



Position Title: Intern
Job ID Number: 48420
Education Level: Undergraduate

The Mayor's Press Office is seeking an energetic and curious intern, specifically interested in the media and communications field.

The Agency You'll Join:

The New York City Mayor's Office is responsible for overseeing city services throughout the five boroughs, coordinating public agencies and departments, and managing public property. The administration is leading the fight in making the city more affordable, reducing inequality, improving public safety, ensuring delivery of efficient and effective services, and working to make New York City's economy stronger. We value leadership, transparency, fairness, and efficiency as we actively seek diverse talents from various sectors to join our team.

The Team You'll Work With:

The Mayor's Press Office at City Hall is responsible for media monitoring, responding to media inquiries, preparing senior administration officials for media interviews, and planning media events designed to communicate accurate, timely information to the public.

The Problems You'll Solve

Responsibilities include but are not limited to:

- Draft public schedules, media advisories, press releases, briefings and other documents for the media and public;
- Work with the deputy press secretaries and the broader communications team at events, press conferences and interviews with senior administration officials, including the mayor;
- Update lists and contact information for office systems and for distribution.

About You

- College Student candidates must be an enrolled and registered student accumulating credits. Matriculation at an accredited college.
- Operate in a fast-paced environment, with a high level of professionalism, often under short deadlines and in high-pressure situations.

Salary

Undergraduate College Students: \$17.75 per hour

To Apply Select: [2026 Summer Internship Program Application](#)

Equal Opportunity | Diversity Equity & Inclusion Statement

The Office of the Mayor is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.

The Office of the Mayor values diversity — in backgrounds and in experiences that is reflective of the city it serves. Applicants of all backgrounds are strongly encouraged and welcome to apply.

If you are a qualified individual with a disability or a disabled veteran, you may request a reasonable accommodation if you are unable or limited in your ability to access job openings or apply for a job on this site as a result of your disability. You can request reasonable accommodations by EEO at EEO@cityhall.nyc.gov.

New York City Residency Is Required Within 90 Days of Appointment