



## **GIS Specialist & Regulations Associate**

Contract Term: Anticipated Start Date July 6th, 2020 to December 14th, 2020, Paternity Leave  
Position

Salary Range: \$20 - \$25/hour, 40 hours/week

### **Job Description**

The Crowe Valley Conservation Authority is seeking qualified applicants for a six-month paternity leave position. The ideal candidate will hold a diploma/degree in GIS, have experience working for a Conservation Authority (preferably in the GIS or Regulations Department), and enjoy complex problem-solving.

The position will work hand-in-hand with the CVCA Regulations and Compliance Department, providing technical support, detailed maps and gathering information to aid in the development application process. While the position will primarily focus on the CVCA mapping program and services, the individual will perform a variety of duties as required to actively support the administration of the Department. These assigned duties could include filing, tracking of applications, responding to public inquiries, taking telephone calls and various other clerical duties.

The applicant must be a self-directed learner, have excellent project management skills and enjoy collaborating in small teams.

### **Responsibilities May Include the Following:**

- Update, organize and migrate GIS data utilizing ESRI ArcMap and ArcGIS Online
- Explore the transition from corporate ArcGIS software to open-source mapping tools including both data migration and staff training
- Identify and delineate wetlands and erosion hazards using standard aerial interpretation methodology
- Update flood hazard mapping
- Develop and implement a public-facing map viewer
- Consider the applicability of the Wetland Identification Model (WIM) for predicting wetland locations using LiDar elevation Data

**Qualifications:**

- University or College degree/diploma in Geographic Information Systems
- Demonstrated GIS project management experience
- Current working knowledge of ArcMap and ArcGIS online
- Good communication skills (verbal & written) to communicate technical ideas and information
- Possess good judgment and effective solutions oriented decisions making abilities
- Able to work independently with minimum supervision
- Ability to propose new ideas and receive feedback in small group settings
- Valid Class G Driver's License

**Additional Assets:**

- Experience with land surveying
- Experience with the Conservation Authorities Act, Section 28 an asset
- Operating various equipment such as a GPS unit and rangefinder

CVCA is an equal opportunity employer. We embrace diversity and are committed to creating an inclusive workplace. Our goal is to attract, develop and retain highly talented employees from diverse backgrounds, allowing us to benefit from a wide variety of experiences and perspectives. In accordance with the Ontario Human Rights Code and Accessibility for Ontarians with Disabilities Act, 2005, any accommodation required will be provided at any point throughout the hiring process, provided the candidate makes their accommodation needs known to the Authority. Applications are welcome from all qualified persons.

While CVCA thanks all applicants for their interest, only those under consideration will be contacted for interviews. Please be advised successful incumbent(s) who are not presently permanent CVCA employees may be required to undergo a vulnerable sector and/or drivers abstract check.

Please e-mail, or mail your resume by noon, 24 June 2020 to:

**Tim Pidduck, General Manager**

Telephone: 613.472.3137

E-mail: [info@crowevalley.com](mailto:info@crowevalley.com)

Address: P.O. Box 416, 70 Hughes Lane, Marmora, Ontario K0K 2M0