



**NYC School Construction Authority
Public Schools for Public Schools Internship Opportunity
2023 Spring Semester and Summer**

Employer Name: NYC School Construction Authority (SCA)
30-30 Thomson Avenue
Long Island City NY 11101

Overview:

The New York City School Construction Authority (SCA) is a public sector entity, responsible for building new public schools and managing the design, construction and renovation of capital projects in New York City's more than 1,200 public school buildings. Our mission is to design and construct safe, attractive and environmentally sound public schools for children throughout the many communities of New York City. We are dedicated to building and modernizing schools in a responsible, cost-effective manner while achieving the highest standards of excellence in safety, quality and integrity.

Job Description:

Public Art for Public Schools, a unit of the NYC School Construction Authority, oversees the Department of Education's collection of permanent artwork in the city's schools. The intern will be involved in all aspects of Public Art for Public Schools programs. The intern will assist with collection research, database maintenance, artist research, general administrative tasks, office support, and inspection of artworks at schools. The ideal candidate should be highly organized, a self-starter, and have excellent research skills. The position is ideal for candidates interested in art history, public art, and/or conservation.

www.nycsca.org/publicartforpublicschools

Instagram: @nycscagram

Twitter: @NYC_SCA

Program Schedule:

Program participants are permitted to work up to 20 hours per week during the fall and spring semesters, and up to 37.5 hours per week during the summer (from June-August). The SCA's standard business hours are 8:00 am-5:00 pm Monday to Friday. The internship is slated to begin in February and has the potential of continuing throughout the student's academic studies. The internship position is an in person position.

Salary:

\$ 18.00 per hour

Position Requirements:

- Local part-time (applicants must be enrolled in a minimum of two classes) or full-time Graduate student enrolled in an accredited Graduate Degree program for art history, public art, and/or conservation.
- Candidates should be proficient in computer programs that are relevant for the intern placement.
- Strong verbal and written language skills are important.
- G.P.A. will be considered.
- Applicants who are selected, must be able to present unexpired original documentation to show their identity and employment authorization to work in the United States.
- If selected, applicants must provide original proof of being fully vaccinated before their start date.

Required Materials Include:

- Current Resume
- Cover Letter
- Official Transcript detailing coursework completed to date
- Official Registration (bursar's receipt or enrollment verification)
- Class schedule

Application Deadline:

Application documents will be considered on a rolling basis, but we recommend submission by January 27 2023.

To be considered, please forward the required materials to:

Ruby Saake, Senior Management Specialist
Business Development Department
NYC School Construction Authority
30-30 Thomson Avenue, Long Island City, NY 11101
Phone: (718)752-5047
Email: SCAINTERNSHIPS@nycsca.org

The New York City School Construction Authority is an equal opportunity employer.