

2018 NYC SUMMER INTERNSHIP PROGRAM

PARKS & RECREATION-041

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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

Shape Up NYC is a FREE fitness program, operated by NYC Parks, and dedicated to increasing the opportunity for New Yorkers to get and stay active. Shape Up NYC offers more than 200 classes every week, at more than 125 locations citywide. All classes are open to the public, FREE of charge, and no pre-registration is required. Participants can just 'show up and Shape Up'.

POSITION TITLE

Shape Up NYC Intern

INTERNSHIP RESPONSIBILITIES

Shape Up NYC is looking for 2-3 full-time interns for Summer 2018. Interns will be needed for 35 hours per week, and should be open to working occasional hours outside of the traditional work day (after 5 pm or on weekends).

Volunteer and Program Coordination

- Conduct site visits throughout the 5 boroughs to monitor Shape Up NYC classes
- Assist in the recruitment and placement of new volunteer fitness instructors
- Enter class attendance into tracking database

Community Outreach

- Participate in community outreach activities such as health fairs
- Create and implement strategies to increase attendance at existing Shape Up NYC classes
- Recruit organizations to act as Shape Up host sites

QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY

Required:

- Experience with MS Office Suite, particularly Excel
- Excellent written and oral communication skills
- Experience conducting community outreach
- U.S. Government-Issued Photo ID (Driver's License or Passport)
- Must be comfortable traveling throughout the five boroughs on public transportation; NYC Parks will provide Metrocard.

Preferred:

- Preference will be given to candidates that are doing an internship for college credit
- Graduate students or undergrads studying Public Health, Statistics, Public Policy, or any Health-related field are encouraged to apply

APPLICATION PROCESS

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

SALARY RANGE

Unpaid