

Content Specialist (Vanderbilt Ymca)

YMCA of Greater New York

New York, NY 10017

Other

Part-time

Onsite

\$45.00 - \$45.00 an hour

Posted on July 22, 2026

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.

Being part of the YMCA Afterschool staff team is a deeply rewarding job where you support children’s learning, help build strong connections, and have a positive impact on so many in your community. At Y Afterschool, we will create a safe and fun space for kids to learn and grow, lead creative activities, and help them develop valuable skills. This is an opportunity to make a real difference and gain invaluable leadership and interpersonal experience.

Job Description

Salary: 45.00 Hourly

The Vanderbilt YMCA is seeking a Content Specialist. Under the supervision of the Program Director, the Content Specialist is responsible for selecting and managing program content and curricula for up to three COMPASS programs. The ideal candidate will oversee and support

program implementation, provide coaching and training to program staff, and contribute to overall program quality through direct observation and supervision.

Benefits:

The YMCA of Greater New York offers a variety of benefits to its staff members, including [retirement benefits](#), medical benefits, 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.

How to Apply:

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.

Responsibilities

- Select and manage content across all required program areas. This may also include creating new curricula and lesson plans when necessary.
- Oversee lesson plan implementation and support Activity Specialists, Group Leaders, and Inclusion Specialists to ensure effective implementation of lesson plans.
- Coach staff by providing targeted strategies and techniques to enhance lesson facilitation, classroom management, and behavior support.
- Review content being shared to ensure it is in alignment with the high-quality standards of the Y Afterschool Programs.
- Provide professional development for program staff to improve overall program quality.
- Support monitoring and evaluating program activities to ensure a safe, high-quality, and positive environment for youth development.
- Assist participants in actively achieving an increased comprehension and retention of specific subject material and improved academic skills in designated areas.
- Help participants develop necessary study skills for academic success.
- Identify participants having trouble; provide encouragement and alternative explanations of subject material.
- Work with the Program Director and school staff to understand the academic expectations of the day school, and develop activities, assignments, practice tests, and strategies

accordingly.

- Work with participants and staff to help students develop a high level of motivation in academic areas and positive attitudes toward learning and studying by acknowledging student efforts as well as their progress and achievements.
- Work cooperatively with Afterschool staff, professional staff, teachers, other programs, 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/sign-out forms, behavior reports, and incident reports, as appropriate).
- Serve as a positive role model for participants.
- Understand and communicate the YMCA's core values and the goals of the Y Afterschool Program to participants and caregivers.
- Actively participate in training sessions, designated meetings, and special events.
- Adhere to all Office of Children and Family Services (OCFS), Department of Health (DOH), YMCA of Greater New York, school partner, and funder standards, expectations, and regulations.

Qualifications

- Bachelor's Degree in Education or a related field required. Master's Degree preferred.
- Minimum of two (2) years of experience working with children under the age of 13.
- Minimum of one (1) year of experience in a supervisory/oversight position, including management and development of program content, staff supervision, training, and coaching.
- Experience in developing education-based curriculum/lesson plans.
- General knowledge of Microsoft Word, Excel, and PowerPoint.
- **Minimum Education Level:** Bachelor's Degree
- **Preferred Education Level:** Bachelor's Degree

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Link to apply: <https://ymcanyc.csod.com/ux/ats/careersite/1/home/requisition/3205?c=ymcanyc>

Language Requirements

English

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