

## Southeast Alaska Geospatial Library Coordinator



### Job Description

This position will manage the Southeast Alaska Geospatial Library, a repository of GIS, remote sensing, and biogeographical data for the greater geospatial community in the Southeast Alaska region. This project is a multi-agency partnership that includes the Geographic Information Network of Alaska (GINA) at the University of Alaska Southeast, the Alaska Department of Fish and Game, the U.S. Fish and Wildlife Service, the Tongass National Forest, and the Nature Conservancy.

#### *Specific Duties:*

##### I Coordination:

- Establish and maintain a framework for increasing participation in a multi-entity (governmental, university, and non-governmental organizations) spatial-data sharing effort across Southeast Alaska
- Development of mechanisms that will ensure data sharing relationships among the participating entities
- Advising Library partners on the design and utilization of spatial data for use in assessments
- Facilitating communication among Library partners on a regular basis, including meetings, conference calls, and email updates
- Pursuing funding mechanisms (e.g. collaborative grant writing, service contracts, workshops) to ensure the long-term sustainability of the GIS Library and the Library Coordinator position

##### II Technical

- Gathering, compiling, and disseminating spatial and biogeographic data in the Southeast Alaska region
- Establishing and maintaining spatial data standards, metadata, and procedures that will ensure consistency during data integration, and reduce redundancy among entities within Southeast Alaska
- Support day-to-day Library functions including: website maintenance; responding to requests for library data; incorporating new data into the library as available; and developing technical documentation for library data
- Providing technical support to spatial data users, including partnering agencies and the university community, on an ad-hoc basis and as part of formal training schedule

##### III Outreach

- Disseminating spatial/biogeographical data to the partnering agencies, the university community, and the general public
- Providing technical outreach and training to enable the use of Library spatial data, including online tutorials and workshops
- Maintaining electronic bulletin board and addressing comments-questions-concerns about regional spatial data posted by data users
- Preparing presentations about overall project data for workshops and other public meetings

### ***Job Information***

- Salary: ~\$24.05/hr or \$50,024/annum with a full university benefits package
- Term: **12-mos/yr**; annually renewable based on funding availability
- **Full time, 40** hrs per wk
- Desired Start Date: **March 15, 2009**
- Location: Coordinator will be on UAS's **Juneau**/Auke Bay campus in the Hendrickson Building
- Travel: Travel will be necessary within Southeast Alaska; as well as to conferences & workshops outside of Alaska

### ***Position Qualifications***

#### *Minimum:*

- B.S. in relevant fields (Geospatial Sciences, Remote Sensing, Geography, Cartography, Natural Resources, Biogeography, or related)
- Advanced experience with Geographic Information Systems, including geospatial data organization, geodatabase design and conversion, metadata creation and compliance, understanding of topology
- Software proficiency/familiarity: ESRI ArcGIS (ArcInfo), ArcIMS, ArcSDE, ERDAS Imagine, Microsoft Access, Microsoft Word, Microsoft Excel
- Webpage management experience
- Good presentation skills
- Experience working with agencies
- Capable of leading and co-leading GIS training events and workshops

#### *Preferred:*

- M.S. in relevant fields (Geospatial Sciences, Remote Sensing, Geography, Cartography, Natural Resources, Biogeography, or related)
- Direct experience with geospatial data distribution
- Experience with ArcGIS Server and Image Server
- Project administration experience, including supervising technical work and financial management
- Experience with grant writing, fund-raising, and development of interagency agreements
- Experience with open source GIS and web applications, including JOOMLA
- Web site creation and development proficiency
- GIS training, instruction, and workshop facilitation
- Additional technical skills: geodetic control, image processing, image rectification
- Experience with LiveMeeting

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### **For more information:**

A full position description and application information is available at [www.uakjobs.com](http://www.uakjobs.com). The position is currently open and will remain open until filled. For more information, contact: Sanjay Pyare, Professor of GIS / Biogeography, University of Alaska Southeast, 11120 Glacier Hwy, Juneau AK 99801, Phone: 907-796-6007, Email: [sanjay.pyare@uas.alaska.edu](mailto:sanjay.pyare@uas.alaska.edu)