



Resident Services Intern

About True Ground Housing Partners

True Ground Housing Partners (formerly APAH) was founded in 1989 by four families motivated to address affordable housing in Arlington, VA. Today, we have grown into one of the region's leading nonprofit affordable housing developers. Our rental communities provide affordable housing to more than 5,000 people in the Washington DC Metro Region for neighbors earning between 30% and 80% of the Area Median Income (AMI). True Ground exists to provide quality affordable housing and resident-centered programming to help our residents make the most of their home.

Applicants must be a current undergraduate student with a demonstrated interest in affordable housing, human services, social work or a related field. As an organization, True Ground is dedicated to improving the participation of diverse and underrepresented groups in non-profit industries. We strongly encourage members of these underrepresented groups and candidates with lived experience in affordable housing, unstable housing or homelessness to apply for this internship.

Highlights of the Internship will include:

- Participate in the planning and implementation of summer camp, summer socials, True Grounds' annual Ready to Learn Initiative, and other large-scale events.
- Conduct outreach to residents by promoting evening classes/programs, workshops and special events through flyers and phone calls.
- Assist with food distribution during weekly Arlington Food Assistance Center (AFAC) deliveries and additional hot meal distributions.
- Facilitate logistics for regularly scheduled and special programs, including room set up, provision of food and childcare when needed, clear communication with partners and attendees.
- Other duties as assigned.

The ideal candidate is:

- Studying human services, social work, or other related fields
- Proficiency in Microsoft Office with an emphasis on Word, Outlook, and Excel
- Some interest in co-leading groups
- Willingness to learn and adjust to different tasks and challenges as they arise
- Ability to prioritize tasks and manage time effectively
- A conscientious, curious, and well-organized self-starter
- Able to work in a dynamic, fast-paced setting with flexibility and creativity
- Outgoing, with strong communication skills, empathetic, good sense of humor, and team-oriented
- Appreciative of the mission of affordable housing
- Regular access to a vehicle is required to support resident programming across our Arlington portfolio

The internship runs for eight to ten weeks, with an initial start date on or about Jun 2, 2025.

Typical workdays are in-person, Monday through Friday, 40 hours per week between the hours of 10:00 a.m. and 6:30 p.m.

Salary: \$20 per hour

Equal Opportunity Employment

True Ground offers equal employment opportunities (EEO) to employees and applicants for employment and prohibits unlawful discrimination and unlawful harassment on the basis of race, color, religion, national origin, gender, age, disability, gender identity or expression, veteran status, marital status, sexual orientation or any other protected classes or categories as defined by federal, state or local laws. This policy applies to all terms and conditions of employment including, but not limited to recruitment, selection, promotion, termination, layoff, recall, transfer, leave of absence, training program participation, compensation and all other terms, conditions and privileges of employment.

True Ground is an [E-verify employer](#) and will provide the federal government with Form I-9 information to confirm authorization to work in the US. True Ground will only use [E-Verify](#) once a job offer is accepted, following submission of the Form I-9.