

# STUDENT HIRING IN MORNINGSIDE HEIGHTS

## [Morningside Area Alliance](#)

To promote your staff positions through Morningside Area Alliance, email to [info@morningsidealliance.org](mailto:info@morningsidealliance.org). To add hiring resources to this document, [comment online](#). If you seek support from a student team / consultancy relationship, contact [info@morningsidealliance.org](mailto:info@morningsidealliance.org) for additional resources.

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# VOLUNTEER RECRUITMENT

## New York Cares

All New York Cares programs are hands-on and team-based, allowing volunteers to engage in direct service with other caring New Yorkers.

**Project Guidelines:** Projects are team-focused, with teams typically ranging from 5-20 people. Projects **do not** engage volunteers in mailing, fundraising or clerical work. Projects can address one-time or ongoing needs.

Registration: <https://www.newyorkcares.org/community-partners/register>

## NYC Service

NYC Service has engaged over one million New Yorkers to volunteer and make our City a better place. We welcome your organization to join our volunteer community. Together we can harness and focus the energies of our citizens to the areas of greatest local need.

Only Schools, city agencies, and organizations with 501(c)3 status may post volunteer opportunities on [nyc.gov/service](http://nyc.gov/service).

Registration link: [https://www.nycservice.org/about\\_organizations](https://www.nycservice.org/about_organizations)

## Taproot Foundation

We help nonprofits and social change organizations solve critical challenges in their communities with the support of skilled volunteers sharing their expertise pro bono. Includes On-Demand Pro Bono Support with Taproot Plus, Speed Consulting Events, One Day Group Consulting. Learn more: <https://www.taprootplus.org/nonprofits>.

## VolunteerMatch

VolunteerMatch, [VolunteerMatch.org](http://VolunteerMatch.org), is an online forum and database predicated on strengthening communities by making it easier for good people and good causes to connect. The organization offers organizations a community of nonprofit, volunteer and business leaders committed to civic engagement. Volunteer Match's popular service welcomes millions of visitors a year and has become the preferred internet recruiting tool for more than 97,000 nonprofit organizations.

# HIRING STUDENTS AND INTERNS

## Beyond Barnard

All opportunities are submitted and managed through "Handshake." Handshake is also used by additional colleges, helping to extend your search. Register and post a position at Barnard: [https://barnard.joinhandshake.com/employer\\_registrations/new](https://barnard.joinhandshake.com/employer_registrations/new)

More information: <https://barnard.edu/beyond-barnard/employers-partners>. Contact: [beyondbarnard@barnard.edu](mailto:beyondbarnard@barnard.edu).

## City College

Whether your organization has a full-time, part-time or internship position, you can post those opportunities to our students and alumni through our online job database CCNY Career Connections (<https://www.ccnycuny.edu/CPDI/employer-services>). Register to post an opportunity: [https://ccny-csm.symplicity.com/employers/?signin\\_tab=3](https://ccny-csm.symplicity.com/employers/?signin_tab=3)

## Columbia College, Columbia Engineering, School of General Studies

The Center for Career Education establishes connections and facilitates interaction among undergraduate students, graduate students, alumni, employers, and organizations to generate opportunities that help students pursue their personal and professional objectives.

[LionSHARE](#), powered by Handshake, is Columbia College Career Education Center's job board which allows employers to post available jobs and internships to the students and alumni served by the Center for Career Education (CCE). LionSHARE is one of the most effective ways for employers to communicate opportunities and receive student applications directly through the portal. CCE requires all employers to post jobs and internships on LionSHARE. [Create a LionSHARE Account link >>](#)

For Internships and to access [additional support for your internship program](#), reach out to staff through this form. <https://www.careereducation.columbia.edu/contact>.

More information: <https://www.careereducation.columbia.edu/employers> and (212) 854-5609.

## Columbia University Graduate School of Architecture, Planning and Preservation

Columbia GSAPP does not advertise unpaid positions or internships, and expects employers to fairly compensate students for work completed. To post a position, create an account on Columbia's Career Services Platform [GSAPP Gateway](#).

General Queries: [careers@arch.columbia.edu](mailto:careers@arch.columbia.edu)

For industry specific contact and internships (for credit) including Real Estate, Urban Planning, Historic Preservation, etc., learn more online at: <https://www.arch.columbia.edu/career-services/alumni-employers>

## Columbia University School of Social Work

Contact: [swcareer@columbia.edu](mailto:swcareer@columbia.edu).

Using Career Connect, you can advertise your full-time openings, summer internships, and fellowship opportunities to 900+ MSW students and a growing network of alumni. Create Career Connect Account Online at <https://employer.gradleaders.com/ColumbiaSW/Employers/Login.aspx?jprid=5022>

Field Education - Field Educators hosting MSW interns during the academic year. For more information, visit <https://socialwork.columbia.edu/field-educators/>

## Columbia University SIPA

Master of International Affairs (MIA), Master of Public Administration (MPA), and Master of Public Administration in Environmental Science Policy (MPA-ESP)

To post a job online, visit:

<https://employer.gradleaders.com/CUSIPA/Employers/Login.aspx?jprid=5978>.

