

2025 NYC Summer Internship Program

Application Form

Agency Details and Contact Information

Agency	Office of Technology & Innovation	Division	Cyber Command
Address	15 Metro Tech Center Brooklyn, NY 11201		
Name	Melissa Zelaya	Email	internships@oti.nyc.gov

Agency Description

The Office of Technology and Innovation (OTI) leverages technology to drive opportunity, improve public safety, and help the government run better across New York City. From delivering affordable broadband to protecting against cybersecurity threats and building digital government services, OTI is at the forefront of how the City delivers for New Yorkers in the 21st century. Watch our welcome video to see our work in action, follow us on social media @NYCOfficeofTech, and visit oti.nyc.gov to learn more.

Unit Description

Cyber Command protects all City systems against cyber threats, including systems that deliver vital services to New Yorkers. Cyber Command provides in-depth support to over 100 agencies and offices to protect, detect, identify, respond to, and recover from cyber threats.

The Cyber Policy Unit is tasked with developing a comprehensive set of Citywide Cybersecurity policies and standards that define the security requirements and practices for protecting the City's information infrastructure. This unit stays informed about federal and state regulations, industry best practices, and emerging technologies to create and update policies in close coordination and collaboration with teams, domains, and divisions within Cyber Command, the Office of Technology and Innovation (OTI), and various agency partners across New York City.

Internship Position Description

Position Title Cyber Policy Summer Intern

Cyber Command is looking for a motivated and detail-oriented intern to join the Cyber Policy team. The Cyber Policy intern will assist the team in developing a unified and comprehensive collection of citywide cybersecurity policies that are based on various industry standards. This is an exciting opportunity to gain hands-on experience, develop professional skills, and contribute to meaningful projects that align with your field of study and career aspirations.

Responsibilities will include but not be limited to:

**Internship
Responsibilities**

- Assist in the development of citywide cybersecurity policies and standards.
- Research relevant cybersecurity topics and staying informed about industry standards, as well as state and federal regulations.
- Assist in developing products to help NYC agencies navigate OTI Cyber Command's policies, standards, directives, and guidelines.
- Assist in maintaining a library of cybersecurity policies, standards, directives, and guidelines used throughout the city.

**Qualifications /
Special Skills /
Area of Study**

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- Strong written and verbal communication skills.
 - Strong critical thinking and problem-solving skills.
 - Experience working independently and collaboratively as part of a team.
 - Experience in researching both technical and non-technical topics.
 - Familiarity with the National Institute of Standards and Technology's Cybersecurity Framework (NIST CSF), NIST Risk Management Framework (RMF), and the Center for Information Security's Critical Security Controls, as
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Email your resume to internships@oti.nyc.gov and include the role you are interested in the subject line. For example, "Cyber Policy Summer Intern."

**Application
Process**

Salary \$16.50 - \$26.23/Hour

The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.