

Firm Overview

gothamCulture is a client-focused organizational development firm that has built a reputation worldwide for developing and cultivating long-term partnerships with organizations providing culture, leadership and strategy solutions. We utilize a unique set of skills and talents in concert with our client's expertise in order to help organizations transform the way they 'do business' to best serve their employees, customers, and shareholders. By combining proven organizational theory with cutting edge assessment techniques, programs, and strategies, gothamCulture helps organizations prepare for the evolving challenges they face as they navigate change.

Core Values

Unwavering Integrity

We are honest with each other, our clients, and about our own competence. We do what's right, even when no one is looking.

Committed to the Core

We feel a deep responsibility to each other and to our clients. We act with empathy and with the best interest of others in mind.

Maniacal Pursuit of Excellence

We have an obligation to ourselves, our clients, and other stakeholders to never settle for anything less than excellence. It's the standard to which we hold ourselves and what others deserve from us.

Relatable Expertise

We remain humbly confident in our own capabilities and expertise. We pride ourselves in our ability to relate to our clients in an approachable, transparent manner.

Authentic Community

We connect with each other in authentic ways because we know that together we can do more than any of us could alone. Each of us plays a unique part in fostering a community of involvement and inclusion.

Position Overview

gothamCulture seeks motivated and results-oriented graduate students who are interested in being part of a rapidly growing organizational development consulting firm. Interns will assist Associates with data collection, analysis, presentation development, report writing, and more. Interns will also support our Operations group with project management and coordination tasks.

Successful interns competencies:

- Organization/Planning
 - ◆ Demonstrates strong organization

- ◆ Able to handle many disparate tasks simultaneously
- ◆ Effectively prioritizes to ensure all deadlines are met and all issues are resolved
- Communications
 - ◆ Communicates in a clear, concise, and understandable manner both verbally and in writing to internal and external stakeholders
- Teamwork
 - ◆ Demonstrates strong interpersonal skills
 - ◆ Works toward team success
 - ◆ Removes barriers to cooperation and teamwork across organizations and client networks
- Client Focus
 - ◆ Supports clients by anticipating, understanding, and excelling at meeting their needs
 - ◆ Spends time understanding client requirements and expectations
 - ◆ Builds and maintains strong relationships with clients through consistently courteous and professional interactions
- Analytical
 - ◆ Thinks through tasks and issues methodically, identifies root causes, develops and presents sound and workable solutions
 - ◆ Pays attention to detail and achieves consistent accuracy
 - ◆ Continuously seeks a deeper knowledge of business processes and systems to better resolve issues as they arise
- Leadership
 - ◆ Builds leadership and organizational capability by breaking down barriers, seeking optimal solutions to problems across the firm, with vendors, and with clients
 - ◆ Takes initiative and responsibility to improve work processes, documents those processes, and communicates to the work group
 - ◆ Goes the “extra mile” to learn and understand job functions as well as overall business to achieve a high level of output and client satisfaction
 - ◆ Results oriented

Computer Skills

- Microsoft Office Suite; Google Apps Suite

Optimal Background

- Bachelors degree required; Graduate degree preferred
- Communication development, Research, Prior organizational development experience

Minimum Qualifications

- Enrolled in or graduated from an accredited College/University graduate program in I/O Psychology, Organizational Psychology, Organizational Development or related field of study
- Able to provide at least one letter of recommendation
- Regular attendance and punctuality
- Appropriate organizational fit for gothamCulture
- Well-groomed and able maintain a professional appearance

Job Posting | Organizational Development Intern

- Legally authorized to work in the United States

Time Commitment

- Interns at gothamCulture work between 20 and 40 hours per week and this will be finalized between the intern and gothamCulture based on the candidate's experience and availability
- Internship position last a minimum of six (6) months and may be extended if both parties agree

Location

- New York, NY
- Bainbridge Island, WA
- While the majority of work can be done from the New York or Seattle office, some light travel might be required from time to time

Compensation

Interns are paid at a rate of \$15 per hour.

Contact Information

Please send résumé to: info@gothamculture.com with "Intern Application – FirstName LastName" in the subject line.