Gotham Center Institutes
2020 Summer Internship

About the Gotham Center
The Gotham Center is a research and public education institution, sponsored by The Graduate Center, CUNY, devoted to advancing scholarly and public understanding of New York City's rich and living past. The organization was founded in 2000 by Mike Wallace, after his landmark work *Gotham: A History of New York City to 1898,* co-authored with Edwin Burrows, won the Pulitzer. For nearly twenty years, it has been the one academic institution devoted exclusively to promoting this critical field of study.

Our goal is to support historical work examining the various forces and figures that have shaped life in the city, and to demonstrate New York's unmatched contributions to the development of the nation, and connections to the world. Through a variety of research programs (grants, fellowships, seminars, conferences, workshops) we hope to underwrite the production of this knowledge, and shape the next generation of scholarship. Through a variety of public-facing initiatives (blogs, podcasts, lecture and discussion series, K-12 programming) we strive to make that knowledge available to the widest possible audience, including leaders in civil society and government. In all things, we ask New Yorkers to consider how the past has created the present, and what lessons it might offer for the challenges we face in our great city, now and in the future.

About the Institutes Initiative
The Gotham Center is now soliciting proposals for month-long, walking-tour-based 'institutes,' or non-credit bearing courses, for the public about distinct themes / periods of New York City history. Graduate Center doctoral students with demonstrated expertise in New York City history will be chosen to lead the 'classes' during summer session II (July 1 - July 26) 2020; selection, based on the strength of proposals. This is a pilot initiative for a new, continuous Gotham Center program that may be expanded in the future and will further the Gotham Center's mission, to advance public understanding of New York City's rich and living past.

The internship will include:
- Providing historical/original research for class content;
- Researching and identifying locations;
- Working with the Gotham Center's director on tour development; and
- Communicating with groups that may or may not be versed in New York City History.

Requirements
- Strong research, writing and organizational skills;
- Strong communication skills;
- Passion for and a deep knowledge of New York City history;
- Available for a minimum of 10 hours a week from July 1 to July 26, 2020 and weekly check-ins with The Gotham Center's director; and
- Ability to navigate the public transportation of New York City and engage in extensive walking.

Interns will receive
- The fellows selected will be paid $42.95 per hour for 40 hours over 4 weeks (approximately 10 hours per week) for a total amount of $1,718; and
- The fellow is not eligible for benefits, but will be reimbursed for transportation pass for the duration of the internship.

Timeline
- January 17, 2020: Applications open.
- March 15, 2020: Applications due.
- March 16, 2020 to March 30, 2020: Interviews conducted.
- April 13, 2020: Interns are notified.
- May 15 to May 30th: Group and individual training.
- July 1, 2020 Heritage Tour Institutes begins.
- July 26, 2020: Internship ends.

How to Apply
Applicants should send the materials requested below as email attachments and/or links addressed to The Gotham Center, at engagement@gc.cuny.edu. Please use the subject: "Gotham Center Institutes Application."

Submit the following items:
- Personal statement/statement of interest
- Writing sample
- CV/resume
- A two-page proposal on a NYC History Tour that contains the following:
  - State the overall subject (theme) of your tour/syllabus **in one or two sentences**.
    - Identify the neighborhood that you will use to explore your subject.
    - Include the following:
      1. **Key Moments:** What are the key points in your narrative, or the "plot" of your overarching theme?
      2. **Key Characters:** Who are the key characters in your tour? Examples: the architect, the local entrepreneur, student activists?
      3. **Key Takeaways:** What are the 2-3 key takeaway points you want to highlight or conclude with?
    - You must include no less than 8 landmarks in New York City, with a brief statement of the rich cultural history that centers around each.
  - A foot map of each location and its order of presentation.
    - The time allocated to each location.
    - Please limit to 2 hours.

Please note that Grad A and B's are eligible for this internship.