

Gibson County GIS Director Description

The GIS Director's duties will include but not be limited to the following items:

Maintain existing layers and data structure on computer network
Creation of new GIS layers
Work with County Departments to correct any discrepancies in data
Data gathering in field (may include driving or walking to gather data)
Research County records
Creation of maps for general public
Creation of maps for County Departments
Assist employees and public with use of GIS by phone, email or in person
Train government employees in the use of ArcGIS and other software
Offer classes to the public for basic GIS use
Oversight of GIS annual budget within Surveyor's budget
Oversight of any part-time employees or interns for GIS related work
Provide oversight on all contracts and contractors relating to GIS
Serve as an advisor to the GIS Policy committee
Write grant applications
Present frequent reports to the County Commissioners
Advise County Surveyor and Commissioners on all GIS related issues
Install GIS software upgrades for County Department computers
Public speaking engagements to local support/service groups
Attend out-of-town GIS related conferences or training

The GIS Director position will be within the office of the County Surveyor. While this position will answer to the County Surveyor, once the parcel data layers have been rectified, determining order of importance for projects will be the responsibility of the GIS Director.

Job Requirements:

- Must possess knowledge of modern principles, practices and techniques of GIS, database and GIS software, including ArcView and ArcGIS, and of cartography.
- Knowledge of CAD software is preferred but not required
- Any combination of experience and education that would likely provide the required knowledge and skills is qualifying.
- Have a valid driver's license and demonstrated safe driving record.

The application review will begin August 17, 2009 and continue until the position is filled.

Please submit resume to:

Gibson County Surveyor
101 N. Main St., Courthouse
Princeton, IN 47670