

2018 NYC SUMMER INTERNSHIP PROGRAM

AGENCY NAME

DEPARTMENT OF SANITATION

DIVISION

DSNY/Commissioner's Office

ADDRESS1 44 Beaver Street

ADDRESS2 New York, NY 10013

CONTACT NAME Maggie Lee

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PHONE

FAX

AGENCY DESCRIPTION (Max characters 3000)

The NYC Department of Sanitation (DSNY) promotes a healthy environment through efficient management of the City's solid waste and environmentally sound long-range planning to handle New Yorkers recycling and garbage. DSNY is the world's largest sanitation department, collecting more than 10,500 tons of residential and institutional garbage and 1,760 tons of recyclables every day. DSNY also clears litter, snow and ice from some 6,000 miles of streets, removes debris from vacant lots and clears abandoned vehicles from City streets.

UNIT DESCRIPTION (Max characters 1000)

Internationally recognized artist Mierle Laderman Ukeles has been the official un-salaried Artist-in-Residence of the Department of Sanitation since 1977. In cooperation with DSNY, she has realized many noteworthy projects such as *Touch Sanitation Performance* (1979); *Sanitation Celebrations* (1983) including *the Social Mirror*; *Touch Sanitation Show* (1984); and *Ceremonial Arch Honoring Service Workers* (1988), as well as many other works. She is currently working on her Percent for Art commission toward completion of *Landing*, the first permanent artwork for Freshkills Park. Significantly, the Artist-in-Residency created by Ukeles and DSNY has become the inspiration for similar programs in New York City and around the country.

POSITION TITLE (Max characters 100)

DSNY 017 - Archival Summer Graduate Intern, Artist in Residence

INTERNSHIP RESPONSIBILITIES (Max characters 1500)

The Archival Intern will work closely with the artist and her studio manager towards organizing and preserving the extensive archive of her works. He or she will assist in preparing Ukeles' archives for digitization and/ or donation to the Smithsonian Archives of American Art in Washington DC, as well the transition to a smaller office space. Responsibilities may include:

- Organizing, labeling, and cataloging files, particularly the records relating to the artist's work with DSNY
- Documenting work and generating inventories in preparation for the transition
- Assisting in planning and executing a layout for the new office
- Assisting the transferal of files out of the office or between offices

QUALIFICATIONS/SPECIAL SKILLS/AREA OF STUDY (Max characters 1500)

Candidates must be currently enrolled in a graduate degree program in an accredited college, university or law school.

- Prefer candidate be currently enrolled in an accredited program in archival studies, art history, library science, museum studies, or a related field.
- Must be efficient, organized, and have a strong attention to detail.
- Proficient in basic office software such as Microsoft Word and Excel.
- Possesses a background or interest in Art or Art History.

APPLICATION PROCESS (Max characters 700)

Email resume and brief cover letter indicating the title of the position to mlee2@dsny.nyc.gov

SALARY RANGE

\$830.55 per week

- Internship may be used to fulfill college credit requirement

ADDITIONAL INFORMATION / COMMENTS (Max characters 700)

Assignments will begin on or after May 21 and last between 10 and 13 weeks.