

Hudson Square Business Improvement District Summer Planning Intern (2026)

About the BID

The Hudson Square Business Improvement District (HSBID) is a New York City not-for-profit organization that works to enhance the quality of life for people who live, work, and visit the Hudson Square neighborhood. The BID advances a socially, environmentally, and economically sustainable community through public realm improvements, sustainability initiatives, and community engagement.

Hudson Square is nestled among the densely populated neighborhoods of SoHo, the West Village, and Tribeca, and has become one of NYC's Creative Districts with cutting-edge companies spanning media, communications, advertising, design, and technology. Some of the companies that call Hudson Square home include Google, Edelman, Glossier, Horizon Media, New York Public Radio, Wieden + Kennedy, Squarespace, Supreme, Viacom, Warby Parker, and the Walt Disney Company.

About the Position

Hudson Square BID is seeking a motivated and detail-oriented Summer Planning Intern to assist in projects related to improving the public realm, with a focus on data analysis, fieldwork, and understanding how Hudson Square's public spaces function and perform. This internship provides a unique opportunity for a passionate individual to gain hands-on experience in urban planning/design, placemaking, community engagement, and sustainability. Candidates must work in person for at least three days/week (with the option of full-time available) at our office in Lower Manhattan.

- Compensation: \$20/hour
- Dates: Early May through mid-August (flexible depending on academic schedule)

Responsibilities

- Public Space Observations and Analysis
 - Conduct observational studies and intercept surveys across Hudson Square's public spaces, including HSBID's new pedestrian plaza on Little Sixth Avenue, to understand how these spaces are used and experienced
 - Analyze public space usage and HSBID's mobility data to understand patterns of movement and activity
 - Document patterns of behavior, dwell time, and peak activity periods across public spaces
 - Observe and document maintenance conditions and identify patterns related to operations and upkeep
 - Identify key patterns and insights to better understand and communicate public space performance
 - Develop materials (e.g., dashboards, presentations) that translate data into clear findings and actionable insights for planning, decision-making, and communication

- Neighborhood Data Systems and Analysis
 - Support the organization, standardization, and structuring of key datasets across the Planning program, including contributing to the development of a more cohesive framework for managing and analyzing neighborhood data
 - Build and maintain structured datasets (e.g., geocoded storefronts, demographic and land use data, residential development)
 - Analyze HSBID's environmental datasets (e.g., tree health, canopy coverage) to develop insights that inform HSBID's planning, marketing, and operations work
 - Identify and compile relevant datasets from across New York City to contextualize findings and understand how Hudson Square compares to peer neighborhoods
 - Synthesize findings across datasets to identify trends, relationships, and key takeaways

- Supporting Planning and Implementation Work

In addition to the core analytical work, the intern will support ongoing planning and implementation activities, including:

 - Supporting field visits and on-site coordination during the installation of the new pedestrian plaza on Little Sixth Avenue, including furnishing placement and setup
 - Assisting with coordination of public art installations and volunteer events (e.g., asphalt mural painting at the new pedestrian plaza)
 - Supporting site visits, project meetings, documentation, and general planning team activities

Qualifications

- Currently enrolled in an undergraduate or graduate program related to urban planning, urban design, geography, environmental studies, or a related field
- Strong organizational and analytical skills with the ability to manage multiple tasks
- Basic proficiency in Microsoft Excel, Word, GIS, and Adobe Creative Suite
- Interest in public space, placemaking, and sustainability. Familiarity with the NYC context is a plus.
- Comfort conducting fieldwork and interacting with people in public spaces
- Ability to collect, organize, and critically analyze qualitative and quantitative data
- Previous experience with public space observation and community engagement is a plus
- Team player, flexible in stepping in to help various divisions when needed; curious, proactive, and eager to learn from others both in and out of the office

How to Apply

Interested candidates should submit a resume and cover letter to jobs@hudsonsquarebid.org with the subject line "Summer Planning Intern Application 2026." Shortlisted candidates will be contacted for interviews.