

NYC FALL INTERNSHIP PROGRAM 2010

PARKS & RECREATION - 005

Historic House Trust

Contact: Mary Salig or Adam Seidner
Phone: (212) 360-8212
Fax: () -
Email: Mary.Salig@parks.nyc.gov or Adam.Seidner@parks.nyc.gov

AGENCY DESCRIPTION

Parks & Recreation is the steward of more than 29,000 acres of land — 14 percent of New York City — including more than 5,000 individual properties ranging from Yankee Stadium and Central Park to community gardens and Greenstreets. We operate more than 800 athletic fields and nearly 1,000 playgrounds; we manage five major stadia, 600 tennis courts, 66 public pools, 51 recreational facilities, 17 nature centers, 14 golf courses, and 14 miles of beaches; we care for 800 monuments and 23 historic house museums; we look after 600,000 street trees, and two million more in parks. We are New York City's principal provider of athletic facilities. 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

Founded in 1989, the Historic House Trust of New York City is a nonprofit partner to the New York City Department of Parks & Recreation for the preservation of historic houses owned by the City of New York and located in public parks. The Trust's collection includes 23 historic house museums throughout the five boroughs. Each of these sites is administered by a separate non-profit licensee dedicated to its continuing use as a museum. As an umbrella organization, the Historic House Trust works with Parks and the Boards of the individual houses to restore, interpret and promote the sites; to educate residents and visitors about the social, economic and political history of New York City; and to contribute to the vitality of surrounding communities. The collection is incredibly varied, including grand mansions, tiny cottages, a lighthouse, and a working farm.

POSITION TITLE

HHT CAD Intern

INTERNSHIP RESPONSIBILITIES

The Executive Director of the Historic House Trust is seeking an intern to research and produce a large-scale drawing in AutoCAD Format. The drawing will involve the urban fabric of New York City, including buildings and infrastructure, as well as natural geographic land and water features. The intern must be highly skilled in AutoCAD. The resultant project will become part of both a published as well as live presentation. This intern (or team) will be researching various historic archives as well as through direct observation in obtaining the necessary images and information to complete this project.

QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY

We are looking for a college level student (undergraduate or graduate) with a background in design, architecture, preservation, or urban design that has the ability to work independently. Teams of individuals will also be considered for this unique opportunity.

APPLICATION PROCESS

Please email your cover letter and resume to Mary.Salig@parks.nyc.gov or Adam.Seidner@parks.nyc.gov

SALARY RANGE

Unpaid

ADDITIONAL INFORMATION / COMMENTS