

NYC FALL INTERNSHIP PROGRAM 2009

PARKS & RECREATION-12

Community Resources
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AGENCY DESCRIPTION

Parks and Recreation is a public agency which employs over 4,000 employees (11,000 at the summer peak). Its principal mission is to keep the parks, playgrounds, and sitting areas clean and safe, while developing the City's recreational opportunities by offering quality facilities, programs, and events to meet the needs of all New Yorkers.

Parks & Recreation is the steward of about 29,000 acres of land — 14 percent of New York City — including more than 5,000 individual properties ranging from Coney Island Beach and Central Park to community gardens and Greenstreets. We operate more than 800 athletic fields and nearly 1,000 playgrounds, 550 tennis courts, 66 public pools, 48 recreational facilities, 17 nature centers, 13 golf courses, and 14 miles of beaches. We care for 1,200 monuments and 22 historic house museums. We look after 600,000 street trees, and two million more in parks. We are New York City's principal providers of recreational and athletic facilities and programs. We are home to free concerts, world-class sports events, and cultural festivals.

The work of the agency goes far beyond the maintenance of 14% of New York City's land. 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 the WinterJam, Adventures NYC, the Pumpkin Festival and several others. In addition, Parks produces many special events, including concerts and movie premieres. In the summer, Parks' busiest season, the agency organizes free carnivals and concerts, and sends mobile recreation vans to travel throughout the five boroughs providing free rental equipment for skating, baseball, and miniature golf.

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 rinks, golf courses and other concessions.

UNIT DESCRIPTION

Community Resources Division is responsible for the planning, promotion and execution of UnCommon Ground lectures. These talks are a signature program of the Parks Department. Speakers are selected on expertise in subjects of a topical nature, usually related to nature, urban greenspace or local history.

POSITION TITLE

Community Resources Intern

INTERNSHIP RESPONSIBILITIES

Interns will need to be organized and attentive to succeed in the high-paced world of special events planning. On site support, as well as careful planning prior, contribute to an event's outcome. Interns will coordinate with representatives of other Parks divisions, private service providers, and the organization or group hosting an event. Weekends and evenings are to be expected.

QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY

Outgoing personality, ability to work with people of diverse backgrounds, computer knowledge a +, service/hospitality areas of study helpful.

APPLICATION PROCESS

Email cover letter and resume to Leslie Nusblatt

SALARY RANGE

Unpaid

ADDITIONAL INFORMATION / COMMENTS