Contact: Career Advancement Center (CAC), School of International and Public Affairs, [sipa\\_cac@sipa.columbia.edu](mailto:sipa_cac@sipa.columbia.edu), 212-854-6190,

Capstone Projects Client Engagement: Student teams, working under the supervision of a faculty expert, answer a carefully defined problem posed by the client. Each team (approx. 6 students) produces an actionable report and an oral briefing of their findings at the close of the workshop that is designed to translate into real change on the ground. Applications are accepted on a rolling basis. [Apply to be a Capstone Client - information link](#). Contact: Suzanne Hollmann, the Capstone Program Director, at [suzanne.hollmann@sipa.columbia.edu](mailto:suzanne.hollmann@sipa.columbia.edu) or (212) 854-6279.

## Hunter College Career Development Services

Hunter offers a diverse student body consisting of students who are dedicated, highly trained, and serious about their career goals. Companies with available job or internship positions can log on and create a profile on Hunter's online recruitment system.

Register to post a position:

[https://hunter-cuny-csm.symplicity.com/employers/?signin\\_tab=3](https://hunter-cuny-csm.symplicity.com/employers/?signin_tab=3)

Contact: [career@hunter.cuny.edu](mailto:career@hunter.cuny.edu)

## Manhattan School of Music

The Center for Career Readiness and Community Impact” (CCRCI)

Contact: [centerforimpact@msmny.com](mailto:centerforimpact@msmny.com). For Hire a Musician, learn more online at:

<https://www.msmny.com/hire-a-musician/>

## Teachers College / TC Next

Teachers College students explore masters level coursework in the following areas: Arts & Humanities, Biobehavioral Sciences, Counseling & Clinical Psychology, Curriculum & Teaching, Education Policy & Social Analysis, Health & Behavior Studies, Human Development, International & Transcultural Studies, Mathematics, Science & Technology, and Organization & Leadership.

To recruit at TC, complete the interest form found here:

<https://docs.google.com/forms/d/e/1FAIpQLSfUNeH7f7VYg7ajGI87TslawbGjtDDPpxBTNc2s4TiBU5BDeg/viewform>

## OTHER RESOURCES

### City Limits

Post a job (fee) <https://jobs.citylimits.org/products>

City Limits is a New York City-based nonprofit news agency that publishes investigative and in-depth reporting on urban life and policy. Through sites such as CityLimits.org, BkBureau.org, and BronxBureau.org, CityLimits works to strengthen community engagement on civic, economic and social-justice issues. CityLimits accepts job postings on its site.

### Idealist

Post a job (fee): <https://www.idealists.org/sign-up-to-post>

Idealist is an online portal that focuses on connecting people, organizations, and resources to “help build a world where all people can live free and dignified lives.”

Idealist provides organizations with the opportunity to recruit people to work with or join their teams by creating an organization page to increase online presence, by posting jobs, action opportunities, internships, volunteer opportunities and events, and by connecting with volunteers, donors, and supporters.

## NYC Summer Youth Employment Program

Learn more:

<https://www1.nyc.gov/site/dycd/services/jobs-internships/summer-youth-employment-program-syep.page>

Local SYEP hiring resources: [West Harlem Development Corporation \(Arise!\)](#) and Police Athletic League ([Police Athletic League, Inc. Phone: 718-947-7651](#))

The Summer Youth Employment Program (SYEP) provides New York City youth between the ages of 14 and 24 with paid summer employment for up to six weeks in July and August. Programs are located in community-based organizations in all five boroughs of New York City. Youth can apply for the program online or at a community-based organization during the application period. Applicants are selected on a lottery-based system. Employers are encouraged to apply as work sites for the program.

## INTERESTED IN HIRING STUDENTS RECEIVING FEDERAL WORK STUDY (FWS)?

The Federal Work-Study program is a form of financial assistance provided to students through part-time employment. This aid can vary in amounts and availability by school and be awarded based on need. Many schools connect nonprofit organizations with federal work study students as a way to expand student work opportunities beyond campus. Nonprofits request to be a work study site from the school and if approved, sign an agreement. The agreement will specify the amount of award (the amount of salary) approved for the nonprofit and the reimbursement the nonprofit will make. The nonprofit agrees that the student will be paid by the school, at a wage rate (within a range) set by the nonprofit. The school will bill the nonprofit for reimbursement. As of 2022, the amount due the employer is 25% of the total wages paid to the student.

### FWS CONTACTS

Columbia University Federal Work Study, Contact Lizette Lopez, [l2011@columbia.edu](mailto:l2011@columbia.edu)  
Barnard College Federal Work Study, Contact Rashaan Jiles, [rjiles@barnard.edu](mailto:rjiles@barnard.edu)  
City College Federal Work Study, Contact [fws@ccny.cuny.edu](mailto:fws@ccny.cuny.edu).