



2023

SUMMER
INTERNSHIP
PROGRAM

WELCOME

Acadia Realty Trust (NYSE:AKR) is an equity real estate investment trust focused on delivering long-term, profitable growth via its dual - core and opportunity fund - platforms. We attribute our success to our differentiated platform and to our team's steadfast commitment to our company's four core values: integrity, intensity, intelligence, and innovation.

CONTENTS

4-7

Acadia Company Overview

8-15

Intern Program Overview

16-23

Detailed Job Descriptions by Department



ACADIA OVERVIEW



STREET RETAIL



840 N MICHIGAN AVE
THE GOLD COAST
CHICAGO, IL

URBAN RETAIL



CITY CENTER
SAN FRANCISCO, CA

DENSE SUBURBAN RETAIL



CROSSROADS SHOPPING CENTER
WHITE PLAINS, NY

WHO WE ARE

Acadia Realty Trust (NYSE:AKR) is an equity real estate investment trust focused on delivering long-term, profitable growth via its dual – core and opportunity fund – platforms. Our energized team is accomplishing this goal by building a best-in-class, location-driven core real estate portfolio with meaningful concentrations of assets in the nation's most dynamic urban and street-retail corridors, including those in New York, Chicago, Los Angeles, San Francisco, Washington DC, and Boston. At the same time, we manage opportunistic and value-add investments through our series of discretionary, institutional funds.

WHERE WE ARE

New York SoHo NoHo Tribeca Union Square Upper East Side Madison Avenue The Bowery Midtown Brooklyn Connecticut Greenwich Westport Chicago The Gold Coast Magnificent Mile The Loop West Loop Lincoln Park Lakeview Wicker Park Washington D.C. Georgetown Dupont Circle Boston Cambridge Georgia Savannah Broughton Street Los Angeles Melrose San Francisco Union Square Dallas

WHAT WE DO

THE ACADIA ADVANTAGE

- Street retail and suburban shopping center focus
- Core and value-add investment capability
- No maximum deal size
- Invest throughout capital stack
- Will consider mixed-use transactions
- ABILITY TO CLOSE ALL-CASH IN AN EXPEDITED TIME FRAME**



CORE PORTFOLIO

- High-quality assets
- Target geography: New York, DC, Los Angeles, Chicago, Boston, Atlanta, Miami, Dallas Phoenix; and surrounding metropolitan areas
- Infill locations with attractive demographics
- Ability to invest throughout the capital stack including origination of first mortgages
- Will assume existing financing
- Ability to create tax efficient transactions and liquidity through operating partnership units



OPPORTUNITY FUND

- Value-add transactions
- Target geography of primary and secondary markets throughout the U.S.
- Target return adjusted for risk
- Ability to invest throughout the capital stack including origination of mezzanine debt and preferred equity







