



BOSTON REDEVELOPMENT AUTHORITY

TITLE: PLANNING INTERN (COMMUNITY PLANNING) UNPAID

1-2 Internship Positions

SUMMARY: Under the direction of Senior Planners / Community Planning, support public outreach and its internal coordination. Assist with workshops, as well as planning, zoning and land use regulation initiatives. Prepare meeting minutes and conduct research.

Provide assistance on the following planning projects:

- Waterfront Planning
- Fairmount Indigo Planning Initiative

QUALIFICATIONS: Work requires Masters degree level enrollment in city planning, urban affairs or real estate. Candidates for a masters degree in city planning are preferred. Proficiency with Adobe CS is desirable, but not required. Preference for candidates who are interested in learning about, and participating in, the community engagement component of planning initiatives.

DATES OF INTERNSHIP PROGRAM: October to December 2013, with option to extend through May 2013

Flexible start and end dates: schedule based on student and employer needs.

Intern must be available to attend occasional evening public meetings.

ALL INTERNS MUST BE CURRENT GRADUATE STUDENTS

Candidates for a degree in city planning are preferred.

**Students must supply a transcript (proof of current enrollment) prior to hire.*

Submit resume/cover letter to:

**BOSTON REDEVELOPMENT AUTHORITY, HR
43 Hawkins Street
Boston, MA 02114
617-918-5458 (fax)
E-Mail: HR-BRA@boston.gov**