

GREEN-WOOD

Contract Opportunity	Pathways at Green-Wood <i>A Bereavement Program for Children, Teens, and Caregivers</i> This is a unique opportunity to help launch a first-of-its-kind bereavement support program at one of the country's most historic cemeteries.
Position:	Group Facilitator (Independent Contractor)
Anticipated Start Date:	September 2026 – December 2026 (approximately 4 months)
Department:	Education and Programming
Reports to:	Clinical Group Leader, with support from the Clinical Program Coordinator and Manager of Public Programs
Location:	In-person; The Green-Wood Cemetery, Brooklyn, NY <i>This position requires flexibility and will include staff training, evening support groups, occasional planning meetings, and periodic weekend programming.</i>
Estimated Time Commitment:	Approximately 50 hours over the contract period. Workload will vary throughout the contract, with the greatest time commitment occurring during staff training and the eight-week program cycle.
Compensation:	Estimated compensation of \$1,750 , including approximately 25 hours of training, planning, and preparation at \$30/hour and \$100 per program session (10 sessions). Monthly invoicing.
Contract Terms:	This is an independent contractor opportunity. Successful candidates will be required to complete a W-9 as part of the onboarding process.

ABOUT GREEN-WOOD

The Green-Wood Cemetery is the permanent residence of more than 580,000 individuals and a beloved public destination, welcoming nearly 500,000 visitors annually. Spanning 478 acres of historic grounds, grand architecture, and world-class statuary, Green-Wood is more than a cemetery—it is a National Historic Landmark, an accredited arboretum, an outdoor museum, and a cultural hub rooted in the heart of Brooklyn.

As a living cemetery, Green-Wood blends preservation, nature, and community engagement with innovation. Our work spans a wide range of programming—from the arts and education to environmental stewardship, workforce development, restoration, and scholarly research. Through it all, we remain deeply committed to honoring our mission and treating every visitor and family with care, dignity, and respect.

ABOUT THE OPPORTUNITY

Pathways at Green-Wood is seeking compassionate, community-minded professionals to serve as Group Facilitators for a new bereavement support program serving children, teens, and caregivers who have experienced the death of someone significant.

Supported through the philanthropic investment of the New York Life Foundation, Pathways combines peer support, grief education, and the unique setting of Green-Wood to help families build resilience, connection, and hope.

Working alongside the Clinical Group Leader and broader Pathways team, Group Facilitators help create the welcoming, organized, and supportive environment that allows participants to feel safe, connected, and engaged throughout the program. As a founding member of the Pathways team, you'll play an essential role in helping bring each weekly session to life. You'll often be the first person participants meet and one of the people they

remember most. Your warmth, presence, and ability to build trust will help create an environment where healing and connection can flourish.

WHAT YOU'LL DO

Create a Welcoming Participant Experience

You'll help create an environment where children, teens, caregivers, and families feel welcomed, supported, and connected from the moment they arrive.

- Welcome participants and families at each session.
- Help create a warm, inclusive, and emotionally safe environment.
- Support participant engagement through activities, conversation, and encouragement.
- Build positive relationships while maintaining appropriate professional boundaries.

Support Weekly Group Sessions

Working alongside the Clinical Group Leader, you'll help prepare and facilitate weekly bereavement support groups.

- Prepare materials, activities, and room setup for each session.
- Assist with group activities, transitions, and participant engagement.
- Support children, teens, or caregivers during activities as directed by the Clinical Group Leader.
- Help ensure sessions begin and end smoothly.

Partner with the Clinical Team

Pathways is built on collaboration.

- Attend required orientation, training, planning meetings, and debrief sessions.
- Work closely with your assigned Clinical Group Leader throughout the cohort.
- Share observations that may help support participants or improve future sessions.
- Assist with follow-up tasks between weekly meetings, as assigned.

Support Program Operations

You'll help ensure every Pathways session is organized, welcoming, and well supported.

- Assist with attendance, basic documentation, and participant materials.
- Help prepare the physical space before each session and restore it afterward.
- Help maintain program supplies and activity materials.
- Support communication with families before and after sessions, when appropriate.
- Collaborate with Green-Wood staff to ensure necessary space, furniture, and staffing requirements are secured in a timely fashion
- Follow all participant safeguarding, confidentiality, and safety protocols.

Contribute to Program Evaluation

As a founding member of Pathways, your feedback will help strengthen future programs.

- Assist with participant surveys and basic data collection.
- Complete required attendance records, documentation, and evaluation activities.
- Share ideas and observations that improve the participant experience.

Support Green-Wood's Mission

Building on nearly 200 years as a place of remembrance and reflection, Green-Wood is creating new ways for communities to learn, connect, and navigate grief together.

- Participate in selected grief education and family programming.
- Continue learning about childhood grief and peer support through program training.
- Serve as a welcoming ambassador for Pathways and Green-Wood.

QUALIFICATIONS

Required

- Experience working with children, teens, families, or community-based programs.
- Strong interpersonal, communication, and organizational skills.
- Demonstrated empathy, emotional maturity, and sound judgment.
- Ability to work collaboratively as part of an interdisciplinary team.
- Commitment to creating welcoming, inclusive, and culturally responsive environments.
- Ability to maintain confidentiality and professional boundaries.
- Comfort working with children, teens, caregivers, and families in a grief support setting.

Preferred

- Experience in grief literacy, youth development, social services, recreation, camps, after-school programs, or bereavement support.
- Fluency in Spanish or Mandarin.
- Experience facilitating small groups or community activities.
- Interest in grief literacy, peer support, and community healing.

ADDITIONAL INFORMATION

Equal Opportunity Statement

Green-Wood is committed to fostering an inclusive and welcoming environment for all. We value diverse perspectives, experiences, and backgrounds and seek to engage contractors who reflect the communities we serve.

Green-Wood does not discriminate in the selection or engagement of independent contractors on the basis of race, color, religion, creed, sex, gender, gender identity or expression, sexual orientation, national origin, ancestry, age, disability, pregnancy, marital or domestic partnership status, military or veteran status, citizenship status, or any other characteristic protected by applicable federal, state, or local law.

TO APPLY

Please submit your resume and cover letter to hiring@green-wood.com with Group Facilitator– Pathways in the subject line.

Applications will be accepted through Monday, July 20, 2026.

Candidates selected to move forward will be invited to participate in a collaborative group interview on Wednesday, July 22, 2026.