

*Posted February, 2020*

## **Position Opening**

# **GIS Technician**

Southwestern Wisconsin Regional Planning Commission (SWWRPC) seeks a qualified candidate to assist our staff meet a wide range of planning and economic development goals. As an extension of local government, SWWRPC serves the five counties of Southwestern Wisconsin (Grant, Green, Iowa, Lafayette, and Richland) in land use, transportation and economic development planning. The GIS Technician reports to the Executive Director with day-to-day supervision by the GIS Specialist.

SWWRPC seeks a qualified individual to perform duties that include designing and maintaining spatial data layers and associated databases, data conversion, recommending workflows to create and maintain spatial data, and conducting land use and planning-related spatial analysis. A large amount of this project will be updating and maintaining the geodatabase. The GIS Technician will also provide online mapping project support around a variety of projects.

The job requires 40 hours weekly from June to September. The ideal candidate will assist with our GIS mapping efforts, learn the ins and outs of our mapping needs and those of our communities, and advise how to make GIS a productive part of our overall planning and economic development efforts.

Interns are expected to have experience with ArcGIS through coursework and, preferably, professional experience. The successful candidate will be able to think strategically and identify how GIS will support our planning and economic development projects, and communicate the value of GIS to those we serve. Interns must be able to assist in geodatabase management, and then maintain and improve these databases under the supervision of SWWRPC planning staff.

This position offers an excellent opportunity for the individual who enjoys a diverse work load, a flexible schedule, and the opportunity to make a difference in a growing and changing rural region. We will strive to work with the qualified candidate to further develop and encourage use of the candidate's personal interests and talents.

### **ELIGIBILITY REQUIREMENTS:**

- Coursework leading to a bachelor's degree in Geography, Planning, or similar program, with an emphasis on GIS applications;
- Working knowledge of cartographic principles and ability to create intuitive and attractive maps;
- Experience working with GIS and knowledge of ESRI is required;

- Flexible schedule, ability to work from our Platteville office, and attend bi-weekly staff meetings;
- Excellent written and verbal communication skills, comfortable communicating with a wide range of audiences from diverse backgrounds;
- Excellent attention to detail and ability to retrieve, organize, and analyze data;
- Strong work ethic, self-motivated, ability to work on several projects at once, ability to work independently;
- Ability to work independently or in a team environment as needed;
- Ability to attend to details while keeping big-picture goals in mind.

THE GIS TECHNICIAN WILL BE PERFORMING THE FOLLOWING TASKS:

- Assist in collecting data, developing maps, and informing planning staff on spatial analysis possibilities for various planning and economic development projects;
- Work closely with the Assistant Planner/GIS Specialist on geodatabase management, data source documentation, and documentation of GIS planning protocol;
- Present maps to SWWRPC staff, Commissioners, and community partners.

PREFERRED QUALIFICATIONS:

- Excellent written and verbal communication, strong editing skills;
- Creative with an eye for design;
- Energy and a desire to find fresh ideas on how to improve our GIS program;
- Experience proofreading and editing;
- Ability to contribute individually, and participate in cross-functional teams;
- Candidates coming from one of the five counties served by SWWRPC are preferred;
- Familiarity with Southwestern Wisconsin or similar rural region.

The qualified candidate will work from our offices in Platteville, Wisconsin.

AVAILABILITY: This position is full-time from June through August with the possibility of extending into part-time work during fall semester.

COMPENSATION: \$14/hour (exempt from benefits).

Those interested should submit an electronic cover letter, resume, three professional references, a brief portfolio of past work, and a completed SWWRPC Application (available at <https://www.swwrpc.org/about-us/employment-opportunities>) to [t.maggied@swwrpc.org](mailto:t.maggied@swwrpc.org).



20 S. Court St.  
Platteville WI 53818  
p: 608.342.1636 • f: 608.342.1220  
e: [info@swwrpc.org](mailto:info@swwrpc.org)  
[www.swwrpc.org](http://www.swwrpc.org)

Only electronic applications will be reviewed. Applications are due no later than March 6, 2020.

Please be sure to clearly indicate which position you wish to apply for in the subject line of your email submission.

*SWWRPC is fully committed to attracting, retaining, developing and promoting the most qualified employees without regard to their race, gender, color, religion, sexual orientation, national origin, age, physical or mental disability, citizenship status, veteran status, or any other characteristic prohibited by state or local law. We are dedicated to providing a work environment free from discrimination and harassment and where employees are treated with respect and dignity.*