

2025 NYC SUMMER INTERNSHIP PROGRAM

PARKS & RECREATION-054

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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

Experience the dynamic environment of NYC government at the Bronx Technical Services Division – the team that keeps our Bronx parks safe and operating smoothly! At the Tech Shops, you’ll work with a diverse group of people comprised of skilled trades, maintenance workers, and administrative staff. You’ll learn how NYC Parks maintains its play equipment, pools, and recreation centers, and see the work that goes on behind the scenes. Our day-to-day operations may include troubleshooting, data analysis, and emergency management.

The Bronx Technical Shops is comprised of 50+ staff who are assigned work at parks throughout the borough. The main office serves as a dispatch/information point located at the borough headquarters and will serve as the location of this position.

POSITION TITLE

Bronx Technical Services Intern

INTERNSHIP RESPONSIBILITIES

- Use Microsoft Office programs such as Excel and our asset management database (AMPS) to assist with data collection and reporting
- Assist with Park’s wireless phones, updating apps, and troubleshooting

- Communicate with trades & maintenance workers to gather information, disseminate information, and create basic spreadsheets /signature sheets
- Help identify technology that addresses specific pain points, involve employees in the decision-making process, provide comprehensive training tailored to different learning styles, clearly communicate the changes, and gather continuous feedback to ensure smooth implementation and user adoption

There may be opportunities to ride-a-long or assist in field work – logging information, photos, charts, reports

QUALIFICATIONS/SPECIAL SKILLS/AREAS OF INTEREST

- An interest in government work, park management, data analysis and/or operations management
- The ability to communicate effectively and work well in a team or independently
- Working knowledge of Microsoft Excel, Word, Outlook, and Teams
- An understanding of digital asset management software or database systems a plus.

APPLICATION PROCESS

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