ACADIA
REALTY TRUST

INTERN PROGRAM OVERVIEW



WEDNESDAY

20

JULY

AKR

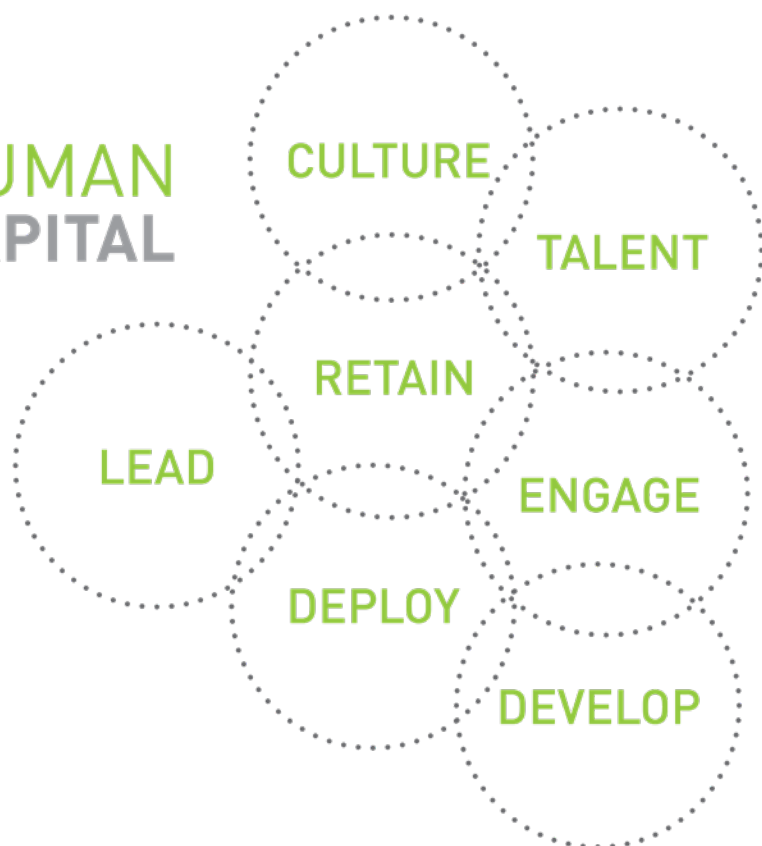
LISTED

NYSE

PROGRAM SUCCESS



HUMAN CAPITAL



Acadia Realty Trust is committed to the on-going development and execution of our Human Capital Plan. Our HC Plan is one that fosters team building, individual commitment, and personal growth to create a respectful workplace where our associates are treated fairly and are highly motivated to succeed. We are focused on growing our talent organically through our formalized Internship and Training programs.

94+

INTERNS
& TRAINEES
SINCE '12



17

INTERNS OR
TRAINEES OFFERED
FULL-TIME
EMPLOYMENT
SINCE '12

9

CURRENT FULL TIME
EMPLOYEES FROM
PREVIOUS INTERN
CLASSES







APPLICATION & INTERVIEW PROCESS

Interested students should apply for summer internship positions online on our Careers Page at [acadiarealty.com](https://www.acadiarealty.com). As applications are reviewed, phone interviews will be conducted followed by interviews with additional Acadia team members. Summer internships at Acadia are designed to be 10 weeks and begin during the first full week of June once spring semesters have been completed at most schools.

DATES: June - August / **HOURS:** Varies / **COMPENSATION:** Paid

Acadia offers internships in various departments throughout the organization that provide hands-on learning in your specific area of interest. Summer interns are assigned a mentor who will provide guidance throughout the duration of their internship. Summer Interns will be encouraged to learn as much as possible about Acadia and how all of the various departments inter-relate during their experience with us. Interns are challenged with specific responsibilities and often get the opportunity to assist on highly-visible assignments.

Summer interns are evaluated on their performance through a group presentation to senior management and key executives which provides the opportunity to highlight experiences and accomplishments and gain exposure within the organization.

PREREQUISITES*:

Acadia is seeking students who have completed their junior year in college. Successful candidates are highly motivated to learn about the commercial real estate industry and possess excellent communication skills and a strong work ethic. Certain internship positions may involve travel and extended working hours.

*We do accept graduate students and law school students where applicable.
Please include specific departmental interests in your cover letter.



ACQUISITIONS

Acadia is currently seeking a qualified intern to join its Acquisitions team, who can participate in the identification, analysis and presentation of real estate acquisitions. The successful intern will learn a variety of Acquisitions/Finance strategies and assist in building institutional quality financial models.

JOB DESCRIPTION

Interns are assigned a mentor who will provide guidance throughout the duration of their internship. Interns will be encouraged to learn as much as possible about Acadia and how Acadia's various departments collaborate throughout the acquisitions process. The intern should be prepared to work in a fast-paced team environment, and will finish the internship having gained broad experience in the deal analysis of retail-focused commercial real estate.

INTERNS WILL BE EXPOSED TO & PROVIDED SUPPORT IN THE FOLLOWING AREAS:

- Assists in evaluating potential acquisitions, redevelopments, and ground-up developments to be presented to senior management
- Building institutional quality financial models using Excel and Argus
- Assist in the acquisition due diligence and closing process
- Assist writing detailed Investment Committee memorandum

REQUIREMENTS:

- Must be enrolled in a college degree program at an accredited institution
- Must have completed junior year of college
- Must be able to work on-site in Rye, NY
- Must have a GPA of 3.0 or above
- Must have unrestricted work authorization in the US without a visa or sponsorship
- Ability to work 40 hours per week

DESIRED CHARACTERISTICS:

- Highly self-motivated
- Ability to prioritize challenging work schedule/multi-task
- Strong written and verbal communications skills
- Proficient in Microsoft Office, particularly Excel
- Pursuing degree in related area including commercial real estate, business or related field

Acadia Realty is an Equal Opportunity Employer - M/F/Veteran/Disability/Sexual Orientation/Gender Identity



DEVELOPMENT

Acadia is currently seeking a qualified intern to join its Development department, who can provide assistance with the overall management of the development process of large scale retail properties.

JOB DESCRIPTION

Interns are assigned a mentor who will provide guidance throughout the duration of their internship. Interns will be encouraged to learn as much as possible about Acadia and how all of the various departments inter-relate during their experience with us. The intern should be prepared to work in a fast-paced team environment, and will apply their skills and diligence toward the various disciplines within the Development department. The intern will finish the internship having gained broad experience in how successful retail and commercial real estate companies execute on development and re-development strategies.

