

# NYC SUMMER INTERNSHIP PROGRAM 2010

## PARKS & RECREATION-039

NYC Department of Parks and Recreation Bronx Recreation  
Ranaqua 1 Bronx River Parkway  
Bronx, NY 10462

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### **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**

The play mobile unit goes to a variety of events. They do block parties, field days. Community Board events that might include health fairs, and back to school events where school supplies are given out, as well as church events. They also go to playgrounds. The activities that are usually set up are table/board games, arts and craft, we have hoola hoops, hop scotch, jump ropes, balls, nok hockey, sand art.

### **POSITION TITLE**

Bronx Recreation Intern

### **INTERNSHIP RESPONSIBILITIES**

The intern will assist in maintaining `paper work for the summer programs, such as the lunch program, mobile units, pool permits. The intern will also work with the Mobile Unit when they have big events. The intern will assist the mobile Unit staff with setting up and breaking down the tables, games etc.

### **QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY**

Able to interact will children playing games, arts and crafts. Also answering phones, filing, computer knowledge, flyers.

### **APPLICATION PROCESS**

Please email cover letter and resume to Leslie.Nusblatt@parks.nyc.gov

**SALARY RANGE**

Unpaid

**ADDITIONAL INFORMATION / COMMENTS**