

# 2015 NYC SUMMER COLLEGE INTERNSHIP PROGRAM

## AGENCY NAME

THE NYC DEPARTMENT OF CITY PLANNING

## DIVISION

## BRONX BOROUGH OFFICE

**ADDRESS1** One Fordham Plaza, 5th Fl

**ADDRESS2** Bronx, NY 10458-5891

**CONTACT NAME** Shawn Brede

**E-MAIL** sbrede@planning.nyc.gov

**PHONE**

**FAX**

### AGENCY DESCRIPTION (Max characters 1200)

DCP promotes housing production and affordability, fosters economic development and coordinated investments in infrastructure and services, and supports resilient, sustainable communities across the five boroughs for a more equitable New York City. DCP's contributions toward development of the 10-year Capital Strategy will ensure investments in New York City's neighborhoods align strategic planning priorities with community needs.

### UNIT DESCRIPTION (Max characters 300)

By 2040, the Bronx is projected to grow by almost 200,000 residents, a 14% increase making it the fastest growing borough in the city. The Bronx Borough Office is engaged in a number of planning initiatives to support the borough's population growth and foster economic development.

### POSITION TITLE (Max characters 100)

Bronx Planning Intern

### INTERNSHIP RESPONSIBILITIES (Max characters 1500)

The internship is open to both undergraduate and graduate students seeking practical experience in the field of urban planning. The intern will work directly with staff on a range of projects that will introduce them to urban planning, the borough of the Bronx and the department's role in New York City's zoning and land use process.

Under supervision, the intern will:

- Provide technical assistance to support demographic, socioeconomic and housing research
- Assist in organizing and preparing reports, maps and other graphic materials
- Assist in research of best practices and development of planning policy
- Assist in field work, community outreach, and coordination of public events
- Assist with special projects; neighborhood planning and resiliency studies; and public and private ULURP applications to facilitate affordable housing development and zoning text amendments

## QUALIFICATIONS/SPECIAL SKILLS/AREA OF STUDY (Max characters 1500 )

Undergraduate/graduate students with focus or interest in city planning, geography, GIS, urban design, or related fields. Preferred skills include:

- Strong research and analytical skills
- Clear communication - verbal and written
- Interest in urban planning and the Bronx
- Ability to meet deadlines
- Motivated self-starter with ability to work independently
- Competency in Microsoft Office & GIS software (ArcGIS) required
- Competency in various other computer programs including: Adobe Creative Suite, and Google SketchUp desired

## APPLICATION PROCESS (Max characters 700 )

Send cover letter and resume to [sbrede@planning.nyc.gov](mailto:sbrede@planning.nyc.gov), [csamol@planning.nyc.gov](mailto:csamol@planning.nyc.gov), and cc: [dcprecruit@planning.nyc.gov](mailto:dcprecruit@planning.nyc.gov). Please note only candidates under consideration will be contacted.

## SALARY RANGE

Unpaid, potential academic credit

Internship may be used to fulfill college credit requirement

## ADDITIONAL INFORMATION / COMMENTS (Max characters 700 )

### START DATE

Monday, June 8, 2015

### SCHEDULE

At least 20 hours per week (days flexible)

### INTERNSHIP DURATION

Approximately 8 weeks (dates flexible)

For a complete listing of DCP opportunities: <http://www.nyc.gov/html/dcp/html/about/joblist.shtml>

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