INTERNS WILL BE EXPOSED TO & PROVIDE SUPPORT IN THE FOLLOWING AREAS:

- Assist in the creation and maintenance of property-level financial models for Fund assets; which includes budgeting for re-development and re-leasing costs; projecting lease-up rents and cash flows; incorporating operating costs and net operating income; inserting debt and equity terms; and confirming investment metrics.
- Perform updating and maintenance of financial models for current re-development assets, such as confirming current rent and operating cost projections; inserting actual income and costs; and re-projecting investment metrics.
- Present financial analysis and updated models to SVP of Department and other executives.
- Oversee in the development of concept plans for re-development properties, such as floor plans and renderings, and coordinate with leasing on the final product.
- Track the status of assets currently under re-development, by monitoring estimated completion dates and budgets and understanding any changes to current projections.
- Coordinate Acadia's obligations that pertain to construction and development items for new tenants in our buildings and shopping centers.
- Assist in Acadia's interfacing with 3rd parties, such as lenders, co-op boards, neighbors, government entities, etc.
- Attend construction and development meetings, and coordinate or follow up on miscellaneous items.

REQUIREMENTS:

- Must be enrolled in a college degree program at an accredited institution
- Must have completed junior year of college
- Must be able to work onsite in Rye, NY
- Must have a GPA of 3.0 or above
- Must have unrestricted work authorization in the US without a visa or sponsorship
- Ability to work 40 hours per week

DESIRED CHARACTERISTICS:

- Highly self-motivated
- Ability to prioritize challenging work schedule/multi-task
- Strong written and verbal communications skills
- Proficient in Microsoft Office, particularly Excel
- Pursuing degree in related area including commercial real estate.
- Demonstrated ability to run financial models through Excel and Argus.

Acadia Realty is an Equal Opportunity Employer - M/F/Veteran/Disability/Sexual Orientation/Gender Identity



LEASING

Acadia is currently seeking a qualified intern to join its Leasing team, who can participate in the full cycle of the deal making process. The successful intern will learn a variety of Leasing strategies and support the Director of Leasing in a professional and well organized manner.

JOB DESCRIPTION

Interns are assigned a mentor who will provide guidance throughout the duration of their internship. Interns will be encouraged to learn as much as possible about Acadia and how all of the various departments inter-relate during their experience with us. The intern should be prepared to work in a fast-paced team environment, and will finish the internship having gained broad experience in Leasing matters from the landlord side of commercial real estate.

INTERNS WILL BE EXPOSED TO & PROVIDE SUPPORT IN THE FOLLOWING AREAS:

- Possible travel including air and ground transportation.
- Canvas local retailers to generate new leads.
- Research competitive market information and maintain understanding of market dynamics and trends.
- Prepare materials for meetings and presentations, including assisting with compiling information creating reports and preparing/maintaining PowerPoint presentations.

REQUIREMENTS:

- Must be enrolled in a college degree program at an Accredited Institution
- Must have completed junior year of college
- Must be able to work onsite in Rye, NY
- Must have a GPA of 3.0 or above
- Must have unrestricted work authorization in the US without a visa or sponsorship
- Ability to work 40 hours per week

DESIRED CHARACTERISTICS:

- Highly self-motivated
- Ability to prioritize challenging work schedule/multi-task
- Strong written and verbal communications skills
- Proficient in Microsoft Office, particularly Excel
- Pursuing degree in related area including commercial real estate, business or related

Acadia Realty is an Equal Opportunity Employer - M/F/Veteran/Disability/Sexual Orientation/Gender Identity



LEGAL

Acadia is currently seeking a qualified intern to join its in-house Legal department for a paid summer internship position. The successful intern will be a part of Acadia's company-wide internship program and will participate in commercial real estate and general corporate matters.

JOB DESCRIPTION

The intern will be assigned a mentor who will provide guidance throughout the duration of the internship. The intern will be encouraged to learn as much as possible about Acadia and the commercial real estate industry during his/her experience with us. The intern should be prepared to work individually as well as collaboratively in a fast-paced environment and should finish the internship having gained broad experience in legal matters from a commercial real estate perspective.

