

POSITION DESCRIPTION

GIS Analyst (Student Intern)

Hiring Statement

The Delaware Center for the Inland Bays invites applications for a contractual GIS Analyst (not to exceed 560 hours). The Center is a private non-profit organization located at the Indian River Inlet in Delaware Seashore State Park near Rehoboth Beach, Delaware. The Center is a community-collaborative National Estuary Program that has successfully worked in partnership to protect and restore the Inland Bays since 1994. The Center is funded by a wide array of public and private grants and donations, each with their own rules and restrictions, which support a variety of research, education, and water quality restoration projects.

The CIB is acting as the fiscal agent for this position, but day to day supervision and training will be provided by the GIS Services Coordinator at the University of Delaware Water Resources Center.

Position Type – Contractual

This contractual position will average between 25 and 35 hours per week. The rate of pay of \$14/hr. The position is scheduled to begin May 25th 2020 and the end date is flexible but the candidate may not exceed 560 hours total. We're anticipating the end date to be sometime in August 2020 with possible carryover if necessary into the fall. They are not subject to Center for the Inland Bays (CIB) leave, holiday and sick pay as per CIB policies. Participation in benefit plans is not offered. Candidates may choose to work out of the CIB's office in Rehoboth Beach DE, or the University of Delaware's Water Resources Center offices in Newark DE or Lewes DE.

Qualifications

Candidates must be current students working towards an Associate's, Bachelor's, or Master's degree. Candidates must be proficient with ArcGIS software, possess good interpersonal communication and writing skills, have demonstrated ability to work well in multi-disciplinary teams, and be comfortable working remotely.

General Description of the Position

The GIS Analyst works both independently and collaboratively with the GIS Services Coordinator and other staff at the University of Delaware Water Resources Center. He/she will conduct desktop GIS analyses primarily to determine salt marsh acreage and condition in the

Delaware Inland Bays, following an established protocol but also expanding or modifying the approach when necessary.

Principal Duties and Responsibilities

- Works independently and with others, while communicating regularly with the GIS Services Coordinator at the University of Delaware Water Resources Center and with the Environmental Scientist at the Center for the Inland Bays.
- Conducts desktop analyses using ArcGIS to delineate salt marsh boundaries and determine salt marsh acreage and wetland condition.
- Conducts other GIS analyses to develop indicators of bay and watershed health.
- Prepares technical reports and presentations on their projects as directed.

Knowledge, Skills, and Abilities

- Proficiency in using ArcGIS and working with raster datasets
- Knowledge of analyzing and evaluating data.
- Good writing and interpersonal communication skills.
- Strong organizational ability. Demonstrates attention to details.
- Skill working in a service-oriented team environment with understanding of roles and responsibilities of team members.
- Strong capacity to continue to learn.

Work Environment

The candidate is free to work in one of three offices depending on their location, the Center's office in Rehoboth Beach, or the University of Delaware Water Resources Center offices in either Newark or Lewes. The work will average between 25 and 35 hours per week and will run from approximately May 25th through late August with possible carryover into the fall if necessary. Currently it is expected that the candidate will be able to work from an office, however, in the case that work on campus or at the Center is not allowed, there may be potential to work from home. The position is subject to the Center's Office Policy Manual.

The CIB, in its delivery of services and hiring practices, will not discriminate against any individual based upon race, color, national origin, sex, religion, age, disability, political belief, sexual orientation, gender identity, veteran or military status, genetic information, and marital or familial status.

To Apply

Please send cover letter, resume and 3 references in a single PDF document to Ms. Brittany Burslem, Office Manager, office@inlandbays.org. Applications will be accepted until April 17th 2020 @ 5 PM.