GIS LEAD
NOW HIRING

CITY OF PALM COAST CAREER
OPPORTUNITY

The City

One of Florida's newest cities (incorporated 1999), Palm Coast is a Florida paradise – situated on 70 miles of saltwater and freshwater canals and the Intracoastal Waterway and just minutes from pristine Atlantic Ocean beaches. Vibrant lifestyle and the natural environment go hand-in-hand here. The City offers a dozen beautiful parks, 125+ miles of connecting trails and paths for walking/bicycling, abundant fishing and boating, a year-round Running Series, and world-class tennis and golf. Lined with historic oaks, towering pines and indigenous vegetation, Palm Coast's parks and trails showcase the splendid elegance of the native Florida landscape. Bird-watching is popular at St. Joe Walkway and Linear Park, which are designated as Great Florida Birding & Wildlife Trails, and visitors can spot dolphins and seabirds as they stroll along the Intracoastal at Waterfront Park. The City currently has an estimated population of 85,000.

The Position

Reporting to the Director of Information Technology, the GIS Lead is entrusted to lead a team of GIS specialists in furthering the use and adoption of GIS technologies throughout the organization. They are responsible for understanding and working with the technical aspects of ESRI products such as databases, JavaScript frameworks, and environment configuration.

As the leader for the GIS Division of the Information Technology Department, they are responsible for assisting in in project prioritization and coordination among the GIS staff.

Key Duties and Responsibilities

- Administration of the organization-wide GIS environment.
- Performs GIS needs assessment analysis, identifies GIS needs, and prioritizes these needs in accordance with the City's core beliefs and long term goals.
- Executes GIS customer outreach initiatives, to city personnel as well as our citizens.
- Provides project implementation and management, from conception to completion of each GIS initiative.
- Develop GIS end-user delivery solutions, including workstation-based, web-based, mobile applications, etc.
- Manager of a team of skilled GIS Specialists and provides direction to the GIS division.
- Recommend and provide guidance and goals to GIS staff in professional development training pathways.
- Identifies and develops department level power users of GIS. These users will be tasked to maintain GIS data within their departments. Provide both in-house training and training pathways, for their development.
- Oversees and provides technical guidance regarding activity associated with implementation, operation, and enhancement of the GIS program.
- Identifies processes that can be automated, and develops the automation.
- Coordinates and monitors contracts with GIS hardware, software, data conversion, and other providers of GIS products and services.
- Establishes procedures to eliminate redundant processes, determine appropriate levels of accuracy, the vertical integration of layers and the integration of more accurate data with existing databases.
- Provides oversight on activities associated with implementing, operating, and enhancing the GIS databases.
- Conducts research and development of new GIS related products and procedures

Minimum Qualifications
- Bachelor's Degree with major course work in Geographic Information Systems or Geographic Information Science; supplemented by six (6) years progressively responsible experience in GIS applications and analysis using ESRI's complete suite of GIS software products and related tools; or an equivalent combination of education, training and experience.
- Two (2) years' experience leading a GIS team or working as a GIS coordinator.
- Must possess and maintain a valid Florida Driver's License.

Desired Experience
- GISP Certification
- Experience creating Applications utilizing ESRI's JavaScript framework.
- Experience administering ArcGIS Server
- Experience administering ArcGIS Online Servers and Portals
- Experience administering an ESRI EA (Enterprise Agreement) Licensing
- Experience working with Image Server and GeoEvents Server
- Knowledge of the principles, practices and methods of GIS database development, management and maintenance, including performance tuning SQL for GIS databases.
- Ability to utilize personal computers, standard office equipment and standard software applications, e.g., word processors, database software, spreadsheet applications.
- Ability to establish and maintain effective working relationships with employees, division and department heads, public/ private sector contacts, and City administration.
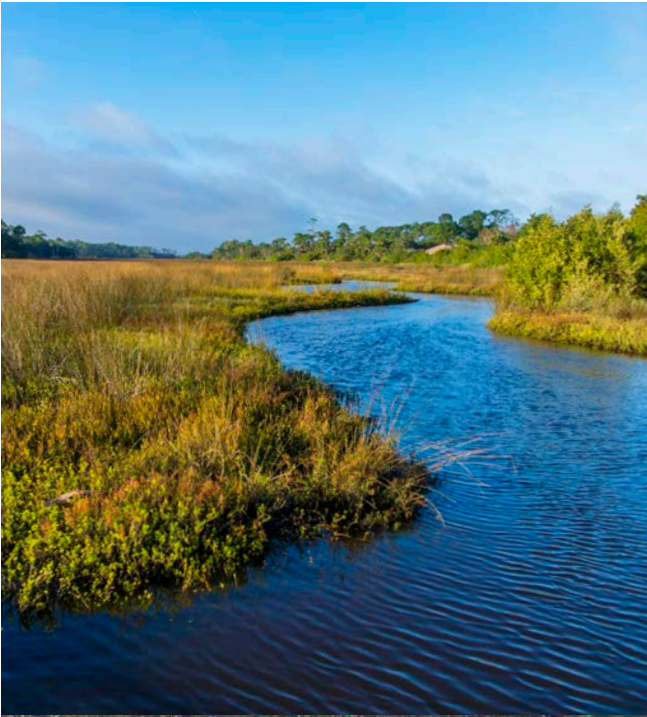- Experience working within a project management methodology

The Ideal Candidate

Would you like to work for an organization that seeks to be forward thinking and innovative with its use of technology? Do you find satisfaction in improving processes and solving problems through the display and analysis of spatial data? Does collaboration in a team environment fuel your passion? You may be the leader we're looking for.

The ideal candidate for this position is passionate about the use and expansion of GIS technologies.

The candidate should be well acquainted with the technical aspects of GIS (databases, map creation utelizing JavaScript) and knowledgable of how to configure and fine tune GIS environments. A well established understanding of ArcGIS and ESRI products is foundational.

The ability to find creative solutions to problems, communicate technical ideas to non-technical people, and to motivate through a positive attitude are also highly desired.

Compensation and Benefits

Starting salary range is $53,082 - $60,175. The full salary range is $53,082 – $81,455. The starting salary will depend on qualifications and experience. Benefits are excellent. The City offers a retirement plan where the City contributes 10% of the salary towards a 401(a) plan. In addition, the City offers an additional match up to 2% with employee contribution towards a 457 plan. For more information, about the City's benefits, such as health/dental insurance, vacation and sick leave, and other insurance plans, please contact Human Resources at human_resources@palmcoastgov.com or (386) 986-3718.

How to Apply

Apply online through the City's website at www.palmcoastgov.com/employment/openings. Questions should be directed to Human Resources at human_resources@palmcoastgov.com or (386) 986-3718.

Confidentiality

Under the Florida Public Records Act, all applicants are subject to disclosure upon receipt. References are checked after the interview and selection process is completed.

The Process

Applications will be accepted until the position is filled. The City intends to conduct a comprehensive recruitment and selection process to ensure that not only a qualified candidate is selected, but also one who will complement the City's organizational culture.

Other Important Information

The City of Palm Coast is an Equal Opportunity Employer and encourages women, minorities, and veterans to apply. A veteran's preference will be awarded per Florida law.