



GIS Specialist

Exciting opportunity to work for a dynamic nonprofit conservation organization

Who we are: Greenbelt is Essex County's Land Trust. We're the most active conservation organization in the region. We protect land and help people get outside. ecga.org

The role: Greenbelt is seeking a full time GIS Specialist (Specialist) to join the Conservation Technology & Planning Division. The Specialist reports to the Division Director and supports all of Greenbelt's departments and core mission. Key to this position are strong geographic, analytical and technical computer skills; the successful applicant will have a passion for developing creative solutions to complex technical challenges. Strong communication skills and flexibility to work on changing priorities are also important to this role. This is an opportunity to work on a wide array of projects including:

- The GreenbeltGo Trails app
- Greenbelt's Land Conservation Prioritization project
- Development of data, apps, and a variety of map formats
- Open space and climate resiliency planning
- Greenbelt's custom database

Greenbelt seeks a diverse pool of candidates. In addition to being an Equal Opportunity Employer, we aim to create an inclusive, equitable workplace where everyone is valued.

Primary Duties and Responsibilities

- Utilize GIS desktop and online software (ArcGIS Pro/Desktop, ArcGIS Online) to create, manage, and analyze data and create maps, StoryMaps, dashboards, online webmaps, etc.
- Maintain, edit, analyze, collect and perform QA/QC on spatial and tabular data
- Research, organize, interpret, and use a variety of datasets on topics such as land use, climate change, demographics, and conservation
- Maintain and build scripts to be used in GIS, assist with efforts to automate processes
- Design and perform analyses using GIS and remote sensing data
- Maintain and assist with management of field data collection using ArcGIS Field Maps. Train and support staff use and process the data
- Write and update methodology and how-to documents to support efficient operations of GIS systems

- Write or assist with grant proposals
- Assist with maintaining complex custom Filemaker database
- Train employees and interns on ArcGIS software and online systems. Attend and represent the organization at various meetings, seminars, conferences and events and other activities as needed
- Perform special projects related to GIS, technology, and open space planning

Skills & Qualifications

- Proficient with ArcGIS Pro, Desktop, and ArcGIS Online
- Experience with programming languages (Python, JavaScript, HTML) & development within ESRI platforms, especially Arcpy and geoprocessing
- Experience working with remote sensing data
- Proficient with Microsoft Office and related software, ability to troubleshoot computer systems and software.
- Very detail oriented, self-directed but also successful in a collaborative environment. Ability to prioritize multiple tasks and projects with direction from supervisor
- Ability to conduct field work to assist with GPS data collection; this includes operating GPS units while hiking and accessing natural areas
- Effective writer for a variety of audiences
- Skilled communicator who can effectively interface with the public, colleagues, and students and who can speak to large groups
- 2-5 years hands on experience with GIS, one year of experience can be substituted with education
- Interest in land conservation, climate resilience, and/or environment is a plus

Position Details:

Full time (40 hours per week), with hybrid work option available. In person work is located at Greenbelt's headquarters in Essex, Massachusetts. Monday-Friday schedule, flexible daily hours, occasional weekend or evening events, office setting with limited field work. Onsite training and professional development opportunities available. Competitive salary will be based on qualifications. Salary range: \$50,000-\$65,000. Excellent health and retirement benefits

HOW TO APPLY:

Applications will be accepted until the position is filled. Interested candidates should submit a cover letter, resume, and 3 examples of completed work (maps, story maps, posters, reports, short writing samples, analysis projects, etc) as a single combined PDF (with links if relevant) to Abby Hardy-Moss at abby@ecga.org. No phone calls please.

Essex County Greenbelt is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.