



Junior AchievementTM

of Central Upstate New York

Learning Experiences Coordinator

Help inspire the next generation to achieve economic success.

At **Junior Achievement of Central Upstate New York (JA CUNY)**, we believe every young person deserves the opportunity to build a bright future. Each year, we empower more than **15,000 students across a 25-county region** with the knowledge, confidence, and real-world skills to make informed financial, academic, and career decisions. As part of the nation's leading organization dedicated to preparing young people for success, we connect classrooms with caring volunteers, business leaders, and transformative learning experiences that help students imagine—and achieve—their potential.

We're looking for a **Learning Experiences Coordinator** who is energized by building relationships, creating meaningful educational experiences, and making a lasting impact in the lives of students. If you're collaborative, organized, creative, and passionate about educational equity and youth development, we'd love to meet you.

Why Join JA?

At JA, your work has purpose. Every partnership you build, every event you coordinate, and every classroom you support helps equip young people with the skills and confidence to succeed in school, careers, and life.

We offer a collaborative, inclusive, and flexible work environment where employees are encouraged to innovate, contribute ideas, and grow professionally. You'll work alongside dedicated colleagues, educators, volunteers, and community leaders who share a commitment to creating opportunities for students across Central Upstate New York.

What You'll Do

Bring Learning to Life

Working alongside the Director of Learning Experiences, you'll help deliver high-quality K–12 programs throughout our 25-county region by:

- Building strong relationships with educators and school partners.
- Coordinating successful implementation of JA learning experiences while ensuring program quality and consistency.
- Managing program data and tracking outcomes through surveys and reporting to help measure student impact.

Create Memorable Student Experiences

You'll play a key role in planning and executing engaging student events that inspire future leaders, entrepreneurs, and changemakers, including the JA Entrepreneurial Youth Summit, JA Stock Market Challenge, JA Titan, and future JA Summit initiatives.

You'll coordinate logistics, budgets, educator communications, curriculum and simulations, marketing materials, and event operations—while continually bringing fresh ideas to enhance the experience for students, educators, volunteers, and donors.

Foster Meaningful Community Engagement

Working closely with our Volunteer Engagement Manager, you'll help create exceptional volunteer experiences by:

- Supporting volunteer recruitment, training, and engagement.
- Gathering feedback and identifying opportunities to continually improve the experience for everyone involved.

Collaborate Across the Organization

As part of a mission-driven team, you'll contribute to projects that strengthen our impact, including:

- Supporting partnerships with schools and community organizations.
- Assisting with school invoicing, educational materials, and inventory planning.
- Collaborating across departments to support organization-wide initiatives and signature events such as the Rochester Business Hall of Fame and Bowl-A-Thon.

What You Bring

We welcome candidates from a variety of educational and professional backgrounds. Whether you're early in your career or bringing transferable experience, we're looking for someone who is eager to learn and excited about our mission.

Successful candidates will demonstrate:

- A genuine passion for empowering young people.
- Excellent relationship-building and communication skills.
- Strong organizational skills with the ability to manage multiple priorities.
- Creativity, curiosity, and a continuous improvement mindset.
- Critical thinking and problem-solving abilities.
- A collaborative approach and willingness to support team success.
- Professionalism, adaptability, and a commitment to delivering exceptional experiences for educators, volunteers, students, and community partners.

Compensation & Benefits

Salary: \$40,000–\$50,000, based on experience

We believe in supporting our team with competitive benefits, including: health, dental, and life insurance, 401(k) with employer match, paid time off, hybrid and flexible work environment, opportunities for professional growth and meaningful community engagement

Physical Requirements

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position. The role includes a combination of office, event, and school-based work, with occasional lifting of materials (up to 25–50 lbs.), standing, walking, and event setup responsibilities.

Ready to Make an Impact?

If you're inspired by the opportunity to help young people discover their potential and thrive through education, we'd love to hear from you.

Please submit your **resume and cover letter** to [**info.jacuny@ja.org**](mailto:info.jacuny@ja.org).

Junior Achievement of Central Upstate New York is proud to be an Equal Opportunity Employer. We are committed to fostering a workplace where all employees feel welcomed, valued, and respected. We celebrate diverse backgrounds, experiences, and perspectives because they strengthen our organization and the communities we serve.