

Collegiate Internship Program

The **COLLEGIATE INTERNSHIP PROGRAM** is designed to provide job training in planning and urban development to qualified college students who anticipate careers in these areas. Interns will be assigned to work with Planning Department staff at The Maryland-National Capital Park and Planning Commission (M-NCPPC) in Prince George's County. Internships will be available for the summer. Interns will normally be required to work full-time (40 hours per week) and will be compensated.

The Prince George's County Planning Department has a wide variety of opportunities that will provide students with a realistic work experience. Selected students will have the opportunity to work with professionals in their respective disciplines. The Prince George's County Planning Department is seeking students pursuing degrees or disciplines in the following areas:

- Regional and Community Planning
- Transportation Planning
- Landscape Architecture
- Urban Design/Studies
- Geography/Geographic Information Systems
- Environmental Planning/Science
- Civil Engineering
- Historic Preservation
- Economic/Community Development
- Sociology
- Communications/Public Relations
- Public Policy/Administration



Student Eligibility

Students must meet the following criteria:

- Currently enrolled and seeking an undergraduate or graduate degree at a college or university
- At least a junior-class standing
- At least a 2.5 GPA (on a 4.0 scale)

Additional Selection Criteria

- Strong writing skills
- Effective interpersonal skills
- Familiarity and/or experience with computers
- Work or volunteer experience that might be applicable
- Leadership
- References from past supervisors and/or professors
- Self-motivation; ability to work well with minimal supervision

Program Dates

Summer internships will run from June 4 through August 24, 2018.

Application Instructions

- Students must submit an M-NCPPC employment application to be considered for employment.
- Students must submit a college transcript. An unofficial transcript is acceptable.

Students must submit a personal statement indicating goals and aspirations that may be enhanced by participation in the program. Personal statements must be at least one page long.

Deadline

Applications for summer 2018 internships will be accepted on a rolling basis until positions are filled.

Incomplete applications will not be accepted. Personal statements must accompany applications, which must be submitted to:

The Maryland-National Capital Park
and Planning Commission
Planning Board Office, 4th Floor
14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772

Attn: Robert E. Clarke III
Internship Coordinator



The Maryland-National Capital Park and Planning Commission was established by the Maryland General Assembly in 1927. The Commission is empowered to prepare and administer a General Plan for the physical development of Montgomery and Prince George's Counties. The Commission is also empowered to acquire, develop, maintain and administer a regional system of parks that currently contains over 43,000 acres. Its staff consists of over 2,000 employees—planners, park and recreation administrators, park police, and administrative staff. In addition, the Commission hires up to 800 summer employees each year in its numerous park and recreation programs.

The Maryland-National Capital Park and Planning Commission has long been recognized, both regionally and nationally, as a leader for its innovative park design and development applications, as well as its outstanding leisure service programs.

The Commission is an equal opportunity employer, and encourages applications from minorities, females, and persons with disabilities.

For applications and more information on the **COLLEGIATE INTERNSHIP PROGRAM** contact Robert E. Clarke III, Internship Coordinator, at 301-952-4504, robert.clarke@ppd.mncppc.org,

or

www.mncppc.org/230/Collegiate-Internship-Program



The Prince George's County Planning Board
The Maryland-National Capital Park
and Planning Commission
14741 Governor Oden Bowie Drive
Upper Marlboro, MD 20772
www.mncppc.org



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at The Maryland-National Capital
Park and Planning Commission

Prince George's County, Maryland

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