Student Professional Worker Opportunity

The Department of City Planning is seeking a Student Professional Worker (SPW) to work with the Urban Design Studio. This paid, part-time opportunity will offer an enriching experience for students wishing to gain hands-on practice in urban design and city planning. The ideal candidate will be entering, in Fall 2019, the second year of a masters program in Urban Design/Architecture or Landscape Architecture and can devote approx. 20 hrs/week working for the Urban Design Studio for the 2019/20 fiscal year commencing July 2019.

Position Summary/Job Description

- Prepare conceptual renderings and 3d models
- Prepare graphics and presentation materials
- Conduct research and analysis
- Prepare draft reports and recommendations
- Assist with presentations and community outreach
- Review and maintain databases
- Assist with various general support duties

Requirements

- Education and experience in Urban Design, Architecture, or Landscape Architecture
- Proficient in Adobe Creative Suite (InDesign, Illustrator, Photoshop) and AutoCAD, SketchUp.
- Available 20 hrs/week from July 1, 2019 to June 30, 2020
- Strong design and visual, oral, written communication skills
- Possess the initiative and organizational skills required to manage multiple, complex tasks and deadlines

Ideal candidates are familiar with the City of Los Angeles, enjoy problem-solving, and are highly motivated and detail-oriented.

Interested candidates need to submit a resume, portfolio and cover letter all in one pdf to: danai.zaire@lacity.org by June 1st, 2019. Each applicant’s resume and cover letter will be reviewed to assess the candidate’s experience and qualifications as they relate to the ability to perform the responsibilities of these positions. Those candidates assessed to be the most qualified will be invited to participate in the interview selection process.