

NYC FALL INTERNSHIP PROGRAM 2009

PARKS & RECREATION-21

Historic House Trust-Research Intern
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New York, NY 10065

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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

The Historic House Trust of New York City is a nonprofit organization founded in 1989 to help the NYC Department of Parks & Recreation care for its collection of historic houses located in city parks across the five boroughs. The Trust works with Parks and the nonprofit boards of each house to restore, interpret, and promote the sites, which span 350 years of New York City life. The Trust's staff includes experts in the following six areas: conservation, care of collections, education and interpretation, property management, fundraising, and marketing. Typical services provided by the Trust's staff include consultation on restoration projects, museum exhibitions and education programs; assistance with fundraising and promotion; and providing training opportunities for house staff and board members.

POSITION TITLE

Research Intern

INTERNSHIP RESPONSIBILITIES

The Trust's goal is to offer a comprehensive interpretation of the history of housing in New York City. To this end, it seeks an intern to conduct detailed research of library resources/public documents and produce a timeline of significant housing types in New York City, including step-gabled Dutch houses, masonry rowhouses, brownstones, tenements, luxury apartment buildings, contemporary lofts, and other examples of adaptive reuse. The intern will produce a binder including the following:

- a narrative summary of each housing type

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- an annotated list of major New York City housing laws
- facsimiles of historical maps to illustrate distribution of housing types and changes over time (spread of the city, growth of neighborhoods)
- resources for further research of each identified housing type

The intern will gain valuable experience in conducting and compiling research, and will gain a comprehensive understanding of residential architectural history in New York City. The intern will also have an opportunity to visit some of the City's historic houses with HHT staff to learn about preserving and operating house museums today.

QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY

- Ability to conduct historical research
- Strong writing and organizational skills
- Familiarity with research facilities and public records
- Knowledge of architectural history and New York history

APPLICATION PROCESS

Email cover letter and resume to Leslie Nusblatt

SALARY RANGE

Unpaid

ADDITIONAL INFORMATION / COMMENTS