



Economic Development Fellowship

Description:

The Economic Development Fellow will work on projects focused on industrial waterfront planning and small business development in three of the most dynamic neighborhoods in New York City.

Within the Southwest Brooklyn Industrial Business Zone (IBZ), which stretches across the working waterfront of Red Hook, Gowanus and Sunset Park, the Fellow will play a lead role in SBIDC's Industrial Futures policy discussion series, conducting policy research and outreach around these events. The Fellow will also provide assistance to industrial businesses, conduct analysis and research on relevant industrial policy and planning issues, and contribute to planning efforts to develop more quality employment opportunities for local residents.

Through this work, the Fellow will have the opportunity to meet and work with a broad spectrum of business owners, community-based organizations, city agencies, and elected officials with whom SBIDC partners.

Scope of Work:

- Delivering services to industrial and manufacturing businesses in the IBZ
- Planning for, preparing policy research, and conducting outreach around SBIDC's Industrial Futures policy discussion series
- Conducting outreach to businesses for our evolving programs, including our Plan for Growth business course
- Engaging with SBIDC's advocacy partners on advancing industrial and manufacturing policy
- Collecting and analyzing data on IBZ businesses and properties to inform SBIDC programming
- Attending workshops and training sessions, including at NYC Small Business Services (SBS)
- Providing research and administrative duties as needed

Mentorship and Compensation:

SBIDC interviews applicants and selects those who best fit the organization's mission and its work. Each fellow is assigned to a staff "mentor" who supervises their work and provides field training and career mentorship.

The position requires a commitment of 20 hours per week over the course of three months, with the possibility of extension. The Fellow is required to be on-site 2 days per week at 241 41st Street,

Brooklyn, NY 11232, unless otherwise specified. **The Fellow is paid a stipend of \$2,000 per month**, and may have the opportunity to continue with paid work past the three-month mark.

Qualifications:

- A motivation, commitment to, and passion for helping small businesses and the greater Southwest Brooklyn community
- Interest in a career in local economic development
- An alignment with SBIDC's equitable economic development and planning goals
- Familiarity with New York City industrial and economic policy
- Excellent writing and research skills
- Strong analytical skills, including quantitative analysis. Familiarity with Stata, R, or ArcGIS/QGIS is a plus.
- Willingness and interest to interface with small business owners, local government officials, and local community organizations
- Knowledge of relevant rezoning proposals, such as the City-led Gowanus Rezoning proposal, is a plus
- Basic computer skills
- Knowledge of Spanish, Mandarin, or Cantonese is a plus

About SBIDC:

Southwest Brooklyn Industrial Development Corporation provides advocacy and services to help businesses in the Sunset Park, Red Hook and Gowanus neighborhoods grow and create employment opportunities for local residents. Our services fall into three primary categories: business services, workforce development, and equitable development planning. We are advocates for industrial employers and businesses because they provide essential support to the New York City economy while creating strong career pathways for residents facing barriers like limited English language proficiency, limited educational attainment, or prior interaction with the criminal justice system.

We provide a package of assistance services within the IBZ, helping hundreds of industrial employers annually to secure financing, access cost-saving tax incentives, navigate complicated government agencies, create business plans and streamline operations. SBIDC also provides workforce services through our Brooklyn Workforce1 Industrial and Transportation Career Center at The Brooklyn Army Terminal.

Through our leadership roles on citywide and neighborhood-based advocacy coalitions, SBIDC works with elected officials and other champions on policies that support quality employment and the building of career pathways. In all three of our neighborhoods, SBIDC is playing a lead role in community-driven planning exercises.

To Apply:

Interested applicants who have completed at least one semesters of a graduate program in urban planning, public administration or related field should send a resume and brief cover letter as a single PDF (with their name in the PDF's title) to Brady Meixell, at bmeixell@sbidc.org and Cc: Micaela Skoknic at mskoknic@sbidc.org: "SBIDC Economic Development Fellowship." Applications will be reviewed on a rolling basis.