AGENCY DESCRIPTION
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.

Under Housing New York: A Five-Borough, Ten Year Plan, the Department will lead coordinated, ground up neighborhood planning studies and advance regulatory changes—including mandatory inclusionary housing in newly rezoned areas—to promote more economically diverse communities and housing opportunities for New Yorkers at all income levels. Through inclusive community development initiatives with stakeholders, DCP will expand access to quality jobs and services, and stimulate economic development benefitting all New Yorkers. In addition, DCP is committed to expanding public access to land use, housing and population data and planning resources through its online Community Portal, as well as to support informed participation by New Yorkers in neighborhood planning and land use review processes.

In addition, DCP supports the City Planning Commission in its annual review of approximately 450 land use applications for a variety of discretionary approvals. The Department also assists both government agencies and the public by advising on strategic and capital planning and providing policy analysis, technical assistance and data relating to housing, transportation, community facilities, demography, zoning, urban design, waterfront areas and public open space.

DIVISION DESCRIPTION
The Waterfront and Open Space Division of the Department of City Planning works on planning and land use issues affecting the waterfront and open space areas of New York City. The Division produced Vision 2020, the New York City Comprehensive Waterfront Plan, a ten-year strategic plan for city’s waterfront and waterways. The division is also responsible for administering the city’s coastal zone management regulations by reviewing projects for consistency with the New York City Waterfront Revitalization Program (WRP). Currently, the Division is coordinating the agency’s Resilient Neighborhoods Initiative across all five boroughs. Through this initiative, DCP is working with communities to identify changes to zoning and land use and other actions that support the vitality of neighborhoods at risk of coastal flooding, and that will help residents and businesses withstand and recover quickly from future storms and other climate events.

INTERNSHIP RESPONSIBILITIES
The division is currently seeking two graduate student interns for summer 2015 to support the division’s work program:

1) Waterfront Revitalization Program Intern
   - Learn how to perform coastal consistency review and assist the division in reviewing waterfront projects for consistency with the Waterfront Revitalization Program (WRP). Review drawings and documents, participate in land use review meetings, and coordinate with other DCP divisions and public agencies.
   - Assist in the overall administration of the Waterfront Revitalization Program, including maintaining an Access database, organizing project files, and creating reports.
   - Develop guidance materials on consistency review for the Revised WRP polices issued Spring 2015, including communication tools such as presentations, web materials and reports.
2) **Resiliency Intern**
   - Conduct coastal hazard GIS mapping of areas of the city vulnerable to coastal storm surge, sea level rise, and other climate related risks.
   - Assist with production of Resilient Neighborhoods Initiative city-wide report and presentations.
   - Assist in analysis related to technical and environmental reviews of zoning and land use changes proposed as part of the Resilient Neighborhoods Initiative.
   - Collect and synthesize research into presentations and reports, using technical skills such as GIS mapping, design studies, and data analysis, as needed.

**Both interns will also have the opportunity to:**
   - Attend meetings with other involved city and state agencies, including the Mayor’s Office of Recovery and Resiliency, the Economic Development Corporation, New York State Department of State, and others.
   - Conduct site visits to various waterfront sites throughout the five boroughs.
   - Assist in maintaining library of waterfront photographs, maps and other materials.
   - Various departmental tasks, as needed.

**QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY**
Graduate students with focus or interest in city planning, geography, GIS, urban design, architecture, environmental studies, public policy, or related fields.

**Preferred Skills:**
   - Strong research and analytic skills
   - Proficiency with Arc GIS and spatial analysis
   - Proficiency with Microsoft Office and Adobe Creative Suite
   - Familiarity with basic land use and environmental planning
   - Clear communication – verbal and written
   - Motivated self-starter ability to work independently

**COMPENSATION**
Unpaid, potential academic credit

**START DATE**
Monday, June 8, 2015

**INTERNSHIP DURATION**
Approximately 8-10 weeks (dates negotiable); 20-40 hours/week

**HOW TO APPLY**
Please send cover letter, resume, and relevant work samples to WOS_DL@planning.nyc.gov and cc: dcprecruit@planning.nyc.gov. Please indicate your availability and which position you are applying for. Only candidates under consideration will be contacted.

**APPLICATION DEADLINE**
Until filled


THE DEPARTMENT OF CITY PLANNING IS AN EQUAL OPPORTUNITY EMPLOYER AND A COPY OF THE EQUAL OPPORTUNITY PROGRAM IS AVAILABLE IN THE PERSONNEL MANAGEMENT DIVISION. THE DEPARTMENT MAKES AVAILABLE ACCOMMODATIONS FOR DISABLED APPLICANTS.