

Afterschool Coordinator (La Central Ymca)

YMCA of Greater New York

New York, NY 10455

Education Coordinator

Part-time

Onsite

\$20.00 - \$20.00 an hour

Posted on August 21, 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.

Job Description

Salary: \$20.00 Hourly

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.

The La Central YMCA is seeking an Afterschool Coordinator. Under the supervision of the Program Director, the Afterschool Coordinator will play a critical role in providing academic enhancement and enrichment in the Y Afterschool program and ensuring that Y Afterschool programming is aligned and supportive of the broader school’s academic goals and Common

Core standards. The Afterschool Coordinator will be responsible for providing a safe and positive environment for school-age children, as well as providing opportunities for learning, interaction, and academic or personal growth. Specifically, the Afterschool Coordinator will ensure the health, safety, and well-being of participants in the program by providing close supervision of all activities and staff; managing day-to-day operations; maintaining accurate program documentation (incident reports, behavior reports, sign-in/sign-out sheets); and ensuring compliance with licensing requirements. The Afterschool Coordinator serves as the Data Manager for the Afterschool program, ensuring all records (including digital) are entered in a timely and accurate manner.

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.

Responsibilities

- Direct programs serving the designated grade level band (K-5 or 6-8), ensuring all activities and services are age-appropriate and aligned with DYCD program requirements.
- Drive the adoption of best practices in Social and Emotional Learning (SEL) and oversee the design and delivery of highly engaging activities that support holistic student development.
- Ensure programs and services are deeply integrated into the specific community we serve and meet the diverse needs of all community members.
- Develop and execute effective strategies for recruiting and retaining participants, aiming for consistently high attendance rates and sustained program engagement.
- Utilize quantitative measures, quality monitoring tools, and external evaluations to demonstrate program effectiveness.
- Routinely analyze data and assessment results to identify trends, measure outcomes, and implement adjustments designed to continuously improve program quality and meet or exceed all established program goals.
- Successfully establish, maintain, and leverage connections with local community partners, public/private funders, and external evaluators to enhance program services, increase resource availability, and ensure sustained program success.

- Promote best practices in mental wellness, ensuring staff are well-trained in providing a supportive environment and identifying participants who may benefit from mental wellness support/referrals.
- Oversee the selection of an evidence-based SEL curriculum that is adaptable to a dynamic after-school setting (COMPASS Elementary or SONYC). Ensure all SEL programming is deliberate and clearly defines the specific social and emotional competencies that staff seek to develop in participants.
- Cultivate and maintain strong, collaborative working relationships with host school administration and staff.
- Proactively coordinate and discuss planned activity schedules, particularly those related to STEAM and Literacy initiatives, to ensure alignment and integration with the host school's academic goals.
- Maintain accurate program documentation as required by the Office of Children and Family Services (OCFS), Department of Health (DOH), Department of Youth & Community Development (DYCD), and YMCA of Greater New York.
- 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/guardians and caregivers through regular communication regarding their child's strengths and areas for growth.
- Actively participate in training sessions, designated meetings, and special events.
- Adhere to all OCFS, DOH, DYCD, YMCA, school partner, and funder standards, expectations, and regulations.

Qualifications

- High School Diploma or equivalent required. An Associate's Degree in Education is preferred.
- Minimum of two (2) years of experience working with children under the age of 13.
- Current Pediatrics CPR or First Aid certifications preferred.
- General knowledge of Microsoft Word, Excel, and PowerPoint.
- Strong interpersonal skills, leadership qualities, and comfortable working with diverse youth and adults.
- Y Afterschool programs operate Monday through Friday from 2:30 p.m. - 6:00 p.m. and during public-school breaks.
- **Minimum Education Level:** Highschool Graduate or GED

- **Preferred Education Level:** Associate's Degree

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.

Language Requirements

English

Downloaded from Early Childhood Job Board on September 7, 2026

Source URL: <https://earlychildhoodny.org/cdsc/job.php?job=5682>