



## BridgePoint Housing

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## Position: Finance Intern

### Company Overview:

BridgePoint Housing is a Memphis-based transitional housing program serving justice-involved individuals as they reintegrate into the community. Our program emphasizes structure, accountability, and employment to support long-term stability and independence.

### Job Summary:

The Finance Intern will support financial planning, budgeting, and reporting efforts within a growing nonprofit housing program. This role is ideal for a student interested in financial strategy, nonprofit funding, and operational sustainability.

### Responsibilities:

- Assist with budget development and financial forecasting
- Support tracking of program expenses and funding sources
- Help analyze financial data to support decision-making
- Assist with grant budget tracking and reporting
- Maintain organized financial records and documentation
- Support preparation of financial summaries for leadership

### Qualifications:

- Student majoring in Finance, Economics, Business, or related field
- Strong analytical and problem-solving skills
- Basic understanding of financial principles
- Proficiency in Excel or Google Sheets

### Education:

- Enrolled in a Finance, Business, or related degree program (required)

### Benefits:

- Hands-on experience in nonprofit financial planning
- Exposure to budgeting, forecasting, and funding strategy
- Opportunity to build analytical and reporting skills
- Professional mentorship and resume-building experience
- Flexible scheduling based on academic commitments

### To Apply:

Please scan the QR code below to submit your resume and a brief statement of interest to

[admin@bridgepointcentermemphis.com](mailto:admin@bridgepointcentermemphis.com)

