



## **Internship Opportunity with Statewide Environmental Organization**

Parks & Trails New York's summer internship program offers an opportunity for undergraduates and graduate students to work in Albany with the Parks & Trails New York (PTNY) staff to shape policies, organize grassroots constituents and provide stewardship for parks, trails, and other outdoor recreational facilities. The program provides interns with valuable insight and first-hand experience in the environmental field.

**Specific Responsibilities:** Assist with a variety of program, research, communications, and outreach tasks related to protecting, promoting and enhancing New York's parks and trails. Projects include:

- **Stewardship** – assist with PTNY's programs to enhance statewide stewardship of park system and trail network
- **Events** – assist with organizing and promoting summer events, including annual Cycle the Erie Canal Bike Tour
- **Communications** – assist with print and e-publications, website content and production, social media, and other outreach.
- **Advocacy & Research** – assist with PTNY's advocacy efforts for parks and trails funding, bike and pedestrian projects, and other park- and trail-related issues.

**Qualifications/Skills:** Well organized, excellent oral and written communications skills, multi-tasker, strategic thinker, experience with Microsoft Office and web-based tools. Demonstrated interest/experience in environmental, conservation, parks, trails, and/or bicycle/pedestrian issues.

**Hours:** Part-time, approximately 20 hours/week, beginning in June and running through August with the possibility of continuing in the fall. Hours are flexible in terms of days and times but must be within regular work week hours (M-F, 8-5).

**Work Environment:** Friendly and hard-working staff. Casual atmosphere.

**Compensation:** \$12/hour, may also be used for college internship requirements.

**To Apply:** Please send a cover letter, resume, and references (including a former employer or supervisor of volunteer work) by **May 17, 2019** to [careers@ptny.org](mailto:careers@ptny.org) with the subject line "Summer Internship." Include proposed work schedule in cover letter.

**Parks & Trails New York, 29 Elk Street, Albany, NY 12207, [www.ptny.org](http://www.ptny.org), 518-434-1583**

*PTNY is the leading statewide organization working to promote, enhance and protect a network of parks, trails and greenways across the state. We work with decision makers to advance policy issues, help local communities realize their visions for green space, lead bike tours, and work with grassroots groups to build their capacity to steward parks and trails.*