GIS Services Specialist

Job Code 50022358

General Description
Responsible for overseeing the GIS lab, including research assistance, statistical and geospatial software support, and instruction.

Examples of Duties

Provide support for GIS data-related coursework, research, and teaching.
Provide public service to library patrons.
Plan, develop, and provide workshops and instruction classes for finding, using, and creating GIS products.
Provide instruction and conduct tours for patrons in the use of materials.
Maintain and build the University Library's access to spatial data, including openly accessible online datasets and commercial products.
Ensure that data collections are described using metadata and cataloging best practices.
Ensure that computer workstations, printers, and software are updated and in working order.
Increase curation of spatial data.
Provide leadership in increasing the amount and quality of GIS Data support.
Maintain effective outreach via appropriate social media services.
Perform other duties as assigned.

Knowledge, Skills and Abilities
Knowledge of: Geographic Information Systems (GIS), computers & peripherals, software programs, networks, online databases and the Internet, cartographic information resources, geospatial software, data standards, data resources, and data management practices.

Skill in: Writing correspondence, memos, reports, communicating with others, identifying patron requests and solutions, analyzing data, training others, program management development, marketing assessment and general organization.

Ability to: understand, interpret and retain complex technical materials, perform intermediate math, communicate clearly with others, participate in chat services.

Experience and Education
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills and abilities.

Other Requirements