



GIS (GEOGRAPHIC INFORMATION SYSTEMS) ANALYST **\$25 per hour Contractual**



The Baltimore City Department of Planning (DoP) is entrusted with the mission to build Baltimore as a diverse, sustainable and thriving city of neighborhoods and as the economic and cultural driver for the region. This mission is directed at achieving one overarching goal: to make Baltimore the most livable, vibrant, sustainable and attractive city it can be, now and in the future. The Department is seeking a detail-oriented, skilled expert to fill our GIS Analyst position. This position will support the Research and Planning Division with mapping, data analysis and research or project activities. Please send a resume and cover letter. Analyst will be expected to work 30-35 hours per week for a period of ten (10) months and be reimbursed at a rate of \$25.00 per hour.

ESSENTIAL RESPONSIBILITIES

- Support the City's contribution to the Baltimore Metropolitan Council Regional Population Forecasting Group through GIS mapping and/or data analysis producing short, medium and long term population, employment and transportation forecasts for the City and surrounding jurisdiction.
- Conduct analysis of Census data for population, employment and other socio-economic trends across the City.
- Assist the Division of Research and Strategic Planning (RSP) in providing support to Department initiatives, such as INSPIRE, Green Network Plan, Park Heights Redevelopment or many others. This includes research, spatial analysis, and generation of maps and reports.
- Support other activities including, but not limited to, responding to map and data requests from Elected Officials, Mayor's Office, Planning staff or other agencies, and members of the public; assisting in development of RSP data resources; conducting best practice research and supporting primary data research.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Expertise with ArcGIS Desktop, ArcGIS Online, and Microsoft Office. Knowledge of other data analytics software or database technology is desired
- Ability to produce high-quality GIS maps and other products for public or internal meetings.
- Strong quantitative skills and an understanding of statistical methods.
- Familiarity with City, State, Federal data sources including the U.S. Census data.
- Ability to communicate effectively with a diverse, wide-range of stakeholders, both orally and in writing, using both technical and non-technical language.
- Ability to work independently and be proactive in identifying opportunities and issues, as well as take direction and work collaboratively with others.
- Ability to work with a diversity of people, including staff, state and federal agency personnel, developers, non-profit groups, stakeholder organizations and the general public.
- Ability to multi-task and prioritize work activities.

MINIMUM EDUCATION AND EXPERIENCE

- Bachelor's degree from an accredited college or university in Geography, GIS or related field

HOW TO APPLY

Qualified individuals must email a cover letter and a resume specifically addressing qualifications relevant to this position to planningjob@baltimorecity.gov. Please specify "GIS Analyst" in the subject line of your email.

Contact:

Nordia Malcolm
Baltimore City Department of Planning
nordia.malcolm@baltimorecity.gov
410-396-2998 (t)

CLOSING DATE: TBD

CONDITION OF EMPLOYMENT: Finalists must successfully pass drug and alcohol screening, a criminal background investigation, and education verification.

This is a contractual position.

**NON-CLASSIFIED POSITION
AN EQUAL OPPORTUNITY EMPLOYER**