

2021 NYC SUMMER INTERNSHIP PROGRAM

AGENCY NAME: Department of Information Technology & Telecommunications

DIVISION: Applications

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AGENCY DESCRIPTION (Max characters 3000)

The Mayor Office of the Chief Technology Officer's mission is to ensure that technology is inclusive, accessible, human-centered, and works for all New Yorkers. We view technology as a critical tool for realizing the Mayor's vision of making New York City the fairest big city in America.

UNIT DESCRIPTION (Max characters 1000)

POSITION TITLE (Max characters 100)

MOCTO-01-Policy and Legislative Fellow

INTERNSHIP RESPONSIBILITIES (Max characters 1500)

- Further MOCTO's policy development and legislative strategy related to equity in technology policy at the municipal, state, and federal levels;
- Track federal, state, and local legislation related to key technology issues and monitor legislative progress;
- Analyze legislation and prepare summary materials for intra-agency engagement, stakeholder engagement, and public education;
- Create resources to advance policy positions including position papers, background memorandum, briefing materials, etc.;
- Support development of city-level policies and standards on issues relating to emerging technologies;
- Other duties as assigned.

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

- Graduate students currently enrolled in a public policy, public administration, urban studies, political science, or closely related program;
- Attention to detail, professional writing skills, ability to manage multiple priorities and projects, desire to work in a team environment with evolving priorities and projects, highly organized;

- Knowledge of political and public processes, ability to analyze legislation and policies and anticipate impacts on New Yorkers.

APPLICATION PROCESS (Max characters 700)

Email your resume and cover letter to Doitt.internships@doitt.nyc.gov. Please put the position title in your subject line.

SALARY RANGE

\$15.93-\$24.73 per hour

Internship may be used to fulfill college credit requirement

ADDITIONAL INFORMATION/COMMENTS (Max characters 700)

Click or tap here to enter text.