

2021 NYC SUMMER INTERNSHIP PROGRAM

AGENCY NAME

EQUAL EMPLOYMENT PRACTICES COMMISSION

DIVISION

ADDRESS1 253 Broadway, Suite 602

ADDRESS2 New York, NY 10007

CONTACT NAME Stephanie Yang

E-MAIL styang@eepc.nyc.gov

PHONE (212) 615-8946

FAX (212) 676-2724

AGENCY DESCRIPTION (Max characters 3000)

The EEPCC is an independent Commission currently comprised of three (3) Commissioners, empowered by the New York City Charter (City Charter) to monitor and evaluate the employment programs, practices, policies, and procedures of all New York City entities to ensure that they maintain an effective, affirmative employment program of equal employment opportunity for protected groups who are employed by, or seek employment with, New York City government. More than 140 municipal entities fall within the EEPCC's jurisdiction. The City Charter requires the EEPCC to audit the employment programs of those entities at least once every four years to ensure that they are following City, State, and federal laws and best practices. The City Charter authorizes the EEPCC to provide recommendations to the agency and then monitor the agency for a period of up to six months to ensure compliance.

UNIT DESCRIPTION (Max characters 1000)

POSITION TITLE (Max characters 100)

EEPC Intern

INTERNSHIP RESPONSIBILITIES (Max characters 1500)

The EEPCC seeks an intern to assist with the development of survey questions and to conduct follow up discussions with City entities, as necessary, to gain input on needs to advance EEO practices.

QUALIFICATIONS/SPECIAL SKILLS/AREA OF STUDY (Max characters 1500)

Undergraduate or graduate level student with coursework or interest in Equal Employment Opportunity, human resources and public administration.

APPLICATION PROCESS (Max characters 700)

Apply through NYC CAREERS JVN 467029

SALARY RANGE

\$15 per hour

Internship may be used to fulfill college credit requirement

ADDITIONAL INFORMATION / COMMENTS (Max characters 700)

This project may be completed on a part-time basis at 20-25 hours per week for 8 weeks; or full time for 6 weeks. In person work is required.

nyc.gov/dcassip
