Van Cortlandt Park
College Internships

Graduate and undergraduate college students are welcome to experience the inner workings of Van Cortlandt Park through the Park Administrator’s Office and its partners. We seek intelligent, self–motivated candidates, who are good communicators and serious workers for both office and field assignments. Must be 18 years or older. For further information on any of the internships described below, please contact volunteer@vcpark.org. To learn more about the park in general, visit www.vcpark.org.

Maintenance & Operations Inspector
NYC Parks Department is the only parks agency world-wide with a systematic computerized inspection program designed to evaluate green spaces on three main aspects: cleanliness, structural and landscape. Collecting data from the field, inspectors note deficiencies and set up repairs or cleanings. This system helps parks remain clean and safe to the public while easily tracking resources. Reporting to the Park Manager, the Maintenance & Operations Inspector is required to learn the rating system, inspect park zones based on this system, track and analyze data. Inspectors will be asked for suggestions on how to keep the park clean and safe as well as develop strategies on maintenance and operations based on available resources. Inspectors may attend weekly or monthly operations meetings with the Bronx Parks Commissioner.

Times Available: Flexible days with at least 10 hours a week for 9 weeks
March – Mid May; Mid-May thru August; or September thru Mid November.
Number of Positions: 3

Performing Arts Production Intern
Van Cortlandt Park Conservancy hosts three outdoor performing arts series presented in July & August – Summer Stage Kids, Barefoot Dancing, and Bronx Arts Ensemble Concerts. Each series is produced in collaboration with organizations that support cultural programming in the park. Assist the Van Cortlandt Park Special Events Director with these 15-20 events by arriving early for set ups and staying late to break down the site, troubleshoot for performers and audience members, create final reports for funders; also assist with public relations, outreach and evaluation surveys. This intern must be able to work with artists on a deadline and audiences often made up of large groups. Production interns may attend weekly meetings with the Park Administrator.

Times Available: Tuesdays 8:30am – 12:30pm, Thursdays 8:30am – 8:30pm,
Sundays Noon – 4pm
Mid-June – Mid-August
Number of Positions: 2
**Ecological Forest Restoration Intern**
Van Cortlandt Park is home to over 80,000 trees, cared for by a dedicated team of urban forestry professionals. Gain experience in this emerging field working alongside the Van Cortlandt Forest Restoration (VCFR) team as they manage the woodlands and landscape trees of this great park. Interns will use hand tools to remove invasive weeds and replace them with native plants throughout the 660 acres of Van Cortlandt Park’s woodlands. On the trails, lawns and playgrounds tree hazards and obstructions must be identified and addressed to protect both the safety of park goers and the health of the tree. VCFR staff, in conjunction with Million Trees NYC, will train interns on invasive plant identification and removal techniques, tree pruning and planting.

Times Available: 7am – 3:30pm Monday – Friday, year round
Number of Positions: 4, although must apply in pairs

**Birding/Animal Population Studies**
Beginner or advanced birders may engage in this internship. Working directly with Urban Park Rangers, NYC Audubon and local birding experts, evaluate weekly bird walks for the public (once a month the walk is bilingual with Spanish); maintain winter bird feeders and daily bird log; gather data for nesting and migratory studies; computerize data of bird populations in Van Cortlandt from 1950’s to today; and assist with public relations and outreach so people know about this about Van Cortlandt Park:

*The park’s relatively large size and position as an “island” of quality forest and wetland habitat in a sea of nearly complete urbanization makes it particularly important as one of the last regional sites supporting characteristic breeding and migrant bird species.*


Times: Flexible hours but must include Saturdays 8-11am, year round
Number of Positions: 3

**Fundraising/Development Intern**
As the City’s funds for Parks continue to diminish, private dollars are critical to keep Van Cortlandt Park clean, green and a fun recreational destination. Assist the Van Cortlandt Park Conservancy in its efforts to attract grants and other funds to maintain cultural programming, outdoor recreational facilities and natural landscapes. This internship requires great attention to administrative details and excellent writing and communication skills. Reports to president of Van Cortlandt Park Conservancy.

Times: 2-3 days/week year round, plus occasional weekend days in fall and spring
Number of Positions: 2