2025 NYC SUMMER INTERNSHIP PROGRAM
PARKS & RECREATION-003

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AGENCY DESCRIPTION

The New York City Department of Parks & Recreation manages 14 percent of the land in New York City with facilities ranging 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 an important tool in mitigating the effects of climate change, critical engines for economic growth and development.

NYC Parks' mission is to grow, maintain, and program a world-class park system prioritizing equity, access, safety, and nature.
Highlights of Parks' work over the last year include:

•Launching the Vital Parks for All plan, an initial investment of over $3.2 billion across ten strategic initiatives to expand greenspace access, promote public safety, and engage New Yorkers in the stewardship of their local parks. Vital Parks for All delivers a plan to restore aging park facilities, bring new park resources where they are needed most, and empower New Yorkers with the data they need to advocate for their public greenspaces. This included the creation of the Vital Parks Explorer, a digital map that provides New Yorkers with data on park conditions to help them advocate for strategic investments and show how their parks compare to other communities across NYC.

•Joining Mayor Adams to launch "Let's Swim NYC," a more than $1 billion capital investment in building, improving, and protecting New York City's public pools over the course of five years. This funding marks the city's highest investment in swimming infrastructure since the 1970s and includes two brand-new pools.

•Keeping New Yorkers healthy in the face of extreme heat by planting nearly 18,000 new trees, our highest tree planting total in the past six fiscal years — with a special focus on neighborhoods impacted by high heat vulnerability.

•Deploying additional "second shift" maintenance services to approximately 100 hot spots throughout the five boroughs, giving extra cleaning attention to the sites that most needed it. We also unveiled special trash receptacles designed specifically for pizza boxes, giving New Yorkers a place to dispose of their bulky boxes while limiting the food available to rodents.

•Helping visitors enjoy our greenspaces more comfortably by installing new baby changing tables in over 1,200 restrooms citywide, while also launching an ambitious initiative to build 46 new restrooms and renovate 36 existing restrooms throughout the five boroughs.

The work of our staff goes far beyond the maintenance of New York City's nearly 30,000 acres and more than 2.5 million trees. Parks is the City's leading programmer of cultural, athletic, and social activities, including nature walks, volunteer programs, sports clinics, historic house tours, and much more. In addition, Parks produces special events, concerts and movie premieres, and manages agreements with more than 300 businesses that operate on public parkland.

UNIT DESCRIPTION

The Capital Projects Division leads the planning and execution of thousands of projects, ensuring seamless workflow and data management across NYC Parks. The Capital Integrated Data Solutions (IDS) team is at the forefront of driving innovation, maintaining the Unifier project management system, and developing bespoke tools to enhance operational efficiency. This includes creating budgeting systems, workflow automation tools, and dashboards for project tracking. The Development Team specifically focuses on improving internal systems through collaborative processes, such as gathering business requirements, designing interfaces, testing Unifier configurations, and developing custom reporting tools to support the division's mission.

POSITION TITLE

Development Team Support Intern

INTERNSHIP RESPONSIBILITIES

•Interact with internal users to learn and document business process requirements.
•Write technical training documents and user manuals.
•Help programmers during software development, e.g. provide use cases, flowcharts, or even interface design.
•Perform Oracle's Primavera Unifier testing.

•Develop ad-hoc SQL queries to generate specific reports as needed.
•Design and develop web user interfaces for proof of concept modules, focusing on user experience and functionality.

QUALIFICATIONS/SPECIAL SKILLS/AREAS OF INTEREST
•Computer Science or related major
•Basic understanding of computer web programming
•Basic understanding of database concepts

ADDITIONAL INFORMATION
This internship offers the opportunity to work closely with our Development and helpdesk teams, contributing to the creation and maintenance of business processes, workflows, and web application/database code. You'll also play a key role in report generation and analysis, gaining valuable hands-on experience in project management software development.

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