To apply, contact Zach Proux (zach@scrwa.org, (c) 847-769-7747)

Title: GIS Program Manager

Company: South Carolina Rural Water Association

Hiring: May - June 2020

Schedule: Full-time 40 hours/week – determine your own hours

COMPENSATION

Salary: $35,000 - $45,000 commensurate with experience (not including travel reimbursement)

Travel Expense Reimbursement: $0.57/mile driven, cost of lodging and meals in accordance with SCDHEC guidelines

Benefits: Paid vacation after 6-months, 100% paid premiums for health, vision and dental insurance, 5% 401K matching, observance of federal holidays, accrual of paid sick leave, annual bonus

QUALIFICATIONS

I. Strong understanding of GIS theory and how to apply it – specifically, experience with GPS data creation, producing maps, and sharing GIS data using ArcGIS Online. Limited on the job training is available, but the ideal candidate will already be comfortable using this technology. A college degree relating to GIS is preferred, but any applicant with enough GIS knowledge will be considered equally.

II. Applicant must have a reliable vehicle and be willing to drive 20,000 - 30,000+ miles per year. Travel expenses are reimbursed at the federal rate of $0.57/mile – depending on the vehicle you drive this rate accounts for gas, maintenance, and depreciation of your vehicle.

III. Applicant must be a self-starter. There is minimal supervision of this position. The successful applicant will be evaluated primarily on how well they manage the job responsibilities listed below. You may only see your coworkers twice or three times a month – the rest of the time you are on your own, traveling as necessary and scheduling your own work hours. We are looking for a mature candidate capable of holding themselves accountable.

IV. Applicant must be personable and professional. As the sole representative of the GIS program, the successful applicant must meet with system managers/water operators and effectively communicate the benefits of utilizing GIS. Applicant must be capable of adapting to many different personalities and modes of business while remaining focused on the task(s) at hand.

V. Ideal applicant will plan to stay with SCRWA for at least two years. This position provides competitive compensation, a high degree of autonomy, benefits, paid vacation, and observance of federal holidays – in return, SCRWA asks that candidates be upfront about how long they plan on staying. Exceptions can be made so don’t let this requirement deter you from applying, but preference will be given to candidates willing to make a long-term commitment.
JOB RESPONSIBILITIES

I. Manage and operate SCRWA’s fee-based and state funded GIS programs

This is a one-person program, meaning you will be solely responsible for marketing, sales, drafting contracts, project management, data collection, data processing, producing deliverables and communicating with stakeholders (local water operators/managers and DHEC employees mostly) during projects.

II. Facilitate the development of SCWARN – a statewide Water/Wastewater Agency Response Network

SCRWA is currently leading an initiative to build a statewide emergency response network for drinking water and wastewater systems. Applicant will provide support to SCRWA’s executive director as necessary.

III. Assist as necessary at annual SCRWA conferences

SCRWA hosts multiple conferences for its members and vendors each year. Applicant must be available to assist as necessary at conferences throughout the state.