to a people-first approach that fosters trust, inclusion, growth, and development for all.

### Job Description

**Salary: \$25.00 - \$30.00 Hourly**

The Vanderbilt YMCA is seeking an Activity Specialist will play a critical role in providing academic enhancement and enrichment in the Y Afterschool program, including Holiday Camps. Under the supervision of the Site Director, the Activity Specialist will be responsible for providing a safe and positive environment for school-age children to provide opportunities for learning, interaction, and academic/ personal growth. The Activity Specialist will prepare and deliver age-appropriate activities and instruction in physical, cultural, and enrichment activities.

### Responsibilities

- Ensure the health, safety, and well-being of participants in the program by providing appropriate supervision at all times.
- Plan and implement meaningful activities and special events that are age-appropriate, exciting, challenging, and values-based.
- Teach participants the fundamentals of healthy living and fitness, including activities that build their level of skill and confidence.
- Coordinate and present a culminating performance at the end of the program cycle, if applicable.
- Work cooperatively with Afterschool Counselors, professional staff, teachers, and other program and school staff.
- Promote an inclusive, welcoming, and respectful environment that embraces the diversity of all participants.
- Create and maintain a strength-based, youth-focused atmosphere that is consistent and sensitive to the needs of participants with learning, emotional, or behavioral differences.
- Maintain accurate program documentation (sign-in/out forms, behavior reports, and incident reports, as appropriate).
- Serve as a positive role model for participants.
- Work with the Site Director to secure and maintain all equipment or supplies needed for the program activities.
- Understand and communicate the YMCA's core values and the goals of the Y Afterschool Program to participants and caregivers.
- Develop and maintain positive relationships with parents and caregivers by regularly communicating about their child's strengths and areas for growth.
- Prepare the learning environment, lessons, and necessary supplies for the program activities.
- Actively participate in training sessions, designated meetings, and special events.
- Adhere to all Department of Health, YMCA of Greater New York, and funder standards, expectations, and regulations.

## **Qualifications**

- High School diploma or equivalent required. College credits and formal education preferred.
- Minimum of two (2) years of experience working with youth, specifically working with children and planning activities in a group setting.

- Knowledge of Microsoft Word, Excel, and PowerPoint.
- Strong interpersonal skills, leadership qualities, and comfortable with working with diverse youth and adults.
- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** Some College Credits

## Application Instructions

If you would like to be a member of our dynamic team, please complete our [online application](#) and submit your résumé and a thoughtful cover letter that explains your interest in the role and our organization.

## Additional Information

### Benefits:

The YMCA of Greater New York offers a variety of benefits to its staff members, including [retirement benefits](#), medical, paid time off, free YMCA membership, and more! Benefit eligibility is determined by an individual's employment status (i.e., full-time or part-time), tenure and/or the number of hours scheduled to work. Click [here](#) for more information.