

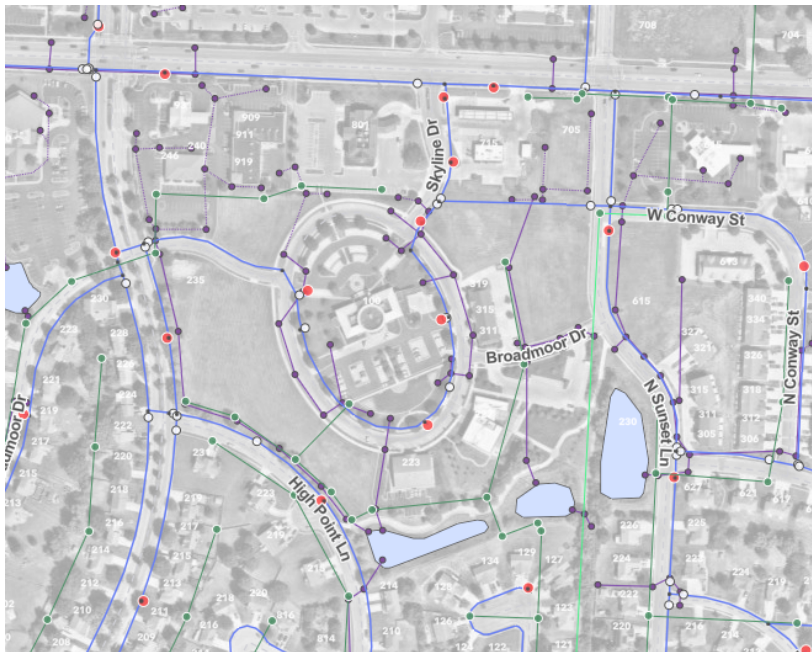
Now Hiring - GIS COORDINATOR

THE DEPARTMENT -

The mission of the Integrated Technology Systems Department is to provide innovative, contemporary, and accessible technology in computing. Integrated Technology Systems has the responsibility for implementing and maintaining computer hardware, software, network services, VoIP phone systems, client support, audio/video systems and the GIS blueprint that provides technical mapping and data analysis support to all related departments within the organization as it relates to spatial data collection, management, and analysis.

THE POSITION -

Looking for a place where your work contributes to the growth and success of one of the KC Region' s fastest growing



cities? **The GIS Coordinator** is responsible for maintaining and administering the geospatial operations of the City by providing technical, analytical, and applications support in multiple functional areas of the organization. The GIS Coordinator undertakes challenging technical tasks using ESRI, ArcGIS, AutoCAD and/or other interactive application software to enable the reliable delivery and operation of spatial data to support Planning and Zoning projects, Public Works, Engineering and Operations, Police Dispatching and EMS, and other functions as necessary.

The GIS Program includes four primary areas of focus, including Data Collection and Management, Application Development and Administration, Mapping and

Spatial Analysis, and Technical Assistance and Communication.

Data Collection and Management - Routine maintenance of datasets and documentation and improvements to existing datasets is critical to the success of the GIS Program. The GIS Coordinator maintains hundreds of unique datasets, including parcel coverage, zoning and land records, and notably the City's addressing and street naming policy, which is critical to the health and safety of the community.

Application Development and Administration - Web-based and interactive mapping is central to the functions of the GIS Program in proliferating data-usage to the various internal and external partners of the community, including building and programming new custom applications or improving functionality of existing software.

Mapping and Spatial Analysis - Creation of standard and specialty maps and figures is paramount to communicating geospatial data of the City. The GIS Division publishes hundreds of maps annually for use by the City and its internal and external customers.

Technical Assistance and Communication - GIS is a technical and multi-faceted program that interfaces with multiple departments and organizations internally and externally. The GIS Coordinator serves as a primary point of contact for the deployment and maintenance of various elements of the GIS Program, including systems and applications, data services, maps, and other presentation products, spatial analysis, and general support.

