



Summer Associate Business and Strategic Planning

Agency Description

Urbane Development is a community development venture that cultivates innovative solutions to build dynamic neighborhoods and positively impact underserved communities. We envision neighborhoods that are defined by their strengths and experienced as places of opportunity and innovation. Urbane's client base includes municipalities, economic development agencies, financial institutions, real estate developers, and small businesses throughout North America.

Since 2008, Urbane Development has raised over \$50 million in capital to help small business and community development initiatives in underserved areas throughout North America. The company has worked with over 1000 small businesses, representing over 1.1M SF of commercial/community facility space and has attracted over 400,000 square feet in national chain retail in over 30 underserved communities across the US, Canada, and the Caribbean. Urbane also acts as a co-developer of social impact mixed-use real estate in the New York City Metro Area.

Job Title: Business and Strategic Planning Associate

Status: Summer Intern, Contract

Location: New York, NY

Under the supervision of the Urbane Development management team, the intern will spearhead the update of our firm's business plan to help guide the firm's growth and expansion in the near- and long-term. This project will have elements of a traditional business plan, as well as work to codify a framework that illustrates our work process and value proposition:

Key Responsibilities may include but are not limited to:

- Review existing written, multimedia, and other informational collateral on project and processes of the firm
- Interview relevant firm stakeholders (management, clients, et al)
- Analyze our current business/revenue model and propose potential modifications and/or pivots
- Assist in developing financial projections and scenarios
- Perform risk analysis on firm's operations and external environment
- Develop final strategic plan document

Key Skills:

- Financial Analysis and Forecasting
- Organizational Strategic Planning experience
- Business Development experience
- Experience or familiarity with technology-based firms, markets, and/or products
- Experience or familiarity with small business sector
- Experience or familiarity urban-based firms, markets, and/or products

Desired Qualifications:

- Recent MBA/Master's graduate, current MBA/ Master's candidate with relevant coursework, or commensurate work experience preferred
- Prior professional experience with superior performance.
- Detail-oriented with excellent verbal and written communication, and the ability to prepare reports based on data analysis, including relevant visualizations such as tables and graphs.
- Strong web and archival research skills.
- Proficiency in all relevant Microsoft Office products.
- Ability to travel periodically to client-sites as dictated by business needs.

Some flexibility of schedule is allowed and required, with telecommuting a possibility depending on business needs and performance. Some travel may be required depending on business needs. Salary is commensurate with experience.

To Apply for this Position:

- Email info@urbane-dev.com with "Strategic Planning Associate" in the subject line along with your current resume and a brief cover letter/email.

Employment is contingent upon successfully passing a background check.

Urbane Development Group LTD, is an equal opportunity employer which recruits, hires, trains and promotes personnel for all job titles without regard to race, color, religion, sex, gender identity, sexual orientation, national origin, disability, genetic information, veteran status or any other status protected under local, state or federal laws.