



SHAKER HEIGHTS

City of Shaker Heights Planning Internship Summer 2009

Planning Intern (Part Time)

The City of Shaker Heights Planning Department is seeking a part-time intern to assist planning staff with ongoing projects and department responsibilities. This is an unpaid position for June-August 2009; flexible 10-15 hours for 2-3 days per week. The internship is a great way to gain hands-on planning experience.

The planning intern works closely with experienced planning staff on implementation of redevelopment projects and daily planning administration activities. He/she will work with the City Planning Commission/Board of Zoning Appeals, Architectural Board of Review and Landmark Commission staff, review plans and conduct follow-up site visits.

Project areas include: transit-oriented development; transit station design/construction; historic preservation research and documentation; and grant writing. Specific projects may include photo documentation of historic landmark properties, inventory of public parks, and work on the Safe Routes to School program.

Applicants should be enrolled in or a graduate of a degree program in Architecture, Historic Preservation, Urban Planning, Urban Studies, Public Administration, Political Science or a related field. Both undergraduate and graduate students are welcome.

Please submit resume and cover letter for consideration by May 1, 2009 to Ann Klavora at ann.klavora@shakeronline.com.

See the City's website at www.shakeronline.com for general City information.