

2025 NYC SUMMER INTERNSHIP PROGRAM

PARKS & RECREATION-045

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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 Parks Operations & Management Planning unit (OMP) conducts inspections and audits to ensure our parks, playgrounds, beaches, and pools comply with established standards and best practices. OMP’s goals are to ensure that all parks are safe, clean, and provide our visitors with an enjoyable experience.

POSITION TITLE

Operations & Management Planning Intern

INTERNSHIP RESPONSIBILITIES

As a member of our OMP team, you will assist with a Parks Observation program during summer 2025. Fieldwork assignments are scheduled for Queens and Brooklyn sites, accessible by public transportation. You will enjoy our beautiful parks while gathering information that helps agency management understand park usage. You will learn and utilize project management, observation, research, writing and data entry skills as you gather and enter data for a report to be used for management decision-making. You will visit selected parks as required, approximately two half-days a week (including one half-day per weekend) and summarize findings in the office on non-field days. Job duties will include, but are not limited to:

- Observing, counting, and recording users engaged in activity
- Observing and recording conditions in the park

- Interviewing adult park patrons
- Taking pictures of activities and conditions in the park
- Preparing, entering, and summarizing field information
- Analyzing data to assist in preparing management reports
- Attending team staff meetings, as necessary
- Other projects, as needed.

QUALIFICATIONS/SPECIAL SKILLS/AREAS OF INTEREST

Education requirements: one to two years of college. Preferred candidates will be professional, curious, and comfortable interacting with the public. They should enjoy photography and be comfortable using Office 365. It will be helpful to have appropriate language skills for community engagement.

APPLICATION PROCESS

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