

Position Available:

Public Engagement Team Management Internship with the Governors Island Alliance

Governors Island has become one of New York's greatest public spaces. Located just a half-mile from lower Manhattan and Brooklyn, the Island's historic buildings and harbor views make it an ideal and unique waterfront destination. The Governors Island Alliance (GIA) is working with the National Park Service, the Trust for Governors Island, and a spectrum of arts, culture, and environmental organizations to develop and sustain a public outreach and volunteer program for Governors Island. A key part of that program is to organize and implement outreach campaigns, events and volunteer opportunities that generate public support for and enhance the visitor experience on the Island.

GIA is seeking a spring/summer intern to assist with management of our Public Engagement team. The position will be paid with a stipend. The internship is part time in the spring with potential extension through the summer. Majority of work will take place either at GIA's Financial District offices or on Governors Island.

The application can be found at www.governorsislandalliance.org. Applications will be reviewed on a rolling basis, and interviews scheduled after the submission deadline of March 15th.

Specific duties include:

- Work with GIA, TGI, and NPS staff to create and execute a public engagement strategy for the Governors Island 2015 season
- Recruit and manage a team of 10-12 high school interns
- Communicate with high school interns regarding scheduling, events, and logistics
- Host weekly debrief meetings with high school interns
- Work with Public Engagement Director and Public Programs Associate to develop and provide necessary training to high school interns
- Collect, organize, and report on feedback from the public
- Collect, organize, and report on feedback from the high school intern team

Qualifications:

- Comfort working with diverse audiences
- Experience working closely with high school-aged youth
- Must be an undergraduate student
- Proficient in Microsoft Office
- Exceptional communication and organizational skills
- Very high attention to detail; ability to manage several projects at once
- NYC candidates preferred

Applications without all requested information and/or attachments will not be considered.