

## ESSEX COUNTY EMPLOYMENT OPPORTUNITY

### **GIS COORDINATOR**

Exempt Full-Time with Benefits, Grade 12, IT Department

Range: \$49,920 - \$74,880

This position directs and manages the efforts related to the coordination, development, implementation, and maintenance of the County's Geographic Information Systems (GIS) and geographic/address information and data maintenance that is part of the Next Generation 911 system. This position develops various mapping applications for County departments as requested and needed. The GIS Coordinator is responsible for maintaining and improving upon the efficiency and effectiveness of all areas under his/her direction and control. The GIS Coordinator reports directly to the Director of Technology.

Essential job functions: Serves as Essex County's point of contact for all GIS related matters; Manage the GIS by gathering, developing, updating, analyzing, and maintaining countywide geospatial data; including installation and maintenance of GIS software and equipment; provide technical support and troubleshooting for all GIS users; Plan, organize, integrate, monitor, and maintain comprehensive GIS programs to meet long range GIS system goals; Coordinate and monitor contracts with GIS hardware, software, data conversion, and other providers of GIS products and services; Develop and maintain interactive online web mapping applications, both for public consumptions and for internal county departments to suit specific needs and requests; Work directly with other departments to determine user needs and provide custom solutions, perform complex geospatial analyses, prepare reports and discuss findings; Coordinate with other departments in providing geographic visuals for various grant, CIP, and other projects as needed and provide ad hoc analysis to fulfill various requests from internal and external customers; Stay abreast of current research and development of new GIS related products and procedures to recommend new equipment or technology to meet the County needs; Data maintenance of Next Generation 911 (enhanced 911), create 911 address assignments, coordinate and plan implementation with regional and local communities to create a consistent 911 system for public safety; Coordinate County GIS system with surrounding communities as well as regional, state, and federal agencies; Attend and participate in professional group meetings, collaborate with other GIS professionals to discuss current projects and share ideas; Ensures that all work is conducted in a safe manner and all work safety practices are followed; Performs similar or related work as required, directed, or as situation dictates; Assists other department staff as needed to promote a team effort to serve the public; Continues training; keeps current with GIS technology, procedures, and processes.

Education/Experience: A Bachelor's degree in GIS or related field or any equivalent combination of education, training and experience that provides the requisite knowledge, skills, and abilities for the job, plus three years of experience managing a GIS system. GISP or ESRI Professional Certificate preferred. Valid Driver's License. Essex County is an Equal Opportunity Employer.

To apply: Forward cover letter and resume to [chuntley@essex-virginia.org](mailto:chuntley@essex-virginia.org).