



## Summer Parking Intern

### Organization

The Institute for Transportation and Development Policy (ITDP) promotes sustainable and equitable transport worldwide. ITDP is a nonprofit organization headquartered in New York City with offices in China, India, Indonesia, Brazil, Argentina, Mexico, and the United States. ITDP's programs focus on Bus Rapid Transit (BRT), non-motorized transport, travel demand management, parking, transport policy, and urban development. More information about ITDP can be found at [www.itdp.org](http://www.itdp.org).

ITDP has been working on parking issues globally since 2008. Parking is a policy area that impacts traffic and the use of street space in cities, yet is often an overlooked aspect of city planning. ITDP has produced several reports looking at parking policies in Europe, the U.S., Latin America and Asia. City specific policy and user behavior studies have been conducted in Beijing, Rio de Janeiro, Mexico City and Vientiane and other cities. The years of experience now bring ITDP closer to the completion of the On Street Parking Planning Guide (OSP PG), which has been a multi-year project that is due for publication in the last months of 2017. In addition to the OSP PG, ITDP is working on several smaller parking related initiatives.

### POSITION

The Summer Parking Intern will work in ITDP's New York City HQ office as a part of the Global and U.S. Initiatives Team. The Intern will report to the Director, Global and U.S. Initiatives. S/he will be expected to work flexibly and creatively in collaboration with the Global Communication team. The ITDP HQ office is a congenial, fast-paced environment where hard work gets done and good humor is appreciated. The ideal candidate is passionate about sustainable transport and understands the policy implications of achieving parking reforms in cities. S/he will also work directly with city partners, vendors and consultants. This position is for 35 hours per week from June through the end of August.

### RESPONSIBILITIES

- Provide editorial assistance and task-manage the production schedule for the On-Street Parking Planning Guide

- Help with updating benchmark data of various comparative indicators
- Develop and update city case studies missing from the existing OSP PG draft
- Fact-check sources and references and contact cities by phone and email, when needed
- Coordinate copy-editing, photo selection and preparation for designers
- Assist with developing fact-sheets about parking enforcement and other parking-related topics
- Support quantifying the impacts of the off-street parking reforms that occurred in Buffalo, NY; Sao Paulo, Brazil and potentially soon in Mexico City
- Assist with preparations for a mini-exhibit about parking in collaboration with local partners in NYC to push the policy agenda locally.

### **REQUIRED QUALIFICATIONS**

- Master's Candidate in transportation, urban planning, civil engineering, or a related field.
- Preferred knowledge of on-street and off-street parking policy and practice issues
- Understanding of how parking relates to land use and travel demand management, or at least a strong willingness to learn
- Meticulous with exceptional attention-to-detail
- Ability to work independently and take initiative
- Strong communicator with excellent written, oral and interpersonal skills
- Foreign languages a plus
- The internship is available in June; the intern must be able to work Monday-Friday in our New York office (35 hours per week) and commit through the end of August 2017
- A stipend is available

To apply, please send a resume, cover letter, and writing sample to [jobs@itdp.org](mailto:jobs@itdp.org) with "Summer Parking Intern" in the subject line. Parking experience is required. No phone calls, please.