

Department: Agriculture and Resource Development

Branch: Water

Section: Watershed Districts and Programs

Job Title: Watershed GIS Assistant

Location: Brandon or Winnipeg, Manitoba

Hourly Rate: \$14.30

Works Hours: Part-time (16 hours per week). These hours can be arranged based on student schedule providing they are between the hours of 8am and 5pm.

Period: October 2021 to April 2022. Employment to begin the week of October 18th (Open to discussion)

Application Deadline: October 10th, 2021

JOB DESCRIPTION:

The successful candidate will work closely with Watershed Districts and Programs staff to provide GIS and other support related to watershed management planning and project management.

RESPONSIBILITIES AND DUTIES:

The position is primarily office-based work and will include, but is not limited to, the following:

- The development of an infrastructure geodatabase, including compilation and organization of spatial data.
- Development of project and map templates related to water management programs.
- Assistance with the development of online communication materials (ArcGIS Online) to support Integrated Watershed Management Planning.
- Creation of large format maps for staff and watershed districts.
- Organization and creation of spatial data and maps related to watershed management planning.

QUALIFICATIONS:

- Must be a returning post-secondary student with coursework and interest in GIS.
- Must be registered with STEP services (<https://www.gov.mb.ca/cyo/studentjobs/>)
- Must be reliable, organized and self-motivated.
- Must be able to work independently and under minimal supervision.
- Must possess strong computer skills with experience using Microsoft Office and ESRI ArcGIS.
- Must be legally able to work in Canada.

TO APPLY:

Please forward resume to Lacy Kontzie, Watershed Planner at lacy.kontzie@gov.mb.ca by October 10th, 2021.

We thank all applicants; however, will be contact only those selected for further consideration.