

RENSSELAER SCHOOL OF ARCHITECTURE

ARCH AWAY Internship - Spring 2022

CITY OF CHICAGO

Department of Planning and Development (DPD)

Bureau of Planning and Design

ELIGIBILITY / QUALIFICATIONS

1 :: Candidate must be a 3rd-year or 4th-year B. Architecture student in their AWAY semester.

2 :: Candidate must have interest in planning and urban design for Chicago neighborhoods, as well as interest in ensuring equitable service to diverse communities.

3 :: Candidate must have demonstrated design, communication and organizational skills.

4 :: Candidate must be proficient in computer-based drawing :: Rhino, AutoCAD, Sketchup, Adobe Creative Suite.

5 :: Preference will be given to those with exceptional skills in hand drawing and computer drawing, as well as visual presentation and written communication skills.

6 :: Candidate must be a motivated self-starter who is able to work independently and complete tasks in a timely fashion.

INTERNSHIP / CO-OP PERIOD OF EMPLOYMENT

The spring 2022 full time internship position will start in late January or early February and has the option to continue to mid-August.

APPLICATION PROCESS / TIMELINE

WEEK OF 10/4 :: Online WebEx Program Overview Event

City of Chicago leadership team recording presents an overview of the department's mission and current initiatives. They also provide an outline of responsibilities and expectations associated with the internship. You may access this link starting September 25th. Recording link ::

<https://rensselaer.webex.com/rensselaer/ldr.php?RCID=ad5e438718a8449cba8a8907c5de3742>

MONDAY 11/22 :: Application Deadline

Deadline for submission of ALL application materials. **Applications must be uploaded to the following BOX link:** <https://rpi.app.box.com/folder/146306903278>

TUESDAY 11/23 :: Final Selection of Shortlisted Candidates

A selection committee comprised of several School of Architecture faculty will evaluate the applications and forward an unranked recommendation of 3-5 names to the Dean. The Dean will forward final recommendations and application materials to the Department of Planning & Development.

WEDNESDAY 12/1 - WEDNESDAY 12/8 :: Online Interviews

Staff from the City of Chicago's Department of Planning and Development will schedule on-line interviews with select candidates.

FRIDAY 12/10 :: Announcement of Selected Intern

Staff from the City of Chicago's Department of Planning and Development will make the final selection. An announcement will be made shortly thereafter, and the internship/co-op will begin in mid-February.

APPLICATION

1 :: 250-word max. statement in response to each of the following questions ::

- a :: Provide an example of when you had to take the lead in a group setting to overcome an obstacle with limited resources.
- b :: Equity is an important value for our city and our department. How have you demonstrated equity as a core principle in your work?
- c :: Why are you interested in an internship in the public sector and why do you want to work with the City of Chicago?
- d :: What's one of your favorite public spaces/places? Why is it attractive to you?

2 :: Portfolio of up to 5 creative works, 10 pages maximum, PDF format.

3 :: A resume of professional and extracurricular activities.

FINANCIAL PROVISION

Although this is an unpaid internship, the School of Architecture will provide internship recipients a fixed amount of \$3,000/month in support of cost of living expenses. Note: Round trip travel to Chicago will need to be drawn from this funding resource.

Funding is being designated for this student internship/co-op program through the generosity of the Dean's Leadership Council.

ARCH AWAY OUTCOMES

Rensselaer's ARCH AWAY program requires the following, at the end of the internship / co-op experience:

1 :: Students must provide a written reflection describing their experiences, etc.

2 :: Staff from the DPD will be asked to provide a review of the effectiveness of the program.

ABOUT THE DPD

The principal planning agency for the City of Chicago, the DPD promotes the comprehensive growth and sustainability of the City and its neighborhoods. The DPD also oversees the City's zoning and land use policies, and employs a variety of resources to encourage development, historic preservation, accessible waterfronts, walkable neighborhoods, and related community improvements.

ABOUT THE BUREAU OF PLANNING AND DESIGN

The Bureau provides planning and urban design services to the city's neighborhoods. The bureau is comprised of 6 regional teams that oversee priority-planning efforts to ensure the city is best serving its diverse communities equitably.

INQUIRIES

All inquiries should be addressed to Carly Brackett, Senior Student Services Administrator, at perruc@rpi.edu.