



BridgePoint Housing

Address: 3750 Hacks Cross Road, Ste. 102-317, Memphis, TN 38125

Telephone: (901) 661-7136

Email: admin@bridgepointcentermemphis.com

Position: Pre-Law/ Legal Intern

Company Overview:

BridgePoint Housing is committed to providing structured transitional housing for justice-involved individuals and individuals in recovery reentering the community. Our program operates with a strong focus on compliance, accountability, and long-term success, requiring thoughtful legal and operational support as we grow.

Job Summary:

The Pre-Law Intern will support the legal and compliance needs of BridgePoint Housing. This role offers hands-on exposure to contracts, policies, and nonprofit development, while assisting in building a legally sound and sustainable organization.

Responsibilities:

- Assist with drafting MOUs, contracts, and agreements
- Review policies and procedures for compliance
- Conduct legal research related to housing and nonprofit operations
- Support documentation for nonprofit formation and filings
- Assist with organizing legal records and documentation

Qualifications:

- Current student pursuing Pre-Law or Law degree
- Strong research, writing, and analytical skills
- Attention to detail and organizational ability
- Interest in nonprofit or community-based work

Education:

- Enrollment in a Pre-Law or Law program (required)

Benefits:

- Exposure to real-world legal applications in nonprofit operations
- Opportunity to assist in building foundational legal structures
- Mentorship and professional development
- Flexible scheduling

To Apply:

Please scan the QR code below to submit your resume and a brief statement of interest to admin@bridgepointcentermemphis.com

