



POSITION DESCRIPTION

Government Services GIS Senior

GIS Senior	
EMPLOYEE NAME:	
Position Title:	GIS Senior
Classification/Salary Range:	GIS Senior / EA Range 25
Division/Program:	Government Services / GIS
Reports to:	Program Manager
FLSA Status:	Exempt, not eligible for overtime
Representation:	Employees Association
Position Location:	Park Place Building, 859 Willamette Street, Eugene, OR, or other locations as needed
Position Purpose	
<p>The position performs advanced spatial data analysis, modeling, and application development; manages and supports applied Geographic Information Systems (GIS) projects in a broad variety of functional areas including Transportation, Land Use, Utilities, Natural Resource, and Community Safety; develops and implements work procedures and project budgets; represents the agency at various community, state, federal, and other meetings.</p> <p>Note: Essential competencies of this job are described under the headings below. They may be subject to change at any time. The omission of specific statements of duties does not exclude them from the position, if the work is similar, related, or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee.</p>	
Position Essential Functions	
<p>Serves as team or project leader on applied GIS and data intensive projects in the areas of land use; demographics; transportation and other infrastructure; social services; public finance; economic development; energy; research and analysis.</p>	

Provides project management, contract development and monitoring, and preparation of progress reports, responses to Requests for Proposals, system studies and other written materials and oral presentations.

Performs research and provides technical assistance by collecting, analyzing, interpreting, and summarizing information. Conducts economic and statistical analyses (cost-benefit, regression, descriptive statistics); analysis of trends (demographic, economic, environmental, regional); projections (employment, population, school enrollment); and evaluation (policy, process, project, program).

Designs and implements GIS and relational databases in various formats.

Designs and implements custom mapping and data driven applications on both the desktop and the internet.

Performs advanced data analyses and creates computerized models; designs and develops supporting databases; applies GIS and other analytical tools to manipulation, analysis, queries, and reporting of information.

Develops work plans, prepares agendas, provides direction to staff team, facilitates meetings, tracks progress, monitors timelines and budget. Reviews and analyzes existing practices and procedures to recommend improvements and changes as warranted.

Researches, analyzes, and evaluates project methodologies and presents findings in oral and written reports and presentations.

Prepares written and oral reports requiring skills in research and analysis of statistical data, field studies, surveys, and maps; prepares graphics and maps for written reports and presentations; presents reports to clients, committees, and work groups, as needed; provides training as needed.

Plans and prepares project proposals and estimates; seeks new funding sources.

Responds to inquiries from the public by phone and through correspondence; provides information on GIS applications, data, and projects to officials, co-workers, and clients. Conducts outreach among member agencies and seeks out new opportunities for LCOG.

Represents LCOG at various federal, state, and local meetings regarding GIS and related efforts and activities.

Other Duties of Position

Commitment to working effectively and collaboratively with colleagues, members of the public, clients, and others from diverse backgrounds, in support of an inclusive and respectful environment.

Provides back-up support to other positions and assistance to regional partner agencies when needed due to absence, periods of heavy workload, or other reasons.

Conducts training sessions for staff and users to share knowledge gained from vendor provided training or from professional experience.

Provides technical expertise by maintaining a current knowledge of the GIS hardware and software environment

Represents LCOG and local agencies at local committees and at meetings, functions, and trainings, if needed.

Maintains a thorough knowledge of regional GIS and data maintenance procedures and keeps up on changes in guidelines and practices including adopted state and national address data standards.

Regular and on-time attendance.

Plans and conducts special assignments as directed by the manager.

Other duties as assigned.

Minimum Qualifications

Degree in an area of study that provides GIS-related education, such as Geography, Planning, Computer Science, Data Science, Geospatial Science, or other related field, and five years of progressively responsible experience in data management; or any combination of education and experience that would provide the applicant with the desired skills, knowledge, and ability required to perform the job.

Extensive experience using Esri desktop and online GIS applications.

Basic understanding of SQL Server or related RDBMS skills.

Experience with process automation, modeling, and extract-transform-load (ETL) concepts & implementations; preferably using Python, SQL, or Esri ModelBuilder.

Thorough knowledge of principles, methods, and practices related to GIS and tabular databases. Thorough knowledge of statistical and analytical modeling methods, practices, and technologies.

Strong analytical abilities with proficiency working with spreadsheets and database reporting tools. Ability to research, compile and analyze original data and develop logical recommendations based on this data.

Considerable knowledge of computer applications and ability to use a variety of software. Considerable knowledge of hardware capabilities.

General knowledge of planning projects.

Ability to plan, organize and coordinate, schedule, evaluate the work of professional and technical support staff.

Ability to develop project goals and objectives and conduct project planning activities.

Ability to organize and make public presentations.

Ability to establish and maintain effective working relationships with other employees, the general public and representatives of other agencies.

Ability to develop and implement innovative services in area of assignment.

Excellent inter-personal skills and the ability to work with partner agencies as well as independently.

Signatures

Employee signature and
date _____

Manager signature and
date _____

Human Resources signature and
date _____