



JA Finance Park Simulation Associate

(Part-Time; Contractual; Site-Based)

Compensation: \$25/hour

Start Date: January 12, 2026

Location: 230 W. 38th Street, New York, NY 10018

About Junior Achievement of New York

Junior Achievement of New York (JA New York), an affiliate of Junior Achievement USA, is dedicated to creating pathways to economic empowerment for young people. Our mission is to teach and inspire young people to understand the economic world around them, plan for their financial futures, and make the most of their potential. Since 1929, JA New York has delivered K–12 programs focused on work readiness, financial literacy, and entrepreneurship, partnering with hundreds of businesses and more than 300 schools. Through experiential learning, we empower students to thrive in a global economy.

Mission: To inspire and prepare young people to succeed in a global economy.

Values:

- Belief in the boundless potential of young people
- Passion, honesty, integrity, and excellence
- Respect for diverse perspectives and backgrounds
- Power of partnership and collaboration
- Impact of hands-on, experiential learning in a real-world environment

About the Role

The Simulation Associate is a key member of JA New York's Programs Division, working as a member of the JA Finance Park team. JA Finance Park is an immersive, real-world simulation that gives middle and high school students the opportunity to experience adult financial decision-making. After completing classroom curriculum, students enter a dynamic environment where they assume a life scenario and manage a monthly budget, making choices about housing, transportation, savings, and more. This hands-on experience helps students understand the impact of financial decisions and prepares them for future success.

The simulation takes place in person at JA New York's Finance Park facility in Midtown Manhattan. Students work alongside trained volunteers—local professionals who share real-world insights—to navigate financial challenges and make informed decisions. Volunteers serve as coaches and mentors, guiding students through budgeting and goal-setting exercises. The Program Associate plays a key role in



coordinating this experience, ensuring smooth operations and a high-quality learning environment for all participants.

Position Overview

The Simulation Associate plays a critical role in delivering JA Finance Park's immersive simulation experience for middle and high school students. This position ensures a high-quality, safe, and engaging environment for students, volunteers, and educators.

Reports to: JA Finance Park Program Manager

Program Quality

- Emcee and facilitate the JA Finance Park simulation for groups of 70 middle and/or high school students daily.
- Lead volunteer training sessions (60–90 minutes) and provide ongoing guidance to 10–20 volunteers during simulations.
- Align simulation activities with curriculum objectives to create authentic learning experiences.
- Deliver a consistent, high-energy, best-in-class experience every operating day

Program Operations

- Assist with inventory tracking for all simulation resources (tablets, props, program materials).
- Troubleshoot basic technology issues and ensure operational readiness of the simulation space.
- Prepare and reset program materials before and after each simulation day.
- Collect required program forms and complete daily reports, as needed.

Constituent Experience

- Provide exceptional customer service to students, educators, volunteers, and guests.
- Foster strong relationships with volunteers and reflect JA's culture and guiding principles.
- Ensure partner brands within the simulation are represented professionally.

Safety & Security

- Be knowledgeable in all emergency and safety procedures.
- Take an active role in guiding constituents to safety during drills or emergencies.
- Prioritize safety and security at all times.

Qualifications:

- Currently pursuing or completed Associate or Bachelor's degree.
- Strong oral communication and presentation skills.
- Superior organizational and problem-solving abilities; takes initiative.
- Ability to work collaboratively in a team environment.
- Thrives in a fast-paced environment.

Junior Achievement of New York Main Office | 200 West 41st Street – Suite 800 |
New York, NY 10036 | (212) 907 0050 | info@jany.org | newyork.ja.org



Preferred:

- Fluency in Spanish or another language.
- Experience working with students, particularly 6th-12th grade
- Experience leading trainings for adults and/or volunteer management

JA New York Core Competencies

- **Influence Others:** Inspire enthusiasm and confidence in volunteers and students.
- **Build Relationships:** Cultivate positive connections across diverse groups.
- **Drive for Results:** Consistently achieve objectives and resolve challenges.
- **Adaptability & Resourcefulness:** Maintain a positive outlook and overcome obstacles.

Flexible, Part-Time Schedule:

- The JA Finance Park program runs from mid-October thru mid-December and again from mid-January thru mid-June, depending on the school calendar and availability of our school partners.
- The work schedule for the Simulation Associate role varies, matching the simulation schedule on a month-to-month basis.
- Associates can expect 55-110 hours/month and schedules will be provided one month in advance

To Apply: Submit resume and cover letter to Mireille Youssef-Riad at myoussef@jany.org. In the cover letter, we want to know why you're interested in this role and what you'll bring to the team.

Please title your email: Associate, JA Finance Park.

Don't meet every single requirement? Studies show individuals—especially women and people of color—are less likely to apply unless they meet all qualifications. At JA New York, we value diversity and encourage you to apply even if your experience doesn't perfectly align.