



## DOWNTOWN BROOKLYN PARTNERSHIP PUBLIC SPACE + PLANNING INTERN

### ORGANIZATION BACKGROUND

Downtown Brooklyn Partnership (DBP) is a not-for-profit local development corporation that serves as the primary champion for Downtown Brooklyn as a world-class business, cultural, educational, residential, and retail destination. The Partnership's activities include attracting new businesses and improving the environment for existing stakeholders; facilitating the construction of public spaces and streetscapes; supporting and promoting Downtown Brooklyn's cultural and civic assets; and encouraging a unified sense of place and an engaged community.

### ROLES AND RESPONSIBILITIES

As a member of the Operations Department, this individual will play a critical role in managing DBP's extensive public space portfolio, which includes supporting the provision of district services, spearheading data management/analytics initiatives, conducting research and project planning around sustainability initiatives, and other technical support.

This position is ideal for a graduate student who is interested in gaining experience in urban planning, public space management, sustainability, infrastructure, and streetscape development. **This position requires a willingness to work in the field.** This is a paid internship for 12-15 hours per week through the end of the spring semester, with the possibility to extend into summer.

Responsibilities include, but are not limited to the following:

- Conduct field surveys on streetscape conditions and issues relating to the pedestrian experience throughout the district;
- Create maps and visualizations for special projects and to facilitate neighborhood services;
- Manage, analyze, and visualize data for various programs, including DBP's Living Lab program
- Assist with the research, development, promotion and implementation of new sustainability initiatives to improve neighborhood operations
- Research funding opportunities for various projects and initiatives
- Support events as a representative of the Partnership;
- Other analysis, data entry, and research duties as needed.

### QUALIFICATIONS

- Pursuing a Master's degree in urban planning, sustainability, urban design or a related field;
- Demonstrated interest in public space, physical planning, infrastructure, and sustainability;
- Knowledge of New York City agencies and policies;
- Proficiency in Adobe InDesign, Illustrator, and/or Photoshop
- GIS or mapping skills preferred.
- Excellent oral and written communication skills and attention to detail;
- Strong organizational and project management skills;
- Creative and eager learner with the ability to work well on a team;

**COMPENSATION**

This is a paid internship opportunity.

**TO APPLY**

Interested candidates should email a resume and cover letter describing your interest in and fit for the position to [jobs@downtownbrooklyn.com](mailto:jobs@downtownbrooklyn.com) with the subject line "Public Space + Planning Intern."

**Downtown Brooklyn Partnership is an Equal Opportunity Employer**

We are dedicated to building a culturally diverse workplace representative of Brooklyn's strengths and the people we serve. DBP strongly encourages applications from qualified minority and women candidates.