



Historic Preservation Internship Work Plan

Work topic:	Historic Preservation
Deliverables:	Research case studies of downtown development projects involving redevelopment of historic resources; Geographic Information Systems (GIS) maps, presentations, field work and public meetings
Area of Specialization:	Historic Preservation, Architecture, Urban Planning, Zoning
Minimum hours/week:	24-40 hours/week
Dates of internship:	TBD
Supervisor:	Steve Callcott, Deputy State Historic Preservation Officer

Work Description:

The Historic Preservation Office is seeking an intern to assist in the preparation of an updated preservation plan for downtown Washington, DC. The plan is being prepared as part of an effort to update the city's Downtown Development District (DD), a zoning overlay adopted in 1991, in order to evaluate the impact and effectiveness of existing preservation incentives in the DD to inform decisions about retaining or expanding those incentives.

The intern will be responsible for compiling relevant preservation components of plans and studies that have been prepared for the downtown, and collecting or updating information for a matrix of completed development projects. GIS maps will be prepared to show completed development projects, designated and eligible historic properties, and development trends. Case studies will be selected and prepared for 8-10 projects that will assess their use of preservation incentives. In order to prepare the case studies, the intern will be responsible for interviewing project team members and city planning staff, reviewing project plans and reports, taking photographs, and writing narratives summaries. Responsible for planning and coordinating an Historic Preservation activity for OP summer youth employees.

The Intern will assist in:

- Compiling plans and studies
- Conducting field work and interviews
- Collecting/updating information
- Data Collection
- Photography
- GIS/Mapping

