



*INTERNSHIP AVAILABLE*

**Brooklyn Office Fall 2018 Urban Design Internship (Unpaid)  
Brooklyn Office**

**THE AGENCY**

The Department of City Planning (DCP) plans for the strategic growth and development of the City through ground-up planning with communities, the development of land use policies and zoning regulations applicable citywide and sharing its perspectives on growth and community needs with sister agencies in collaboration with the Office of Management and Budget (OMB).

DCP's six strategic objectives include: (a) catalyze long-term neighborhood improvement through integrated planning and targeted accompanying public investments; (b) encourage housing production, affordability, and quality; (c) promote economic development and job growth; (d) enhance resiliency and sustainability of neighborhoods; (e) ensure integrity, timeliness and responsiveness in land use reviews; and, (f) supply objective data and expertise to a broad range of planning functions and stakeholders.

Central to its mission, DCP supports the City Planning Commission in its annual review of approximately 450 land use applications. The Department also works closely with OMB in developing the Ten-Year Capital Strategy, and helping administer the Neighborhood Development Fund, geared toward ensuring that growing neighborhoods undergoing rezoning have accompanying infrastructure investments.

The New York City Department of City Planning is a great place to work – cultivating intellectual inspiration, professional development and creativity. Visit our website at [www.nyc.gov/planning](http://www.nyc.gov/planning) to access the full listing of job opportunities and to learn more about our great agency.

**THE DIVISION**

The Brooklyn Office consists of a dedicated team of professional city planners and urban designers who work on a wide variety of projects and studies in the largest, and one of the most dynamic boroughs of New York City. The borough includes a wide variety of land uses, from historic brownstone neighborhoods, high-density skyscrapers, public housing developments, new creative technology companies and industrial districts to swaths of one- and two- family homes and beautiful parks. Brooklyn's 2.5 million residents are equally diverse and include almost a million immigrants who hail from the Caribbean, Central America, Asia and Europe. These new New Yorkers and current Brooklynites enliven and enrich Brooklyn's numerous neighborhoods and contribute to the borough's teeming vitality and renewed growth and point to the need for more housing, especially affordable housing, economic development and quality complete neighborhoods.

The Department of City Planning's Brooklyn Office's very active work program reflects this renewed growth and the Mayor's mandate to plan for the needs of all New Yorkers. The Brooklyn Office is working with communities to identify opportunity areas and plan for growth to facilitate the Mayor's Housing New York Plan. Based on innovative community-based work completed by the Department under a HUD Sustainable Communities grant, the Mayor has identified East New York as the first area under his plan, while other neighborhoods will be selected. The Office also coordinates the review of numerous private and publicly-sponsored requests for

changes in zoning and other land use changes that require the Department's review and application of public policies.

Thus, planners and urban designers in the Brooklyn Office work on a wide range of land use planning, zoning, urban design and transportation issues in communities across the borough. Borough office planners are the local experts on their communities and provide essential knowledge to policy makers, appointed and elected officials. The Brooklyn Office is looking for a motivated and enthusiastic intern to assist in our work program by handling independent projects and supporting larger initiatives.

### **THE ROLE**

Under supervision, with latitude for independent judgement, the Urban Design Intern will:

- Coordinate and contribute to production of presentations, documentation of existing conditions, urban design analyses and proposals;
- Conducts an individual short urban design research project on an area of interest to the department
- Maintain strong interpersonal skills and the ability to work within a team structure
- Working with other team members, coordinate with technical divisions of the department and other city agencies;
- And perform other related tasks.

### **QUALIFICATIONS / SPECIAL SKILLS / AREAS OF STUDY:**

- Undergraduate or graduate students in urban design, architecture, landscape architecture, or related fields.
- Enthusiastic about planning and design issues in New York City.
- Demonstrated design, communication and organizational skills.
- Motivated self-starter: able to work independently and complete tasks in a timely fashion.
- Competent in computer-based drawing (AutoCAD, Rhino, SketchUp) and graphics programs (Adobe Suite) required and in GIS software (ArcGIS) a plus.
- Preference given to candidates with excellent drawing (both by hand and by computer), presentation and written communication skills;

### **HOW TO APPLY**

All interested applicants should send a letter of interest, resume and at least (3) work samples from your portfolio demonstrating design and drawing proficiency (under 10MB) to Sagi Golan at [sgolan@planning.nyc.gov](mailto:sgolan@planning.nyc.gov) and include "Brooklyn Office Fall 2018 Urban Design Internship" in the subject line of your email. Please be advised only candidates under consideration will be contacted. No phone calls allowed.

### **COMPENSATION**

Unpaid, potential academic credit

### **SUBMISSION DEADLINE**

Until filled

### **SCHEDULE**

20 hours per week. Days and hours flexible. Fewer hours negotiable during school semester.

### **INTERNSHIP DURATION**

October 1, 2018 – December 14, 2018

**THE DEPARTMENT OF CITY PLANNING IS AN EQUAL OPPORTUNITY EMPLOYER AND A COPY OF THE EQUAL OPPORTUNITY PROGRAMS IS AVAILABLE IN THE HUMAN CAPITAL DIVISION. THE DEPARTMENT MAKES AVAILABLE ACCOMMODATIONS FOR DISABLED APPLICANTS.**