



SOUTHWESTERN ILLINOIS RC&D, INC.

Title: **GPS Specialist**

Position Description Number: **60**

Classification: **GIS Resource Center**

Position Summary:

The GPS Specialist will assist the Southwestern Illinois GIS Resource Center staff in collecting GPS points from within the region that will assist in creating more accurate datasets for use in ongoing and future projects.

Key Responsibilities:

Specific duties include, but are not limited to, the following:

1. Collect GPS points for various features from throughout the region.
2. Store data collected in the Southwestern Illinois GIS Data Library

Qualifications:

The GPS Specialist will possess:

1. Prior experience in the utilization of a handheld GPS unit.
2. Reliable transportation and a willingness to travel throughout the seven RC&D counties.
3. Physical capacity to hike, bike, climb, etc. in order to obtain accurate attribute information.
4. Access to email.
5. Excellent communications skills
6. Knowledge of the Microsoft Office Suite, including: Word, Outlook, Access and PowerPoint.
7. Strong communications skills, including writing and listening.
8. Knowledge of ESRI ArcView products is preferred, although not required.

Supervision:

This position will report directly to the GIS Coordinator, and will interact with other GIS staff.

Longevity:

The individual selected for this position is expected to serve for a minimum period of one year.

Level of Commitment:

It is expected that an individual will commit a minimum of 16 hours per month towards activities associated with this position. This is an averaged estimate, which may fluctuate periodically, based on specific projects.

Workplace Location:

This position would travel throughout the seven-county RC&D region. Download of the data collected would occur at the RC&D office in Mascoutah.

Benefits:

The GPS Specialist is subject to the following benefits associated with this position:

- √ Reimbursement of approved expenses
- √ Ability to gain practical work experience; recognition for work products produced
- √ Ability to share in the rewards of assisting in the protection of the natural resources within the region
- √ Ability to meet new people
- √ Ability to share skills, and/or learn new skills