INTERNS WILL BE EXPOSED TO & PROVIDE SUPPORT IN THE FOLLOWING AREAS:

- Assisting with commercial real estate transactions, including acquisitions, dispositions, joint ventures, leasing and financings
- Aiding in the review, negotiation and drafting of purchase and sale agreements, loan documents, joint venture agreements, loan documents and other related documents
- Assisting with general corporate matters, including preparing organizational and governance documents
- Interfacing with other in-house departments such as acquisitions, leasing, lease administration, property management and development on various real estate matters

REQUIREMENTS:

- Must be enrolled in a college degree program at an Accredited Institution
- Must have completed his/her 1L year of law school
- Must have completed junior year of college
- Must be able to work onsite in Rye, NY
- Must have a GPA of 3.0 or above
- Must have unrestricted work authorization in the US without a visa or sponsorship
- Ability to work 40 hours per week

DESIRED CHARACTERISTICS:

- Highly self-motivated
- Ability to prioritize challenging work schedule/multi-task
- Strong written and verbal communications skills
- Strong interpersonal and customer service skills

Acadia Realty is an Equal Opportunity Employer - M/F/Veteran/Disability/Sexual Orientation/Gender Identity



CONSTRUCTION

Acadia is currently seeking a qualified intern to join its Construction department, who can provide assistance with the overall management of the construction process of large and medium scale retail properties. The successful intern will learn a variety of Construction strategies, including Estimating, purchasing, construction cost analysis and budgeting, and scheduling.

JOB DESCRIPTION

Interns are assigned a mentor who will provide guidance throughout the duration of their internship. Interns will be encouraged to learn as much as possible about Acadia and how all of the various departments inter-relate during their experience with us. The intern should be prepared to work in a fast-paced team environment, and will finish the internship having gained broad experience in how successful retail and commercial real estate properties operate.

INTERNS WILL BE EXPOSED TO & PROVIDE SUPPORT IN THE FOLLOWING AREAS:

- Assist in the development of cost effective plans for the completion of projects, by systematically evaluating the available resources, and utilizing them in a manner that best suits the needs of the individual project.
- Assist in the selection and coordination of subcontractors' work on various phases of a project
- Assist in the preparation of project estimates, bid packages and bid comparisons
- Attend pre-bid meetings
- Attend estimate reviews
- Assist in the review of architectural and engineering drawings to ensure that all specifications and regulations are being followed – review and understand the Landlord's Scope letters.
- Assist in the Due Diligence process associated with potential corporate acquisitions and dispositions
- Assist in the tracking and control of the construction schedule and project costs
- Assist in the preparation of as-built floor plans of vacated tenant spaces utilizing AutoCAD

REQUIREMENTS:

- Must be enrolled in a college degree program at an accredited institution
- Must have completed their junior year in college.
- Must be able to work onsite in Rye, NY
- Must have a GPA of 3.0 or above
- Must have unrestricted work authorization in the US without a visa or sponsorship

DESIRED CHARACTERISTICS:

- Highly self-motivated
- Ability to prioritize challenging work schedule/multi-task
- Strong written and verbal communications skills
- Strong understanding for construction plans and technical specifications
- Proficient in Microsoft Office
- Excellent analytical and problem-solving skills
- Pursuing degree in related area including commercial real estate, business or related field

Acadia Realty is an Equal Opportunity Employer - M/F/Veteran/Disability/Sexual Orientation/Gender Identity



ESG

Acadia is currently seeking a qualified intern to join its Environmental, Social & Governance Department for a paid summer internship position. The successful intern should be passionate about ESG with experience in executing innovative environmental related projects.

JOB DESCRIPTION

At Acadia we are dedicated to implementing a full ESG strategy that covers data collection, ratings, disclosure, and environmental and social initiatives at our buildings and in our offices. Acadia is seeking a qualified intern to partner with its Director of ESG in its 10-week paid internship program. Interns will be encouraged to learn as much as possible and will have the opportunity to learn how to engage with other departments during this program. The successful intern should be passionate about ESG with experience in executing innovative environmental related projects. The candidate will be an effective communicator as well as an independent self-starter who can exercise sound judgement, prioritize assignments and meet deadlines.

INTERNS WILL BE EXPOSED TO & PROVIDE SUPPORT IN THE FOLLOWING AREAS:

- Contribute to the strategy development of Acadia's ESG program.
- Conduct research, create reports on program efforts, and conceptualize new ideas for ESG and sustainability initiatives, data collection, employee programs and community engagement.
- Learn about utility data and work on building to portfolio initiatives to conserve carbon, energy, water and waste.
- Work on special, related projects as needed.

