**SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS**
**5 Connecticut Avenue, Norwich, Connecticut 06360**
**(860) 889-2324 office@seccog.org**
**www.seccog.org**

# GIS/Technology Specialist

The Southeastern Connecticut Council of Governments (SCCOG) seeks a highly motivated and creative individual to join its team. SCCOG is a government agency serving a region of 280,000 residents and 22 cities, towns, and boroughs in southeastern Connecticut, a dynamic coastal region of New England. This is a full-time (35 hr.), in-person position based in Norwich, CT.

## About the Position

The GIS/Technology Specialist will provide support for all SCCOG program areas as needed, and will provide guidance and support to SCCOG staff carrying out projects. Responsibilities shall include but not be limited to:

- Manage agency's overall data architecture including software and user administration.
- Provide guidance to staff in developing project methodologies and assist as needed.
- Develop static maps and interactive map/data dashboards as needed.
- Conduct analysis of geographic information.
- Work with state and local partners, including technology firms, to improve the quality of local parcel/CAMA data.
- Maintain SCCOG's online viewers (regional parcel viewer, transportation project database, and other online databases to be developed), including the collection and management of data.
- Develop geographic data and maps for member municipalities as needed.
- Act as primary liaison to SCCOG's external IT support consultant, and provide a limited amount of in-house IT support to fellow staff as needed.

## Desired Skills/Qualities

- High-level proficiency with designing and carrying out projects utilizing ArcGIS PRO and ArcGIS Online.
- Enthusiasm for adoption of new technologies.
- Willingness and ability to self-learn systems and train staff on the use of new technologies and databases, such as crash data and transit service analysis tools.

- Collaborative attitude.
- Attention to detail.
- Excellent communication skills including the ability to prepare technical written reports and tailor deliverables to an intended audience.

**Preferred Qualifications**

- Bachelor's degree or equivalent experience in GIS, Urban Planning, Geography, Computer Science, or a related field.
- 2+ years' experience working with GIS in a planning or environmental science context.
- Experience with project management, including the procurement and supervision of consultants.
- Proficiency in Microsoft Office 365 environment, including Excel.
- Proficiency in using and writing code in Python and other languages used in GIS.
- Experience in a range of other software used in preparing maps such as QGIS, plug-ins and add-ons for ArcGIS and QGIS, and graphics programs.

All SCCOG employees are expected to work effectively with people from diverse backgrounds in support of an inclusive and respectful environment. AICP certification is desirable. Applicants must have and maintain a valid Driver's License.

**Salary and Benefits**

SCCOG offers a competitive benefits package including health insurance, a pension plan and optional 457(b) retirement plan, life insurance, long-term disability insurance, sick/vacation leave accrual, reimbursement of APA/AICP dues, and compensatory time for attendance at night meetings. Staff may be approved for remote work not exceeding one day per week.

Salary Range: $49,000- $108,00 depending on education and experience:

~~Planner~~ I: $49,000-$69,000 (bachelor's degree)

~~Planner~~ II: $62,000-$87,000 (+3 years experience or master's + 1)

~~Planner~~ III: $77,000-$108,000 (+6 years experience or master's +4)

**Application Process**

Email or mail cover letter and resumé to:

Amanda E. Kennedy, AICP, Executive Director
Southeastern Connecticut Council of Governments
5 Connecticut Avenue, Norwich, CT 06360
office@seccog.org

Closing date: November 7, 2024 or until filled.

Applications lacking cover letters will not be considered.

**About the Southeastern Connecticut Council of Governments**

SCCOG is a regional agency serving 22 member municipalities in southeastern Connecticut, a dynamic region of 280,000 residents known for its diverse assets including Mystic and the southeastern Connecticut shoreline, entertainment/casino destinations, and opportunities for urban, suburban, and rural living. The region is critically important to Connecticut's economy for its tourism, defense, and defense manufacturing, and is New England's hub for the growing offshore wind industry. The region is conveniently located within fifty miles of Hartford, New Haven, and Providence and enjoys highway and rail connections to nearby Boston and New York City.

SCCOG's Board of Directors includes mayors, first selectman, and town/city managers from its member municipalities. SCCOG also counts as affiliate members Connecticut's two federally recognized Native American Tribes and works closely with the region's two military installations, the United States Naval Submarine Base and the United States Coast Guard Academy. SCCOG is designated as a Metropolitan Planning Organization and a Transportation Management Area for transportation planning purposes.

Primary focus areas of SCCOG are regional planning, which includes producing studies and plans that affect the responsible development of the region; transportation planning and prioritization of State and Federal transportation funding; and municipal services, which include staffing assistance to local land use commissions and coordinating inter-municipal cooperation. SCCOG staff have the opportunity to engage in multiple subject areas including land use regulation, economic development, natural resource conservation, transportation, housing, human services, sustainability and resilience, renewable energy, and emergency management.

*An Affirmative Action/Equal Opportunity Employer*