



**Ownership  
Works**

## **Intern, Networks & Partnerships Operations**

New York, NY

### **To Apply**

Please visit the [Application Portal here](#). Candidates are encouraged to apply as soon as possible. Due to volume, only those candidates considered for an interview will be contacted.

### **About Ownership Works**

Launched in 2022, Ownership Works (O.W.) is a fast-growing nonprofit organization with a mission to foster economic wellbeing for workers and create thriving workplaces through the power of shared ownership. O.W. helps companies and investors implement shared ownership programs that make every employee an owner and honor the collective effort behind a company's success. At scale, employee ownership can help millions of workers build savings and wealth, often for the first time, at businesses that are more dynamic, resilient, and successful.

O.W. has set an ambitious goal of creating at least \$20 billion of wealth for workers by 2030 and, over the long term, making broad-based employee ownership the new norm at work. To achieve these goals, O.W. has two areas of focus:

**Movement Building.** Through partnerships, network-building, education, data, and storytelling, O.W. is building a movement to increase the adoption of shared ownership by private and public companies. Over 100 private equity firms, financial institutions, foundations, labor advocates, and pension funds have joined the O.W. Consortium as partners and made unprecedented commitments to advance the shared ownership movement.

**Client Advisory Services.** In collaboration with its partners, O.W. helps public and private companies implement broad-based employee ownership programs that improve corporate cultures, increase employee engagement and satisfaction, and create an alignment of interests between employees and employers, all of which can support better outcomes for companies and workers. Since O.W.'s founding, 180 companies have implemented shared ownership programs, reaching over 250,000 workers.

Ownership Works is certified as a [Great Place to Work](#).

For more about O.W.'s programs and impact, visit <https://ownershipworks.org>.

## About the Position

Ownership Works is seeking a Networks & Partnerships (N&P) Operations Intern to support efforts to improve team workflows, strengthen knowledge management, and enhance partner sourcing and engagement. This role is ideal for someone with an interest in workflow optimization, systems thinking, and applying technology to improve organizational effectiveness in a nonprofit or startup environment.

The N&P Operations Intern will work closely with the N&P team to identify opportunities for automation and process improvement, prototype practical solutions, and help scale effective tools and workflows across the organization. They will also gain exposure across the organization and be expected to share learnings on workflow automation and operations optimization.

### *What you'll gain*

- Hands-on experience improving real-world systems and workflows in a mission-driven organization.
- Exposure to partnerships strategy and operations in a growing nonprofit.
- Opportunity to prototype and implement solutions with tangible organizational impact.
- Mentorship and collaboration with a high-performing, cross-functional team.

## Key Responsibilities

- Identify high-impact opportunities to improve or automate core N&P workflows, incorporating team feedback on key pain points.
- Support enhancements to knowledge management systems to improve how information is organized, accessed, and utilized across partner types and industries.
- Conduct research and develop recommendations to strengthen partner sourcing, qualification, and engagement processes.
- Prototype and test tools, agents, or workflow solutions for priority use cases (e.g., briefing materials, vetting scorecards, partner research).
- Evaluate the effectiveness of proposed tech-enabled solutions and recommend pathways for broader adoption.
- Develop clear documentation and guidance to support team-wide implementation.
- Present findings and recommendations to the N&P and Operations & Finance teams.

## Qualifications

- Currently enrolled in or recently graduated from a bachelor's or master's degree program.
- Background in engineering, consulting, operations, or a related field (coursework or practical experience in applying technology solutions preferred).
- Demonstrated interest or experience in workflow optimization, process improvement, or systems design using tech-enabled tools.
- Comfort working in fast-paced, entrepreneurial environments such as startups or nonprofits.
- Strong problem-solving skills and ability to translate ideas into practical solutions.
- Excellent communication skills, including the ability to synthesize findings and present recommendations clearly.
- Self-starter with strong organizational skills and attention to detail.

- Passion for social justice and the mission of Ownership Works.

At Ownership Works, we are dedicated to building a diverse and inclusive workplace, so if you're excited about this position but your experience doesn't precisely align with every qualification, we encourage you to still apply.

### **Equal Opportunity Employer**

Ownership Works is an Equal Opportunity Employer and does not discriminate based on race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or any other legally protected status.

### **Compensation**

Interns will be expected to work from 9:00 AM – 5:00 PM, Monday – Friday, for 10 weeks. The pay for this role is \$17 an hour.

### **Location**

O.W. is building a New York City-based team. The team works from our brand-new Midtown Manhattan office space two days per week.

### **E-Verify**

We use the federal E-Verify system to confirm the employment authorization of all newly hired employees.