

NYC FALL INTERNSHIP PROGRAM 2008

PARKS & RECREATION-1

Pelham Bay Park Special Events Intern
1 Bronx River Parkway
Bronx, NY 10462

Contact: Leslie Nusblatt
Phone: (212) 360-8257
Fax: (212) 360-8263
Email: Leslie.Nusblatt@parks.nyc.gov

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 more than 29,000 acres of land — 14 percent of New York City — including more than 4,000 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 four major stadia, 550 tennis courts, 54 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 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 Easter Eggstravaganza, the Great Halloween Party, the Bocce and Beach Volleyball Tournaments, and Green-Up Day. 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

More than three times the size of Manhattan's Central Park, Pelham Bay Park is the City's largest park property. Visitors to the park enjoy miles of bridle paths and hiking trails, Orchard Beach, the Bartow-Pell Mansion, two golf courses, and a breathtaking 13-mile saltwater shoreline that hugs Long Island Sound. Athletes frequents its numerous fields and courts while children frolic in its playgrounds. Pelham Bay Park also has a wide and diverse range of plant and animal life and features prime locations to view one of nature's most skillful hunters, the osprey.

POSITION TITLE

Pelham Bay Park Special Events Intern

INTERNSHIP RESPONSIBILITIES

Interns will assist with the planning and logistics of special events such as Earth Day, film festivals, and others throughout the year. The interns will gain experience in public relations (they will edit and work on our monthly newsletter), they will be the liaison with other internal departments such as the Rangers and Recreation as well as external agencies and community groups.

QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY

nyc.gov/internships

Interns should have an interest in special events and/or related areas such as education, sports/fitness, performing arts, history, cultural and natural resources and social services. Strong organizational skills required.

APPLICATION PROCESS

Send your cover letter and resume to Leslie Nusblatt see email address above.

SALARY RANGE

Unpaid and/or school credit depending on school requirements.

ADDITIONAL INFORMATION / COMMENTS