KEY ROLES & RESPONSIBILITIES -

The services in this program include those necessary for the development and maintenance of geospatial representations of various aspects of the City such as parcel data, zoning information, planning and development activity, public works and infrastructure, and other mapping-related projects and initiatives, including:

Data Collection and Management

- Develops and maintains geographic information system (GIS); creates, maintains, and updates data in GIS database; designs and edits geographical databases; creates and maintains edit controls on changes to data sets; identifies and traps errors and potential errors within datasets; configures servers, database connections and desktop applications.

GIS Coordinator

- Manages GIS data exchanges and acquisitions with the Cass County, MO GIS Department, Mid-America Regional Council (MARC), and other surrounding state and municipal organizations, and distributes information internally or externally as requested.
- Maintains geospatial database; collects data from field notes, maps, legal/court records, computer databases, property surveys, hardcopy materials, or other sources as needed; verifies and updates information; converts datasets from other formats; converts map data to digital format using GIS software; produces various reports and plans.

Application Development & Administration

- Develops and configures web-mapping applications for utilization by internal departments and external customers of the City, to support the consumption of commonly used GIS data layers, including, but not limited to; City Limits, Zoning, Subdivisions, Parcels, Addresses, Streets, Public Utilities, Incentive Districts, Ward Boundaries, and other planimetric data.
- Administers web server(s) used to publish maps; Manages all ESRI licenses, software, installs, and troubleshooting. Maintains City's ArcGIS Online account including managing users, credits, and online content for the public-facing Interactive Web Maps, Apps, and Hub Site.
- Oversees the addressing operations for the City of Raymore including assigning addresses and ensuring coordination with MARC Public Safety Staff in updating the Regional 9-1-1 database and map.
- Maintains, updates, and administers the City' s Addressing and Street Naming Policy as it relates to new growth and development activity

Mapping and Spatial Analysis

- Generates maps to be included in the Planning Commission, City Council, Board of Zoning Adjustment, or other board or commission agenda packets, and ensures maps are accurate, informative, and visually appealing, and in compliance with the City' s branding standards.
- Maintain and update relevant city-maps, including the City's Official Zoning Map, Neighborhood and Subdivision Map, Street and Right-of-Way Index Map, etc...



Technical Assistance and Communication

- Coordinates GIS aspects of departmental projects; manages geospatial data; designs and queries databases; conducts advanced GIS analysis and modeling; analyzes complex geographic data; conducts analysis of datasets and databases; produces digital statistics; compiles data and submits related reports.
- Consults with City Departments to design, develop, document, analyze, create, test and modify the integration of GIS components into third-party departmental software and software applications such as NearMap, Pubworks, etc...

QUALIFICATIONS -

- Bachelor's degree in Geographical Information Systems, Information Technology, Computer Science, or closely related field from an accredited college or university
- Five (5) years previous experience and/or training involving geographical information system operations, database design and maintenance, or related field; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.
- Strong, demonstrated working knowledge of all modules of ESRI's ArcGIS software including experience with **ArcGIS Server, SDE, ArcMap, ArcPro** and **other ArcGIS extensions**, and familiarity with **SQL 2022**
- Demonstrated ability to read and interpret standard plats and records of surveys, engineering drawings, improvement plans, and related documentation.
- Familiarity with database management and data integration techniques.
- Knowledge of scripting languages (e.g., Python) for automation is a plus.

SALARY AND BENEFITS

The City of Raymore is a great place to work, not to mention the excellent benefits. The City provides a competitive and comprehensive benefits package to support employees through the important events in their life and career, to enhance their life outside of work, and to help them plan for the future ahead. The City participates in LAGERS, Missouri Local Government Employees Retirement System.

- Competitive starting salary
- Hiring incentive of **\$2,500 after 6 months** of successful employment performance, and **\$2,500 incentive after 1 year** of successful employment performance
- Retention incentive every five years
- Tuition Reimbursement
- Support and investment into professional development and training
- Excellent retirement benefits, including 100% paid LAGERS L6 retirement