
Application deadline: January 15, 2024

Geographic Information System (GIS) Specialist

Description

The Great Lakes Commission (GLC) has an immediate opening for a geographic information system (GIS) specialist. This person will work under the direction of the GIS project manager to support projects involving mapping and geospatial analysis. The primary focus of this position will be to support GLC's [work](#) with the U.S. Environmental Protection Agency and other partners to gather, update and curate data to support planning and response activities under the Oil Pollution Act. A smaller proportion of time will be dedicated to supporting projects related to other priority areas included in the GLC's [strategic plan](#), such as aquatic invasive species and water quality.

Responsibilities

The GIS specialist will be responsible for a variety of activities including the acquisition of data from federal, state, provincial and nongovernmental sources throughout the Great Lakes-St. Lawrence River region; the creation and editing of geospatial data in the ESRI GIS environment; data analysis; the production of maps, charts, graphs and written reports; and the publication of data through online mapping services and web-based map viewers.

Specific responsibilities include:

- Identify formal and informal data sources and create standardized geospatial datasets from tables, heads-up digitizing, and existing spatial data
- Contact agencies and facilities to verify that datasets used in emergency response planning are current
- Maintain reference GIS data layers published by the GLC and updates to associated maps and tables
- Create and maintain metadata for new or modified datasets according to established standards
- Prepare thematic maps, charts and tables for use in print and web publications in conjunction with project staff and partner organizations
- Create and support web-based visualizations

Qualifications

Applicants should possess a bachelor's degree in geography, data science, natural resources, or another related field with exposure to GIS applications, or an equivalent amount of work experience, and the following qualifications:

- Recent experience using the current versions of ArcMap, ArcGIS Pro and ArcGIS Online
- Experience manipulating and interpreting aerial and satellite imagery and other raster datasets
- Cartographic skills that depict a clear understanding of map composition and symbology principles with the ability to produce maps for reports, meetings, posters, websites, etc.
- Experience with data entry and metadata creation and maintenance
- Excellent communications skills, both verbal and written

- Ability to work independently with a high level of organization and attention to detail, including on projects that have established data management protocols

The ideal candidate will also bring one or more of the following skills and experience to the position:

- Professional experience with front-end web development (server configuration, WordPress, Moodle, JavaScript, HTML, CSS)
- Experience automating workflows using ArcGIS Model Builder, Python, or similar
- Demonstrated capacity to learn programming skills as needed
- Understanding of web mapping APIs and services
- Knowledge of emergency planning and disaster response
- Knowledge of Great Lakes issues and programs, water quality, land use, and/or resource management

Appointment

Position Classification

The position is classified as full-time, limited term as defined by the GLC's personnel policies. The appointment term is one year with the potential to extend based on mutual interest and continued funding availability. The desired starting time for this position is February 2024.

Compensation and Benefits

The salary for this position is \$56,000 for one year. The position is eligible for certain benefits, including leave time, flexible and telework schedules, and medical, dental and vision insurance.

Work Environment

The location for this position is the GLC office in Ann Arbor, Michigan. A partial telework schedule may be considered under the GLC's flexible schedule and telework policy. This position may require occasional travel.

Application Process

Applicants must submit a cover letter and resume stating their interest in and qualifications for the position in a single e-mail to vacancy@glc.org. Please use the subject line "Vacancy: GIS." All required items must be provided for an application to receive consideration. *No phone calls, please.*

About the Great Lakes Commission

The Great Lakes Commission is a binational government agency established in 1955 to protect the Great Lakes and the economies and ecosystems they support. Its membership includes leaders from the eight U.S. states and two Canadian provinces in the Great Lakes basin. The GLC recommends policies and practices to balance the use, development, and conservation of the water resources of the Great Lakes and brings the region together to work on issues that no single community, state, province, or nation can tackle alone. Learn more at www.glc.org.

Equal Opportunity Employer

The Great Lakes Commission strives to create an inclusive, diverse and non-discriminatory workplace. The Great Lakes Commission is an equal opportunity employer; the Great Lakes Commission complies with applicable federal, state and local laws prohibiting discrimination. It is Great Lakes Commission policy that no person shall be discriminated against, as an employee or applicant for employment, because of race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, marital status, political affiliation, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.