

Watershed Agricultural Council

Agriculture ♦ Forestry ♦ Conservation Easements ♦ Economic Viability

33195 State Highway 10, Walton, New York 13856

phone: 607-865-7790

fax: 607-865-4932

nycwatershed.org



Geographic Information Systems (GIS) Coordinator Exempt Employee

The GIS Coordinator works in coordination with multi agency, self-directed specialized work teams to provide cartographic and analytical support to all Watershed Agricultural Council (WAC) and Watershed Agricultural Program (WAP) program efforts. The GIS Coordinator is responsible for managing the GIS program, both hardware and software, data inputs, maintain data bases, providing requested analysis and the training of system users.

Technical Requirements:

- Four (4) years of technical experience using ESRI GIS software, including ArcGIS 10.x, ArcGIS Server,, Portal and SQL Enterprise Geodatabase;
- Experience with web mapping and app building, feature, tile and geodata services with ArcGIS Online and Portal;
- Experience with file and server based Geodatabase design and maintenance, spatial data sources, creation of data dictionary and metadata, ArcGIS data versioning and disconnected distributed geodatabases and synchronization;
- Thorough knowledge of map projections, coordinate systems, spatial data manipulation and spatial statistics;
- Thorough knowledge of Global Positioning Systems (GPS), including configuration, data collection, and data conversion to GIS format familiarity with Trimble, Collector App and Survey 123;
- Advanced knowledge of geospatial data structures, coordinate systems and conversions, including CAD/GIS conversion;
- Experience with at least one relevant programming language: Python, C#, JavaScript in developing GIS tools and models to support analysis, data management and web map/app workflows;
- Experience with Microsoft Office tools, report writing and end user support

Educational Requirements:

- Master's degree in GIS, Geography, Natural Resource Management, Environmental Science, Agriculture, or related field, with specialization and/or certificate in GIS; OR
- Bachelor's degree and 3 years of professional GIS experience; OR
- An equivalent combination of training and experience as defined in A, B above.

Duties and Responsibilities:

- Manage the GIS data including system operations, data creation, maintenance, documentation, updating ,review and replication/synchronization with remote offices;
- Manage and operate peripheral hardware including mobile devices, GPS enabled cameras, digitizing boards, scanners, plotters, printers, external disc and tape drives;
- Manage server and desktop licensing for GIS software and related products.
- Design, develop and maintain GIS modules for existing and new WAC database applications;
- Develop methods for integrating spatial data and tabular data from multiple databases to improve data manageability and integrity;

- Assist technical staff with, and train in the use of the GIS as it applies to their duties;
- Recognize opportunities to apply GIS solutions to solve problems and improve workflows for technical staff;
- Work with technical staff to develop templates that produce consistent data sources, analysis workflows and cartographic outputs;
- Perform GIS data analysis such as spatial queries, overlays, buffer and site identification;
- Identify and acquire existing databases for GIS from clearinghouses and other sources, and conversion of such data to WAC system requirements;
- Provide quality control of GIS data created in the WAC office, and thoroughly document all data sets with metadata;
- Produce graphic presentations of GIS analysis for system users;
- Develop procedures for verification, integration and /or collection of field data;

Reporting Responsibilities:

- Reports to the Database Administrator.