



Town of Cary
URBAN DESIGN INTERN

SALARY	\$16.00 - \$22.13 Hourly	LOCATION	Cary, NC
JOB TYPE	Temporary, Part-Time	JOB NUMBER	24-01992
DEPARTMENT	Town Manager's Office	DIVISION	Economic Development
OPENING DATE	10/20/2023	CLOSING DATE	12/17/2023 11:59 PM Eastern
FLSA	Non-Exempt	BARGAINING UNIT	N/A

Description

The Cary Urban Design Studio is dedicated to enhancing the quality of life for our residents through thoughtful urban design and community planning. Our team is committed to creating sustainable, vibrant, and inclusive urban environments that reflect the unique character and needs of our city. We are excited to offer an internship opportunity for a motivated and creative urban design enthusiast to join our team and contribute to shaping the future of Cary.

As an Urban Design Intern with the Cary Urban Design Studio, you will have the opportunity to work alongside experienced urban designers, planners, and architects on a wide range of projects aimed at improving our city's urban fabric. This internship will provide you with hands-on experience in urban design, community engagement, and the intricacies of municipal governance. You will be an integral part of our team, assisting with various aspects of urban design projects.

Interns are exposed to urban design and planning practices in a municipal urban design studio, are mentored in design methods and have exposure to the political realities, processes, and stakeholders of city planning. Tasks may range in complexity from large-scale urban design projects to the day-to-day duties of operating a small design studio.

Applicants must provide a collection of work samples in PDF format (10MB limit) or Web-based work samples link may be provided on the resume in lieu of a PDF upload.

Typical Tasks

- Conduct research on urban design best practices, zoning regulations, and land use policies. Analyze data related to demographics, transportation, and urban trends to inform design decisions.
- Assist in the development of conceptual design proposals for public spaces, streetscapes, and community revitalization projects. Create sketches, diagrams, and visual representations to communicate design ideas effectively. Collaborate with the design team to produce detailed site plans, renderings, and design documents using software tools such as AutoCAD, SketchUp, or GIS.
- Assist in the operations of the Cary Urban Design Studio, including, but not limited to: hosting and facilitating charrettes, workshops and community events; advertising, invitation and setup for meetings and events; coordinating

the maintenance and improvement of the studio space.

- Prepare exhibits and messages from a variety of sources for use on the urban design studio website, Instagram, and other related media to communicate design ideas, events, etc.
- Advance the Town of Cary's goals on equity, sustainability, placemaking, and related best practices
- Research and assist in the development of amendments to the Land Development Ordinance (LDO) and related design standards
- Assist in the preparation of reports, presentations, and documentation for project meetings, city council presentations, and grant applications.
- Work closely with multidisciplinary teams, including planners, architects, engineers, and landscape architects, to ensure the successful implementation of design projects.

Knowledge, Skills and Abilities

Basic knowledge of:

- The philosophies, principles, practices, and techniques of urban design and city planning with a focus on reuse and redevelopment
- Site design, landscape architecture, architecture, and urban design methods Planning research, zoning, multimodal transportation
- Principles and practices of community engagement, facilitation, collaboration, and public service

Ability to:

- Design the built environment at various scales
- Plan, organize, and carry out multiple complex projects effectively and simultaneously
- Establish and maintain effective working relationships with associates, municipal officials, representatives of other agencies, and members of the general public

Minimum and Preferred Qualifications

Preference will be given to candidates who have the following:

- Currently pursuing a degree in urban design, landscape architecture, urban planning, architecture, or a related field.
- Strong interest in urban design at all scales, sustainable development, suburban repair, downtown revitalization, and graphic production.
- Proficiency in design software such as AutoCAD, SketchUp, Adobe Creative Suite, and GIS.
- Excellent communication and presentation skills.
- Ability to work both independently and collaboratively in a team environment.
- Passion for creating livable, sustainable, and aesthetically pleasing urban environments.

Requires drug testing and background check (which may include criminal check, education verification and credit history review) prior to employment.

Requires a valid driver's license and acceptable driving history.

Benefits

Regular Full-Time Employees

[Learn more about our benefits.](#)

Cary is pleased to provide excellent, competitive, and comprehensive benefits to serve the needs of our employees and

their families.

Because Cary believes that employees are one of our most important resources, significant dollars (averaging about 40% of annual salary per employee) are spent each year on employee benefits.

All regular full-time employees of Cary are eligible, and benefits coverage for new employees and family members is effective upon an employee's hire date.

Agency

Town of Cary

Address

316 N. Academy Street, Human Resources

Cary, North Carolina, 27513

Phone

919-469-4070

Website

<http://www.carync.gov>