

2018 NYC SUMMER INTERNSHIP PROGRAM

PARKS & RECREATION-006

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AGENCY DESCRIPTION

NYC Parks' mission is to plan resilient and sustainable parks, public spaces, and recreational amenities, build a park system for present and future generations, and care for parks and public spaces to benefit New Yorkers across the five boroughs.

Through an effort to improve the quality, accessibility, efficiency and sustainability of our city parks, the Mayor's office has funded a number of equity initiatives including:

Community Parks Initiative

NYC Parks' **Community Parks Initiative**, at the center of the Mayor's plan, is completely redesigning and reconstructing 67 parks in neighborhoods across the city with the greatest needs—with a number from the original 30 opening in 2018, more than half are in construction.

Parks Without Borders

NYC Parks is also leading in innovative park design with **Parks Without Borders**, a new design approach that focuses on improving park entrances, edges, and spaces adjacent to parks. By extending parks into communities, Parks Without Borders will improve public realm.

Anchor Parks

Under Anchor Parks, the city selected eight parks that have historically received underinvestment, high surrounding population, and potential for park development. The Anchor Parks program is part of NYC Parks Commissioner Mitchell Silver's Framework for an Equitable Future, a commitment to create thriving public spaces for all New Yorkers.

The work of the agency goes far beyond the maintenance of New York City's parks. 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, Street Games, Adventures NYC, and the Fall Field Day. 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 NYC 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 Citywide Services Sustainable Facilities Division is responsible for progressing the agency towards complying with environmental best practices. This is achieved through a wide range of facility retrofits, green space construction, staff training and supporting like-minded organizations environmental efforts. Interns will help in all aspects of assisting the agency to achieve these goals as well as specialize in identifying new funding sources for these projects. Interns will also work directly with the Emerging Technology team to help people and organizations outside the agency learn from our best practices to progress the city's overall understanding of urban sustainability.

POSITION TITLE

Citywide Services – Sustainable Facilities Grants/Public Relations Intern

INTERNSHIP RESPONSIBILITIES

- Collaborate with branches of the Sustainable Facilities Division to identify projects in need of funding.
- Research and evaluate related grants matching these initiatives.
- Assist in conducting feasibility studies for our projects to justify grant funding.
- Produce marketing materials and update internal/external records to reflect our developing work.
- Develop outreach programs to inform and educate the public and related partners on green technology.

- Interface with the partners and the public to conduct tours, meetings and future partnerships.

QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY

- Positive and energetic attitude with a strong work ethic as well as a motivation to learn more.
- Solid working knowledge of urban environmental issues and sustainable solutions.
- Prior experience writing grants and coordinating outreach or a willingness to attend training.
- Excellent communication, organization, and presentation skills.
- Proficiency in Microsoft Excel, PowerPoint, Word. Experience with AutoCAD and Photoshop is a plus.
- Must be comfortable working outdoors and assisting with other Sustainable Facilities projects as needed.

APPLICATION PROCESS

Please email cover letter and resume to Leslie.Nusblatt@parks.nyc.gov

SALARY RANGE

Unpaid