

2025 NYC SUMMER INTERNSHIP PROGRAM

PARKS & RECREATION-065

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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 mission of the Business Development and Special Events division is to enhance park patrons’ experience by developing exciting, innovative concessions and programming, revitalizing existing assets and amenities, and ensuring top quality internal controls and inspection standards. From iconic concessions like the Coney Island Cyclone to large-scale special events like the NYC Marathon to the development of Creative Courts and maintenance and activation of 165 miles of shoreline infrastructure, the division engages New Yorkers interacting with parks in diverse and unique ways, all while utilizing sound audit protocols and implementing rigorous standards of safety and cleanliness for each property. The division’s wide-ranging and diverse portfolio is the main driver of revenue and support for City and agency initiatives, and connects visitors to the vast resources available at NYC Parks.

POSITION TITLE

Special Projects for Business Development & Special Events Intern

INTERNSHIP RESPONSIBILITIES

- Provide administrative support for BDSE division on various projects including but not limited to processing vending activations on parkland, including those in connection with Citywide Special Events

- Opportunity to attend and support site visits to Parks concessions, and execution of large-scale special events such as races, music festivals, and more.
- Assist in planning, developing, and executing staff development and teambuilding events for the division at a variety of Parks properties and concessions across the city
- Use quantitative and qualitative analytic skills to investigate emerging policy issues and challenges and contribute to draft recommendations for addressing policy challenges.

QUALIFICATIONS/SPECIAL SKILLS/AREAS OF INTEREST

- Proficiency in Microsoft Office Suite
- Willingness to work as part of a team as well as independently and take initiative on a diverse array of projects
- Excellent written and verbal communication skills

APPLICATION PROCESS

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