

Frequently Asked Questions

1. How many fellows are accepted?

There is a maximum of 8 fellows accepted per session.

2. What are the deadlines for applying?

- Spring: January 15th
- Summer: June 1st
- Fall: September 1st

3. Can I still send my resume after the deadline is passed?

Yes, resumes will be kept on file for 1 year for future internship opportunities.

4. What do I need to provide when applying?

A copy of your resume and a cover letter.

5. Does the internship offer credits?

Yes, the internship offers credits. Urban Fellows must coordinate with their academic institution to gather the required information.

6. What kind of skills are you looking for?

Good academic, analytical, drafting and language skills; excellent communication and interpersonal skills; the ability to work well with others; and creative thinkers.

7. What kind of job will I be asked to do?

Potential projects include:

- Attending and summarizing conferences and meetings
- Document and internet research
- New programming research and drafting
- Evaluation of projects
- Presentations.

City of Buffalo
Mayor Byron W. Brown

urban fellows
Internship Program

“Enriching today’s youth
to become tomorrow’s leaders.”

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Division of Citizen Services
Urban Fellows Internship Program
218 City Hall, 65 Niagara Square
Buffalo, New York 14201



Enriching Our Youth

The City of Buffalo Urban Fellows Internship Program is designed to introduce our region's most talented college students and recent graduates to local government and public service, through hands-on practical learning experiences.

This program gives many young people an opportunity to work in the fast-paced environment of the Division of Citizen Services. During the internship, fellows are able to create new and innovative programs and initiatives for the Division. Citizen Services believes it is important to immerse participants so that they understand city government in all aspects, as well as take away practical knowledge from their internship experience.



The Urban Fellow Internship Program begins with a formal orientation. Orientation is a one day program to inform, familiarize, and answer any questions that fellows may have. They are given the opportunity to share what their expectations are, and what they hope to take away from the internship program.

Eligibility Requirements



- Any person who is pursuing or has received a degree or certificate at a secondary academic institution (Community College, University).
- Applicants must be able to demonstrate their eligibility to work in the United States for the entire fellowship period.

Program Length

- 1 Academic Semester
- 1 Academic Year
- 1 Summer Session

Application



Although the Urban Fellows Internship Program does not have a minimum GPA requirement, it is extremely competitive. To apply, please email a copy of your resume, writing sample, references and cover letter detailing your interest and why you feel you are best qualified to complete the Urban Fellows Internship Program.

Applications are due:

Spring Session: January 15th

Summer Session: June 1st

Fall Session: September 1st

Please send cover letter, resume, writing sample, and 3 references to:

Oswaldo Mestre, Director

Email: omestre@city-buffalo.com

Electronic submissions are preferred.

Alternatively, applicants can mail documents to:

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