



Position: Training and Development Specialist

Location:

New York City (Hybrid Work Options Available)

Organization:

The Center for Fair Futures

Compensation:

Estimated range: \$65,000 - \$75,000 + Benefits

About Us:

The Center for Fair Futures is committed to transforming the way youth-serving professionals engage with young people who have been adversely impacted by systems.

We do this through staff development, coaching, and community building to champion our Fair Futures model; an innovative, relationship-based coaching approach co-designed with young people.

Our work is grounded in equity, healing, and youth voice. Through the power of trusted relationships, we equip professionals with the tools, mindset, and support needed to help young people thrive, both within systems and beyond.

The Center for Fair Futures Learning and Impact team supports over 500 professionals across 34 organizations who are implementing the *Fair Futures Coaching Model*. In addition, the team provides professional development to other non-profit organizations, schools and public agencies with the purpose of helping them thrive by equipping their staff with the knowledge, skills, and support necessary to create lasting impact and meaningful change in the lives of the young people they serve.

The **Center for Fair Futures** is seeking a dynamic, knowledgeable, and engaging **Training and Development Specialist** to facilitate high-impact learning experiences across key content areas: workforce development, middle and high school education, housing stability, and youth coaching. This role is ideal for someone who brings energy to the (virtual or in-person) room, knows how to connect with adult learners, and is deeply familiar with the challenges and systems impacting opportunity youth.

As a content expert and skilled facilitator, you will lead trainings that not only deliver essential knowledge and skills but also inspires staff to grow in their practice. You will enhance and deliver pre-developed curriculum, adapting it to fit audience needs while fostering a culture of learning, reflection, and continuous improvement. You will also be involved in the creation of new content that will be facilitated with excellence.

Key Responsibilities:

Training Facilitation & Content Delivery

- Facilitate engaging, interactive training sessions for professionals working with youth in education, workforce, housing, and coaching settings.
- Translate complex concepts into accessible, relevant learning experiences tailored to adult learners.
- Adapt existing content to match the unique needs of different audiences while maintaining fidelity to curriculum goals.
- Create inclusive learning environments that encourage participation, reflection, and application.
- Manage group dynamics, encourage dialogue, and use facilitation techniques that support different learning styles and backgrounds.
- Represent the Center for Fair Futures with professionalism and passion during all training engagements.

Subject Matter Expertise

- Serve as a knowledgeable resource on issues related to workforce development, educational re-engagement, youth housing stability, and strengths-based coaching.
- Stay current with trends and best practices in youth development and incorporate them into training delivery.
- Provide feedback to the Training & Development team to improve or expand curriculum based on learner feedback and emerging field knowledge.

Training Evaluation & Continuous Improvement

- Collect real-time feedback from training participants and partners to gauge session effectiveness.
- Collaborate with the Training team to refine facilitation strategies and improve training content over time.
- Identify and recommend improvements in delivery methods, including digital engagement strategies (e.g., breakout rooms, polls, role-playing, case studies).

Qualifications

Experience & Skills

- Minimum 5 years of experience in training or adult education, with a strong focus on facilitation.
- Subject matter expertise in at least two of the following areas: workforce development, grade 6-12 education (especially re-engagement of opportunity youth), housing for vulnerable populations, youth coaching.
- Proven ability to lead dynamic, interactive learning experiences for diverse adult audiences.
- Understanding of trauma-informed, strengths-based, and culturally responsive practices.

- Skilled in both in-person and virtual facilitation; confident using platforms such as Zoom, Google Meet, or Microsoft Teams.
- Strong interpersonal and communication skills; able to build trust quickly with learners and partner organizations.
- Demonstrated experience adapting curriculum to learner needs and goals.

Preferred Qualifications

- Bachelor's degree in Education, Social Work, Workforce Development, or a related field (equivalent experience considered).
- Coaching certification or training experience with coaching frameworks is a plus.
- Experience in youth development, particularly with systems-involved youth (e.g., foster care, juvenile justice).

Additional Details

- Sessions may be delivered remotely or in-person depending on program needs.
- Compensation is commensurate with experience and scope of engagement.

What We Offer

Competitive Salary: \$80,000 + full benefits package

Comprehensive Benefits: Health, dental, and vision insurance; retirement plan

Professional Growth: Opportunities for development, certification, and advancement

Work-Life Balance: Flexible schedule, hybrid work options, and a supportive team culture

Impact: A technical training role that directly impacts the training and development of hundreds of youth-serving staff and advances the well-being of young people across NYC

How to Apply: We appreciate your interest in joining our team. Please email your resume and a brief cover letter to admin@fairfuturesny.org by August 15th, 2025. Please include your full name and the role you're applying for in the subject line. While we may not be able to respond individually to every application, we'll be in touch with candidates selected to move forward. Thank you for understanding!