



WORK-STUDY PROGRAM

The Bridge, a nonprofit social service agency, provides housing, mental health treatment, and substance abuse services to vulnerable New Yorkers. With over 40 programs in Manhattan, Brooklyn, and the Bronx, The Bridge serves more than 2,800 people annually.

Housing Development Assistant

The Bridge is seeking an assistant to support the work of the Housing Development department. The agency has several new housing projects in various stages of development, and the person in this position will receive a thorough introduction to developing supportive housing in New York City.

Responsibilities may include:

- Completing administrative tasks related to housing development projects
- Tracking funding applications
- Attending site visits or meetings related to development projects
- Using excel to track data related to new and existing housing projects

Requirements/Qualifications:

- Enrolled in a 4 year school or Master's program
- Good written and verbal communications skills
- Strong attention to detail
- An interest in housing development, land use, or city planning
- A desire to support The Bridge's mission

Reports to:

Senior Vice President, Housing Development

If you are interested in applying, please send your resume to: mdowd@thebridgeny.org