REQUIREMENTS:

- Must be enrolled in a college degree program at an accredited institution
- Must have completed junior year of college
- Must be able to work onsite in Rye, NY
- Must have a GPA of 3.0 or above
- Must have unrestricted work authorization in the US without a visa or sponsorship

DESIRED CHARACTERISTICS:

- Highly self-motivated
- Ability to prioritize challenging work schedule/multi-task
- Strong written and verbal communications skills
- Proficient in Microsoft Office
- Excellent analytical and problem-solving skills
- Pursuing degree in related area including commercial real estate, business, environmental science/studies or related field

Acadia Realty is an Equal Opportunity Employer - M/F/Veteran/Disability/Sexual Orientation/Gender Identity

PROPERTY MANAGEMENT

RYE, NY

Acadia is currently seeking a qualified intern to join its Property Management group, who can participate in the day-to-day operations of retail and commercial real estate properties. The successful intern will learn a variety of property management operational strategies, including tenant relations and the selection and supervision of service companies through job shadowing.

JOB DESCRIPTION

Interns are assigned a mentor who will provide guidance throughout the duration of their internship. Interns will be encouraged to learn as much as possible about Acadia and how all of the various departments inter-relate during their experience with us. The intern should be prepared to work in a fast-paced team environment and will finish the internship having gained broad experience in how successful retail and commercial real estate properties operate.

INTERNS WILL BE EXPOSED TO & PROVIDE SUPPORT IN THE FOLLOWING AREAS:

- Commercial real estate management with an emphasis on retail store & shopping center management
- Budgeting and forecasting
- Assist in bidding, negotiating & managing vendor contracts
- Involvement in building & mechanical systems

REQUIREMENTS:

- Must be enrolled in a college degree program at an Accredited Institution
- Must have completed junior year of college
- Must be able to work onsite in Rye, NY
- Must have a GPA of 3.0 or above
- Must have unrestricted work authorization in the US without a visa or sponsorship
- Ability to work 40 hours per week

DESIRED CHARACTERISTICS:

- Highly self-motivated
- Ability to prioritize challenging work schedule/multi-task
- Strong written and verbal communications skills
- Proficient in Microsoft Office, particularly Excel
- Strong customer service skills
- Pursuing degree in related area including commercial real estate or other related area

Acadia Realty is an Equal Opportunity Employer - M/F/Veteran/Disability/Sexual Orientation/Gender Identity

PROPERTY MANAGEMENT

CHICAGO, IL

While Acadia's internship program is based in its corporate office in Rye, NY, Acadia is also seeking a qualified intern to join the property management group based in the mid-west regional office in Chicago, IL who can participate in the day-to-day operations of retail and commercial real estate properties. The successful intern will learn a variety of property management operational strategies, including tenant relations and the selection and supervision of service companies through job shadowing.

JOB DESCRIPTION

Interns are assigned a mentor who will provide guidance throughout the duration of their internship. Interns will be encouraged to learn as much as possible about Acadia and how all of the various departments inter-relate during their experience with us. The intern should be prepared to work in a fast-paced team environment and will finish the internship having gained broad experience in how successful retail and commercial real estate properties operate.

INTERNS WILL BE EXPOSED TO & PROVIDE SUPPORT IN THE FOLLOWING AREAS:

- Commercial real estate management with an emphasis on retail store & shopping center management
- Budgeting and forecasting
- Assist in bidding, negotiating & managing vendor contracts
- Involvement in building & mechanical systems.

REQUIREMENTS:

- Must be enrolled in a college degree program at an Accredited Institution
- Must have completed junior year of college
- Must be able to work onsite in Chicago, IL and occasionally travel to Rye, NY office
- Must have a GPA of 3.0 or above
- Must have unrestricted work authorization in the US without a visa or sponsorship
- Ability to work 40 hours per week

DESIRED CHARACTERISTICS:

- Highly self-motivated
- Ability to prioritize challenging work schedule/multi-task
- Strong written and verbal communications skills
- Proficient in Microsoft Office, particularly Excel
- Strong customer service skills
- Pursuing degree in related area including commercial real estate or other related area

Acadia Realty is an Equal Opportunity Employer - M/F/Veteran/Disability/Sexual Orientation/Gender Identity

Apply online on our Careers page:

www.acadiarealty.com

CORPORATE HEADQUARTERS

411 Theodore Fremd Avenue, Suite 300
Rye, NY 10580

MANHATTAN OFFICE

280 Park Avenue, Suite 2803W
[West Building, 28th Floor]
New York, NY 10017

MIDWEST REGIONAL OFFICE

639 W Diversey Pkwy, Ste 202
Chicago, IL 60614

MID-ATLANTIC REGIONAL OFFICE

3001 Brandywine Pkwy
Wilmington, DE 19803

