National Capital Planning Commission (NCPC)
2022 Student Volunteer Internship Opportunities

Do you want to contribute to reimagining public spaces? Solving planning challenges? Envisioning modernization plans while preserving the historic landscape of the nation’s capital?

About NCPC:

Expand on your urban planning skills at NCPC! Collaborate on impactful, multifaceted issues and initiatives such as Pennsylvania Avenue, new ideas for commemoration, public space and streetscape design, planning for workplaces in a post-pandemic environment, and more, through research, analysis, urban design, project review, plan development, and/or public engagement.

As the federal planning agency for the National Capital Region, NCPC preserves and enhances the extraordinary historical, cultural, and natural resources and federal assets of the National Capital Region to support the needs of the federal government and enrich the lives of the region’s visitors, workers, and residents. NCPC’s work includes reviewing major projects and master plans from federal agencies, developing long-range planning policies, and small area and issue plans addressing often unique issues of planning for the nation’s capital. The National Air and Space Museum, the Eisenhower Memorial, and the National Museum of African American History & Culture are just some examples of the historic and groundbreaking initiatives under NCPC’s review that have significantly contributed to and captured our nation’s unique history and legacy.
Opportunities:

NCPC considers applications year-round from eligible students interested in a potential internship. Students selected for the NCPC unpaid internships gain unique experience in the federal planning and policymaking environment while working with NCPC staff. In addition to working with staff, interns also typically gain field experience by conducting walk-throughs and site visits throughout the nation’s capital. To be considered for this program, students must meet certain program eligibility requirements such as a U.S. citizenship and minimum of half-time current enrollment in an accredited institution, as well as any specific skills indicated below:

The Physical Planning Division is seeking interns from urban planning, landscape architecture, and/or architecture with strong organizational, technical, and research skills; proficiency with CAD/GIS and Adobe Creative Suite is highly preferred. Interns will support development of the Monumental Core Streetscape Manual and research, public outreach, tactical urbanism, and event program planning for the Pennsylvania Avenue Initiative, a 1.2-mile corridor between the White House and U.S. Capitol. This division conducts planning and design work to address executive and legislative directives, emerging issues, or implementation of Commission policies focused on physical features or a specific geography.

The Policy and Research Division is seeking an intern to participate in research involving commemoration including the Beyond Granite project and the Memorials and Museums Master Plan. The intern will also assist the division as it studies changes to the federal workplace and issues concerning urban design and security. This division researches critical issues and opportunities facing the National Capital Region. It evaluates policy options and priorities and works on the congressionally mandated Comprehensive Plan and Federal Capital Improvements Program.

The Office of Public Engagement is seeking an intern to assist in researching the planning history of Washington, DC, in support of NCPC’s upcoming centennial in 2024 which includes curating a digital library, developing digital products, developing speaker events and interviews, and creating partnerships; assist with the planning and execution of public events and outreach through social media, media releases, and Commission materials; and, assist in the agency’s public participation plan. Strong writing and research skills with an interest in and understanding of planning-related topics is necessary; technical skills in graphic design and video production are appreciated, but student will have opportunity to learn from staff. This division coordinates outreach and participation on all aspects of NCPC’s initiatives and activities with the public and media, including research and development of various outreach products; and, fosters partnerships to address planning challenges in the National Capital Region.

How to Apply:

For consideration, submit your resume and cover letter in PDF format to: jobs@ncpc.gov
Your cover letter should indicate your academic course of study and your specific NCPC interests, including the division to which you seek assignment if accepted for an internship with the NCPC. Writing samples and/or portfolios showcasing your strengths would be appreciated.

Questions:

If you have questions, please send your inquiries to: jobs@ncpc.gov