**Program Aide 2-- Student** **ArcGIS Mapping Specialist**

Job Summary:

The ArcGIS Mapping Specialist will be responsible for designing, developing, and maintaining complex maps and GIS datasets for The Racial Covenants Research Project. The project was created by the Washington State legislature (HB 1335) to locate and map racial covenants and to inform homeowners of methods of discharging them. Racial covenant restrictions were written into property documents in the mid-twentieth century and determined who could purchase or live in homes based on race. Though deemed unconstitutional by the Supreme Court in 1948, thousands of these racial covenants remain on property records to this day. The successful candidate will work collaboratively with project teams to produce maps that meet the project requirements and adhere to company standards. They may also provide technical support and/or training to other team members and stakeholders, as necessary.

Program Aide 2—Student ArcGIS Mapping Specialist, working under general supervision, will be responsible for the following job duties:

• Design, develop and maintain GIS datasets, maps, and associated data in ArcGIS Desktop and ArcGIS Online.

* Provide GIS analysis, mapping, and geospatial data support for project teams.

• Collaborate with project teams to ensure that GIS data and maps meet project requirements and adhere to company standards.

• Provide technical support and training on GIS tools and workflows to other team members and stakeholders, as necessary.

* Ensure data quality and accuracy of GIS data, including data acquisition, data management, and data analysis.

• Work with clients and stakeholders to understand their requirements and provide GIS solutions that meet their needs.

• Stay up to date with the latest developments in GIS technology and provide recommendations on how to apply them to improve workflows and project outcomes.

This position will report tothe History Department (School of History, Anthropology and Languages) and the Senior Staff of Racial Covenants Research, Logan Camporeale, Dr. Tara Kelly and Dr. Larry Cebula.

This position will work up to 19 hours per week during academic terms and will include work *insert days and times (e.g. Monday through Friday between 8 and 5 or on weekends or evenings).*

Required Qualifications:

* Applicants must have strong analytical and problem-solving skills.
* Applicants must have good computer skills with the ability to type or keyboard, perform data entry, and prepare documents.
* Applicants must be able to file documents both physically and electronically.
* Applicants must be reliable, responsive, willing to take direction and follow guidance.
* Applicants must have a professional demeanor and the ability to effectively communicate with a diverse population in person or via phone.
* Applicants must be detail oriented and able to enter data and prepare documents with accuracy.
* Applicant must be able to work with others at all levels, have a professional demeanor, excellent interpersonal skills, strong oral and written communication skills, and emotional intelligence.
* Applicant must be able to manage conflict, collaborate and work effectively both independently and as a member of a team.
* Ability to manage multiple projects simultaneously, prioritize tasks, and meet deadlines.

Preferred Qualifications:

• Experience with spatial analysis, data visualization, and map production.

• 1+ years experience with ArcGIS Desktop, ArcGIS Online, and related tools and extensions.

• Experience with Python scripting and automation.

• Experience with SQL and database management.

• Knowledge of web mapping technologies, such as ArcGIS Server and JavaScript.

• Experience with mobile data collection and field mapping.

Student employees are subject to EWU’s employment Policies and Procedures and the EWU Student Code of Conduct. As a student employee, you are expected to adhere to both. Please be advised that violations of the EWU Student Code of Conduct may affect your employment on campus, even if the conduct occurs beyond the scope of your job responsibilities.

All new employees must comply with EWU immunization Policy 602-02 and provide proof of immunity or vaccination to MMR and proof they are fully vaccinated against COVID-19 before beginning work at EWU. Waivers for the immunization requirements are available for medical or sincerely held religious beliefs.

 This position, during the course of university employment will be involved in the receipt of, or accountability for, university funds or other items of value; as well as the unsupervised access with the developmentally disabled, vulnerable adults or children under the age of 16. The offer of employment is contingent upon successful completion and passing of a background check prior to beginning employment.

Salary Range B $17.24