

Position: Park Program Ambassador Internship

Department: Events, Facilities & Programs

Category: Park Staff

Reporting To: Brandon Williams, [Koen Roberson](#) & [Robyn Abdusamad](#)

Status: Part-time | **Hourly Rate:** \$14

Hours Available: 25 - 40 hours a week

Start Date: June 1, 2026 - Aug 31, 2026 (14 weeks)



Duties and Responsibilities as an Ambassador:

GDPI Program Ambassadors are the faces of our downtown parks. They are the first line of contact with the general public, along with vendors, program partners, and performers. The purpose of this position is to provide a friendly presence in our parks, ensuring they are safe and well-maintained public spaces. General daily duties include being present and visible in both Center City and LeBauer Parks, greeting and assisting park visitors, opening and closing park facilities, setting up for all park activities and events, providing janitorial, horticultural, and general maintenance needs, collecting data on attendance, managing risk and emergencies, enforcing park rules and reporting serious violations to proper authorities. Maintenance and upkeep of all restrooms and public spaces. Maintaining public surveys and evaluations, social media, and special event facilitation are also a part of this position. This is a physically active position that requires possible lifting and constant movement around and between both parks. Specific duties include:

- Represent GDPI's brand and mission positively at all times
- Serve as on-the-ground liaison for permitted vendors, sponsors, partners, and members of the public.
- Assist with directions and other questions as needed
- Be familiar with upcoming park programs and events to advertise to park patrons
- Perform setup and breakdown of any programs or events, including tables, tents, signage, audio/video, etc.
- Daily cleaning, including but not limited to cleaning park tables and signage, picking up trash, and sweeping
- Janitorial duties, including but not limited to opening and cleaning of all bathrooms regularly during shift
- Fountain cleaning, taking out trash, and recycling
- Record park counts every two hours daily
- Identify emergencies and how to respond accordingly
- Contact the Greensboro Police Department to report any illegal activity, record and file incident reports as needed
- Participate in committee/task force meetings with GDPI admin staff as necessary
- Serve as MC and make stage announcements as needed
- Ensure event areas are clean and free of debris before scheduled event/activations, during shift, and at the end of shift
- Maintain organization in park storage areas daily
- Communicate with coworkers and supervisors to report issues, cleanups, and facility problems
- Be flexible to perform other duties of a comparable level/type as assigned

Duties and Responsibilities as an Intern:

The GDPI Internship program is designed to be done in addition to the ambassador duties and responsibilities and is meant for people who may have a passion for parks and recreation, event planning, or other related careers.

Participation in this program is not required for all ambassadors. Participation in the internship offers an opportunity for professional development, networking, and internship experience that would be valuable to someone looking to pursue a career in parks and recreation, event planning, or a related field. Specific duties and responsibilities of the internship are as follows:

- Participation in dedicated learning sessions with different administrative positions in the park, including Facilities Director, Community Engagement and Program Manager, Events Manager, and Executive Director.
 - Learn the process of and assist with organizing and running vendor markets and GDPI events
 - Active participation on the Program Committee
 - Learn the downtown parks and city events rental process
 - Assist the Events Manager with day-of responsibilities for special events
 - Learn about the different ways in which city departments work with the park to maintain and improve facilities
 - Learn and participate in fountain and general park maintenance
- Networking in the form of connecting with program partners, special event contacts, and city partners. An orientation will be held in April with the express purpose of connecting new hires with our array of program partners.
- Participation in various administrative data tracking activities
- Produce a culminating project in the form of conducting a research project on the park, producing an original event (with the aid of the Event Manager), or organizing a vendor market (with the aid of the Community Engagement and Programming Manager).

Job Location and Conditions:

- 75% parks, 25% office (varies during seasons)
- Must be willing to work outside year-round
- Operate equipment safely and in accordance with training: wear appropriate personal protective equipment, and report any unsafe work conditions or practices to the supervisor
- Must be available to work early mornings, days, evenings, weekends, and holidays.
- The outer layer of shirt/jacket uniform must have the GDPI logo or name tag identifying oneself as GDPI staff when on duty. Responsible for a clean and neat appearance, khakis or denim (not ripped), and an optional GDPI hat and jacket

Qualifications:

- Ability to work effectively in a team setting with children, families, staff, and community partners and contacts
- A true “people person” with an outgoing personality and the ability to interact with small and large crowds
- Previous event/customer service experience strongly preferred
- A proactive thinker and doer
- Able to work well alone and in a group
- Ability to prioritize and think clearly on your feet
- Ability to lift 40 lbs. Lifting and setting up of equipment/heavy equipment is a part of this job
- Must have access to reliable transportation
- Standing, walking, running: Must have the ability to frequently stand, walk, and occasionally run. Must be able to stand, walk, or run over flat terrain during the entire shift
- Required availability: minimum 25 hours per week, with a likelihood of up to 40. Please note on-site work at evening and weekend activations is regularly expected. Qualified candidates must be open to and anticipate a flexible schedule that aligns with park activations.