

2016 NYC SUMMER INTERNSHIP PROGRAM

AGENCY NAME

DEPARTMENT OF PARKS & RECREATION

DIVISION

Northern Manhattan Parks

ADDRESS1 Fort Tryon

ADDRESS2 New York, NY

CONTACT NAME Leslie Nusblatt

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AGENCY DESCRIPTION (Max characters 3000)

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 miles of beaches. Parks serve as New Yorkers' backyards, as meeting areas for outdoor play and recreation - but also as critical engines for economic growth and development.

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 by increasing investment in underserved neighborhoods and expanding parkland: NYC Parks' **Community Parks Initiative**, at the center of the Mayor's plan, is completely redesigning and reconstructing parks in neighborhoods across the city with the greatest needs --35 of which are nearing the construction phase.

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 New Yorkers' access to quality parks.

Ongoing work to care for our parks has:

- Reconnected the City's two most northern boroughs, Manhattan and The Bronx, when NYC Parks' historic High Bridge was reopened.
- Re-energized Flushing Meadow Corona Park in Queens, one of New York's largest parks, drawing visitors from around the globe.
- Reinforced our commitment to growing greenspaces by meeting our goal to plant 1,000,000 trees.

The work of the agency goes far beyond the maintenance of New York City's nearly 30,000 acres. 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 Fall Field Day.

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 skating rinks, golf courses and other concessions.

UNIT DESCRIPTION (Max characters 1000)

Northern Manhattan Parks is comprised of 600 acres with over 199 garden sites spread out over 35 different parks sites. One of the crown jewels of the open space network is Fort Tryon Park, a National, State and City Scenic Landmark. The Village Voice designated Fort Tryon Park as the "Best Park to make you remember why you love NYC Parks," in its Best Of issue in 2013.

The Fort Tryon Park Trust, the nonprofit partner of NYC Parks in the revitalization of this 67-acre park, collaborates with NYC Parks to put on over 290 free public programs throughout Northern Manhattan Parks. In addition the Trust funds park improvement projects to help transform landscapes and reclaim areas, transforming formerly negatively used spaces into destinations for environmental education, recreation and respite. Through strategic projects, events, and campaigns, the Fort Tryon Park Trust raises funds to support the work of NYC Parks at Fort Tryon.

POSITION TITLE (Max characters 100)

Northern Manhattan Parks Development Intern

INTERNSHIP RESPONSIBILITIES (Max characters 1500)

- The intern will help plan and execute cultivation tours and events, and develop the outreach materials for them
- The intern will draft reports for donors, help draft campaign materials and execute research for fundraising projects.
- The intern will draft text for targeted park publications and membership materials
- The intern will evaluate content and make recommendations for related social media and other fundraising campaigns

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

- Strong writing skills required
- Capacity with graphics, mapping, marketing and strategic planning are desired skills.
- Graduate or Undergraduate degree in Urban Planning, Non-profit Management or Fundraising helpful
- Spanish language skills are helpful but not required
- Some event management skills helpful

APPLICATION PROCESS (Max characters 700)

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

SALARY RANGE

Unpaid

Internship may be used to fulfill college credit requirement

ADDITIONAL INFORMATION / COMMENTS (Max characters 700)

Ideal position for someone wanting to gain first- hand experience in a Conservancy and public realm setting.