Parks Planning & Design Intern

Primary duties and responsibilities:

The Town of Manchester seeks to engage a graduate student or recent graduate in landscape architecture, urban design or a related field to assist in the creation of a master plan for Center Springs Park, a 57-acre urban park in the town’s core. Under the primary direction of Planning Department staff, the intern will assist with site analysis and planning, conceptual design, visualizations and conceptual renderings, graphic design and facilitating public workshops. The ultimate purpose of the plan is to ensure Center Springs Park is better connected to adjacent districts, more attractive and accessible, and a more vibrant destination for a wider range of residents and visitors.

This project will provide significant exposure to municipal government, public engagement and landscape design. The intern will have the opportunity to gain substantive professional experience working with Town staff from Planning, Engineering and Public Works, Field Services, and Parks and Recreation. There will be opportunities to engage with Manchester residents and other stakeholders and present before residents, Town commissions and volunteer groups and potentially the Town’s elected legislative body.

Skills and Experience:

- Graduate coursework in landscape architecture, urban design, or closely related field. Prior experience with a landscape architecture, parks planning or planning studio desirable.
- A working knowledge of the information, processes and techniques used in the landscape planning and design professions.
- Skill in conceptual rendering, visualizations and graphic design.
- Proficiency in Microsoft Office suite, including Word and Excel, PowerPoint; GIS.

Hours:

Approximately 10-15 hours/week, over approximately 10-12 weeks. Specific work hours can generally be flexible to accommodate the intern’s schedule; however, the intern is expected to be available for any evening public workshops or presentations.

Salary:

$3,500, to be paid in two installments.

To Apply:

Submit a cover letter, resume and relevant work samples (in particular, evidence of design skills such as conceptual renderings or visualizations and a brief writing sample) to Kyle Shiel, Senior Planner at kshiel@manchesterct.gov.