

2017 NYC INTERNSHIP PROGRAM

PARKS & RECREATION-015

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AGENCY DESCRIPTION

The New York City Department of Parks and Recreation manages 14 percent of the land in New York City. These assets range from playgrounds and large parks, to tranquil wooded areas and more than 14 miles of beaches. Parks serve as New Yorkers' backyards, as vital meeting areas for outdoor play and recreation – but also as critical engines for economic growth and development.

NYC Parks' mission is to plan resilient and sustainable parks, public spaces, and recreational amenities, build a park system for present and future generations, and care for parks and public spaces to benefit New Yorkers across the five boroughs.

Through an effort to improve the quality, accessibility, efficiency and sustainability of our city parks by increasing investment in underserved neighborhoods and expanding parkland: NYC Parks' **Community Parks Initiative**, at the center of the Mayor's plan, is completely redesigning and reconstructing dozens of parks in neighborhoods across the city with the greatest needs—35 of which are nearing the construction phase.

NYC Parks is also leading in innovative park design with **Parks Without Borders**, a new design approach that focuses on improving park entrances, edges, and spaces adjacent to parks. By extending parks into communities, Parks Without Borders will improve New Yorkers' access to quality parks.

Ongoing work to care for our parks has:

- Reconnected the City's two most northern boroughs, Manhattan and The Bronx, when NYC Parks' historic High Bridge was reopened.
- Re-energized Flushing Meadow Corona Park in Queens, one of New York's largest parks, drawing visitors from around the globe.
- Reinforced our commitment to growing greenspaces by meeting our goal to plant 1,000,000 trees.

The work of the agency goes far beyond the maintenance of New York City's nearly 30,000 acres. 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 WinterJam, Adventures NYC, and the Fall Field Day. In addition, Parks produces many special events, concerts and movie premieres, as well as 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 mission of Forestry, Horticulture, and Natural Resources is to protect, restore, expand and manage New York City's natural spaces and green infrastructure. The division is responsible for citywide urban forestry, ecological and horticulture initiatives.

The GIS and Analytics team assists with the creation of maps, analysis of data and report creation, provide technological solutions to data collection tasks, and much more. We also provide training on a variety of subjects including the Forestry Management System (ForMS), processes in Geographic Information Systems (GIS), and instruction on in-house created applications.

POSITION TITLE

GIS and Analytics Intern

INTERNSHIP RESPONSIBILITIES

We are seeking an intern to assist in the creation of instructional videos to support staff training. With latitude for artistic and video direction, interns will use current screen capture and editing software (Camtasia 9) and audio editing software (Audacity) to produce a suite of training videos on how to use ForMS in their daily operations. Tasks include, recording and editing screen casts, creating graphics and annotation, producing narrated audio tracks, resulting in high-quality instructional videos.

The intern will gain valuable experience managing a project from conception to completion and collaborating in a team environment. They will also have the opportunity to learn current screen casting software and training video best practices.

nyc.gov/internships

QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY

It is expected that candidates have proficiency using Windows-based computers and software, and have an introductory level of knowledge in video and audio editing, production, and formatting. Acceptable majors or expertise include but are not limited to: Video and Media Studies, Media Arts and Production, Computer Art, Computer Animation and Visual Effects, or similar related experiences. Experience with Techsmith's Camtasia software is not required but preferred.

APPLICATION PROCESS

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

SALARY RANGE

Unpaid