

# Watch Command Practice Analysis Intern

<b>Division/Unit:</b> Operations/Watch Command	<b>Supervisor:</b> Ben Krakauer Christine Maier Brooks Hanesworth
<b>Number of Interns Needed:</b> 1-2	<b>Preferred Education Level:</b> Master's degree
<b>Background on Project:</b> The Office of Emergency Management Watch Command provides situational awareness to government officials, private sector partners, and the general public through several mechanisms, including the Notify NYC program. In an effort to improve the quality of our product we would like to engage with our customers/stakeholders, obtain their feedback, and incorporate it into our operation.	
<b>Description of Project/Intern Responsibilities:</b> <ul style="list-style-type: none"><li>• Become familiar with the type of information and mechanism of dissemination employed by OEM Watch Command and the Notify NYC program</li><li>• Using accepted research methods, develop, deliver, and analyze the results of two surveys:<ol style="list-style-type: none"><li>1. Watch Command customers</li><li>2. Notify NYC customers</li></ol></li><li>• Using accepted research methods design, conduct, and analyze the results of focus groups made of stakeholders</li><li>• Compile the results of the survey into a formal written report and PowerPoint presentation</li></ul>	
<b>Requirements/Special Skills Needed:</b> <ul style="list-style-type: none"><li>• Graduate-level education and/or experience with survey design and implementation</li><li>• Strong data analysis, writing, and presentation development skills</li><li>• Experience leading interviews/conducting focus groups</li><li>• Emergency management/government administration background preferred</li></ul>	
<b>Interested Applicants:</b> E-mail resume and cover letter to: <a href="mailto:jobs@oem.nyc.gov">jobs@oem.nyc.gov</a>  For information on NYC OEM, go to <a href="http://www.nyc.gov/oem">www.nyc.gov/oem</a> . To view additional OEM internships, go to <a href="http://www.nyc.gov/html/oem/html/about/job.shtml">http://www.nyc.gov/html/oem/html/about/job.shtml</a>  <b>Only those candidates under consideration will be contacted.</b>	

**Please Note:** This is an unpaid spring internship. You must be able to work 15-20 hours a week for one semester. All interns are required to pass a background check.