

**34<sup>th</sup> Street Partnership / Bryant Park Corporation**  
**New York, NY**

**1** Please describe your organization briefly, including mission statement, activities, size, etc.

34<sup>th</sup> Street Partnership and Bryant Park Corporation are two award-winning, not-for-profit, Business Improvement Districts (BID) with the mission to improve the quality of the commercial, physical and public space environments within their district boundaries. The two companies share the same management staff, but manage two different areas in Manhattan.

34<sup>th</sup> Street Partnership is a coalition of property-owners, tenants, and city officials, working to revitalize and manage a 31 block district in the heart of midtown Manhattan with major streetscape improvements, special security and sanitation services, public events, tourist assistance, and free retail services. Famed for decades as the premier shopping destination for New Yorkers and visitors alike, 34<sup>th</sup> Street suffered from the cycle of retail flight and urban decline through the 1970s and 80's, which blighted this once-thriving thoroughfare and depressed it economically and visually. Welcoming the challenge, in 1992, the Partnership set out to create a new miracle on 34<sup>th</sup> Street with hard work, a carefully developed plan, professional leadership, and meticulous management with the goal to link 34<sup>th</sup> Street's anchors - Penn Station, the Empire State Building, Madison Square Garden, and Macy's - with safe, litter-free, and well-lit streets and to transform the neighborhood into an exciting destination and a booming, profitable retail district oriented toward the public. The Partnership also manages two public spaces-Herald and Greeley Squares-which are located in the heart of the District at Broadway and 31<sup>st</sup> – 35<sup>th</sup> Streets. More information can be found on our website at [www.34thstreet.org](http://www.34thstreet.org).

The Bryant Park Corporation (BPC) was established in July 1986 for the purpose of restoring and maintaining historic Bryant Park and the surrounding Bryant Park BID. BPC, under an agreement with the New York City, is responsible for the management of the park, including maintenance, concessions, repairs, landscaping, sanitation, security, improvements and events. The Bryant Park BID incorporates all the properties bordering Bryant Park, as well as the main branch of the New York Public Library. The properties include about 8.1 million square feet of office space. The park reopened in 1991 after four years of renovation with a budget six times the level under prior city management. It is the largest effort in the nation to apply private management backed by private funding to a public park, and it has been a successful, innovative public space, thriving with thousands of visitors each day. More information can be found on our website at [www.bryantpark.org](http://www.bryantpark.org).

34<sup>th</sup> Street Partnership and BPC currently hire a total of 212 employees, which includes both management staff and sanitation/security staff out on the fields. The total number of staff in the management office is 31.

**2** Describe **in detail** the work or project an intern will do, **please be as specific as possible**.

The intern will be working under the Operations Department of 34<sup>th</sup> Street Partnership and BPC. The Operations Department plays a coordination role between security, sanitation, horticulture, retail, tourism services, and event departments, which allows for the intern to learn extensively about how the City and its public spaces are run.

The intern will be working both in and out of the office. Inside the office, the intern's main responsibility will be project management and updating of project status and general administrative tasks. This will consist of going to different departments and checking on their progress with projects, along with assisting them with various researches for different projects. Example of projects that the intern may be involved in include street furniture design; streetscape improvement; and Bryant Park visual improvements. Researches range from product research to cultural and policy research of cities all around the world.

Outside of the office, the intern will have extensive opportunities to do fieldwork in Bryant Park and the 34<sup>th</sup> Street district. In 34<sup>th</sup> Street, the intern may inspect the streetscape in the district, reporting back with conditions that need to be fixed, along with ideas for improvement of the city. In Bryant Park., we seek for the intern to conduct Bryant Park visitor studies, such as habits of park visitors; visitor counts; and research on inbound and out-bound destinations of park visitors. The intern may also assist with the monitoring of events going on in Bryant Park, Herald Square, or Greeley Square.

Through the internship, the intern will get a first hand look at how cities should be beautified and maintained, on a micro level, along with understanding how innovative public spaces are created and managed. They also have the opportunity to participate in weekly staff meetings, where all departments convene to discuss pressing issues facing management. Interns gain invaluable exposure to the process of civic improvement and the mechanism of city politics. Members of our talented staff include a former NYPD Assistant Commissioner, a former Sanitation Assistant Borough Commissioner, two architects, a town planner, and a number of former employees of the Parks Department.

**3** Describe any particular skills, background, or qualities you are seeking in an intern

This position is best suited for a student with passion and interests in a wide variety of issues, including urban planning, architecture, design, statistics, city politics and policies. The right candidate will be motivated, reliable, and highly organized, showing great attention to detail. Candidates should also have sophisticated research and reporting skills and be capable of conducting research on projects going on in and outside New York City. The student's computer skills should be up to date, with experience in Microsoft Excel and ideally knowledge of graphic software. Good health and positive attitude are essential— this internship requires many hours out in the field, sometimes in inclement weather.

- There are required dates for this internship. Internship must start on \_\_\_\_\_ and end on \_\_\_\_\_.
- Start and end dates for the internship are flexible.

The expected working schedule for this internship:

Begin 9 a.m. End 5 p.m.

Lunch break: Length 1 hour, no specific time