

2025 NYC SUMMER INTERNSHIP PROGRAM

PARKS & RECREATION-049

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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

Public Programs, a division of NYC Parks, will operate the "Summer Sports Experience" program at five locations. The program will offer children ages 6 to 13 the opportunity to participate in sports, fitness, and outdoor adventure within the Parks. During this fun-filled summer program, children will have the chance to learn multiple sports, including, but not limited to, football, basketball, softball, soccer, ultimate frisbee, and volleyball. Public Programs will also host five Youth Soccer Festivals, one in each borough, as well as a Youth Sports Jamboree throughout the summer.

POSITION TITLE

Recreation Sports Intern

INTERNSHIP RESPONSIBILITIES

- Conduct site visits for current and potential program locations.
- Create outreach materials and conduct outreach to promote programs and events.
- Support special events and lead sports clinics.
- Manage and inventory sports equipment.
- Submit court/field and special event permit requests on behalf of the Office of Programming and Strategic Management for Recreation.
- Perform data analysis and generate reports on sports programs.

nyc.gov/internships

- Document processes for repetitive tasks to ensure regulatory compliance, improve office processes, efficiency, productivity, and support employee onboarding.
- Archive documents both digitally and in hard copy.

QUALIFICATIONS/SPECIAL SKILLS/AREAS OF INTEREST

- College Student majoring in Sports Management or Recreation or related fields.
- Experience in coaching and/or playing multiple sports, with the ability to teach skills to youth participants.
- Fundamental and developmental knowledge of sports and recreation principles
- Ability to work cooperatively with all stakeholders including professional staff in other departments
- CPR/First Aid certification.
- Availability to work weekends and evenings as needed.
- Preferred: Bilingual (Spanish)

ADDITIONAL INFORMATION

The intern will gain hands-on experience in event planning and evaluation related to sports and special events. They will have the opportunity to enhance soft skills such as communication (both written and spoken), teamwork, time management, problem-solving, critical thinking, creativity, and adaptability through both formal training and on-the-job experiences. Hard skills will be developed in areas such as Microsoft Office (Excel, PowerPoint, Word), data analysis, and project management. The internship's final deliverables will include organizing a citywide special event, the Youth Sports Jamboree, and presenting a summary of their accomplishments in a presentation to Sports Coordinators, Directors, Chiefs, and/or Commissioners.

APPLICATION PROCESS

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