

JOB ANNOUNCEMENT

Wright Soil and Water Conservation District

Date Posted 02/24/2023

POSITION TITLE: Summer GIS Intern - Full Time, Seasonal Position

Position Location: Buffalo, MN

Starting Salary: \$16.00 - \$18.00 Hourly
Based upon qualifications and experience

APPLICATION DEADLINE: 4:30 p.m. on March 20, 2023

ANTICIPATED INTERVIEWS: March 27-30, 2023

POSITION DATES (APPROX): May 8 – September 1, 2023

Send Application To:

Luke Johnson, District Manager

Wright SWCD

311 Brighton Avenue South Suite C

Buffalo, Minnesota 55313

Phone 763-682-1933 Ext 3

E-Mail luke.johnson@usda.gov

POSITION DESCRIPTION:

Under the direction of the District Manager a successful applicant will work with Wright SWCD staff to assist with GIS work and associated tasks. Projects will include, but are not limited to, Story Map Creation, Survey 123 creation, database management, website updating and field surveying. Some outdoor work will be expected.

QUALIFICATIONS:

Requirements:

- Self-motivated, disciplined and enthusiastic
- Excellent written and oral communication skills
- Strong organizational skills
- Ability to work independently and as part of a team in both outdoor and office environments
- Proficient in Microsoft Office (Excel, Word)
- Proficient understanding of ESRI Arc Suite (ArcMap, ArcPro, ArcCatalog, ArcGIS Online)
- Current and valid MN Driver's License
- Ability to lift/carry 50 lbs
- Ability to stand/walk for several hours
- Ability to work on uneven terrain and inclement weather

Preferred Knowledge:

- Experience utilizing ArcGIS and viewing aerial photography
- Experience developing and maintaining websites
- Experience in natural resources field including water quality and/or ecology
- Familiarity with video editing
- Familiarity with survey-grade GPS equipment

MAJOR RESPONSIBILITIES:

1. Create Story Maps for watersheds of interest
2. Organize GIS data
3. Create applications and manage data in ArcGIS Online
4. Make calculations, charts, graphs and maps based on collected data
5. Interact with local interest groups and landowners
6. Perform topographic survey-grade GPS surveys

APPLICATION MATERIALS: Applicants should submit cover letter, college or Tech school transcripts and a personal resume listing qualifications for the position requirements as shown above. Personal references should be available on request. E-mail or mail applications to the address listed above by the closing date. Candidates will be considered without discrimination for any non-merit reasons such as race, color, religion, sex, national origin, politics, marital status, physical handicap, age or membership or nonmembership in an employee organization.