

# 2015 NYC SUMMER INTERNSHIP PROGRAM

## PARKS & RECREATION-082

**Contact:** Leslie Nusblatt  
**Phone:** (212) 360-8212  
**Fax:** (212) 360-8263  
**Email:** Leslie.Nusblatt@parks.nyc.gov

### AGENCY DESCRIPTION

The New York City Department of Parks and Recreation manages 14 percent of the land in New York City. These assets range from playgrounds and large parks, to tranquil wooded areas and over 14 miles of beaches. Parks serve as New Yorkers' backyards, as vital meeting areas for outdoor play and recreation – but also as critical engines for economic growth and development.

The past decade has seen a remarkable expansion of this system, with new parks, playgrounds, recreational facilities, and amenities opening across the five boroughs. The Bronx River was transformed from an urban dumping ground into a waterway that welcomes kayakers and has gleaming new parks dotting its shoreline. In Queens, Elmhurst Park flourishes where huge gas tanks once stood. In Manhattan, the High Line is a unique open space that brings much needed parkland to the Chelsea community. Brooklyn's once-abandoned industrial waterfront is revitalized with the creation of Brooklyn Bridge Park, Transmitter, and Bushwick Inlet Parks. On Staten Island, Freshkills will cover 2,200 acres of former landfill with lush rolling hills and winding streams. And through PlaNYC, we are ensuring a greener and more sustainable city for future generations. NYC Parks has built new regional parks, restored abandoned Works Progress Administration-era facilities such as McCarren Pool, greened asphalt traffic medians, converted part-time schoolyards into full-time public playgrounds, and has already planted more than 800,000 trees toward our goal of one million.

The work of the agency goes far beyond the maintenance of 14% of New York City's land. Parks is the City's leading programmer of cultural, athletic and social activities, including nature walks, concerts, learn-to-swim classes, sports clinics, historic house tours, and much more. Each year Parks hosts annual events such as WinterJam, Adventures NYC, and the Pumpkin Festival. In addition, Parks produces many special events, concerts and movie premieres, as well as providing free rental equipment for skating, baseball, and miniature golf.

The Parks Commissioner is appointed by the Mayor to oversee and direct the work of the agency. The Commissioner appoints Deputy Commissioners, Borough Commissioners, and Assistant Commissioners who are responsible for managing the agency's divisions. These senior officials supervise the work of thousands of Parks employees. They work with elected officials to complete capital improvements for parks, playgrounds, and recreation centers. They work with the private sector to sponsor free public events. They get the community involved in Parks through volunteer initiatives and educational and athletic programming in recreation and nature centers. They prepare Parks' budget and monitor the work of Parks' ice-skating rinks, golf courses and other concessions.

### UNIT DESCRIPTION

The Public Programs division at NYC Parks is comprised of three divisions; Recreation, Urban Park Rangers (UPR) and Aquatics.

**Recreation:** The Recreation Division's mission is to enable all New Yorkers to lead physically active and intellectually challenging lives through sports, fitness, outdoor adventure, technology, education and the arts. From leagues and instructional clinics to summer camp and toddler programs, Recreation gives all New Yorkers a chance to get moving, learn and compete. The division serves New Yorkers through 35 Recreation Centers and outdoor programs in parks and playgrounds.

**Urban Park Rangers:** The Urban Park Rangers' mission is to promote stewardship for NYC Parks by connecting New Yorkers to the natural world through environmental education, outdoor adventure, wildlife management and active conservation. Diverse communities in all corners of the city are served by wide variety of programs that give New Yorkers the experience of nature and adventure without leaving New York City.

**Aquatics:** The Citywide Aquatics mission is to improve quality of life through swimming while promoting health, fitness and safety awareness. In addition to teaching more than 35,000 New Yorkers water safety and swimming skills each year, trained Aquatics staff facilitate programming such as Senior Splash, Water Aerobics and Lap Swimming.

### POSITION TITLE

Public Programs Intern

### INTERNSHIP RESPONSIBILITIES

The intern will assist with a variety of special projects in the Public Programs office. Assignments will require the intern to collect data and perform thorough analysis. There will be some degree of flexibility with projects to ensure that the intern is able to work on special projects in subject areas of interest. Projects may include:

- Analyzing recreation center membership statistics; including identifying trends, researching demographic information, and compiling site profiles
- Facilitating the implementation of guidelines for recreation centers
- Strategizing methods to promote the division's programs
- Studying the utilization of nature centers
- Ensuring building and program compliance
- Participating in site visits to programs and facilities
- Participating in and attending weekly division meetings

### **QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY**

Applicants for this position must demonstrate good oral communication skills, strong writing skills, excellent attention to detail, and have good working knowledge of Microsoft Office Suite including Word, Excel, and PowerPoint. Applicant must be able to multi-task, prioritize and meet deadlines. Applicants should demonstrate enthusiasm for the Parks Department and its work.

### **ADDITIONAL INFORMATION**

College majors from a variety of disciplines welcomed, including, but not limited to: Communications, English, Marketing, Economics, Education, History, Government, Sports Management, Sociology, Political Science, Public Health, Public Policy, Public Administration, Urban Studies & Affairs.

### **APPLICATION PROCESS**

Please email cover letter and resume to [Leslie.Nusblatt@parks.nyc.gov](mailto:Leslie.Nusblatt@parks.nyc.gov)

### **SALARY RANGE**

Unpaid