

# 2025 NYC SUMMER INTERNSHIP PROGRAM

## PARKS & RECREATION-017

**Contact:** Leslie Nusblatt  
**Phone:** (212) 360-8212  
**Fax:** (212) 360-8263  
**Email:** Leslie.Nusblatt@parks.nyc.gov

### 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 Design Resources Team at the Capital Projects Division is responsible for supporting the work of the Chief of Landscape Architecture. The unit manages the In-House and Commissioner Reviews, coordinates approvals with NYC Public Design Commission and Landmarks Preservation Commission and manages the design resource library for the Landscape Architects working at the Olmsted Center. The team is also involved in many special projects and working on task forces with other city agencies. The two interns selected for this role will work directly with the Accessibility Coordinator on initiatives to ensure our projects meet or exceed ADA requirements and agency accessibility goals.

### POSITION TITLE

ADA Accessibility Intern

### INTERNSHIP RESPONSIBILITIES

The primary responsibility for this internship is to inspect Public Restroom Buildings (PRB) citywide for ADA compliance which requires extensive field work. Additional responsibilities may include:

- Assisting Accessibility Coordinator with the design and development of PowerPoint presentations.
- Attend site and scope meetings to understand the Capital Project process.
- Assessment of recently constructed capital project sites with Accessibility Coordinator.

[nyc.gov/internships](https://nyc.gov/internships)

- Develop and keep notes on meetings with Borough designers and architecture/engineering staff.
- Assist Accessibility Coordinator with website updates.
- Various special project support to assist the Design Resources Team.

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

Intern must be enrolled in undergraduate or graduate Landscape Architecture, Architecture, Engineering, or Planning program. Experience with Microsoft Office Suite (especially Excel and PowerPoint) and Adobe Acrobat are required. Familiarity with Adobe Creative Suite and photography is also preferred. Candidate should have demonstrated interest in public infrastructure work.

### **ADDITIONAL INFORMATION**

Strong interpersonal communication skills are a plus. Candidates must have the ability to multitask and be flexible to shift tasks to support the team as needed. Intern will be sent into the field extensively to survey sites. Travel required throughout the five boroughs; Metrocards will be provided to candidates to travel between sites. Interns will work as a team traveling to sites together.

### **APPLICATION PROCESS**

Please email cover letter and resume to [Leslie.Nusblatt@parks.nyc.gov](mailto:Leslie.Nusblatt@parks.nyc.gov)