

# The Nature Conservancy

## POSITION PROFILE

### GIS Assistant

The Nature Conservancy is the leading conservation organization working to make a positive impact around the world in more than 70 countries, all 50 United States, and your backyard. Founded in 1951, the mission of The Nature Conservancy is to conserve the lands and waters on which all life depends. We are committed to a globally diverse and culturally competent workforce. Visit [www.nature.org/aboutus](http://www.nature.org/aboutus) to learn more.

**Become a force for nature and a healthy planet by joining the Pennsylvania team. The GIS Assistant will help the Pennsylvania Conservation Lands program to develop and maintain Geographic Information System (GIS) databases and to produce maps related to land protection, property management, and habitat restoration.**

We are looking for an energetic and motivated person who can ensure the integrity of data collection and management, can communicate effectively with a diverse group of people (including project managers, stewardship staff, scientists, and others), and can produce and manage maps and spatial and tabular data.

The ideal candidate will have a background and track record that includes:

Minimum Qualifications	Preferred Qualifications
<ul style="list-style-type: none"><li>• High school diploma or GED and 6 months of related experience</li><li>• Must be proficient in Esri ArcGIS Desktop 10.x, or ArcGIS Pro</li><li>• Experience with Microsoft Word, Excel, Access and web browsers.</li></ul>	<ul style="list-style-type: none"><li>• Multi-lingual skills and multi-cultural or cross-cultural experience appreciated.</li><li>• Working towards or recently completed a GIS, Geography, Biology, or Natural Resources degree, or certificate.</li><li>• Ability to manage and prioritize tasks from multiple sources and to perform duties with attention to detail.</li><li>• Database management skills including populating and editing spatial and tabular datasets.</li><li>• Experience producing maps and/or reports from databases.</li><li>• Knowledge of Pennsylvania geography.</li></ul>

The Nature Conservancy has protected more than 119 million acres of land and 5,000 miles of rivers worldwide. With the support of more than one million members, the Conservancy addresses the most pressing threats to our natural world. Through strategic partnerships, we are expanding the impact of our work, finding creative ways to fund a global vision, and building long-term relationships with communities, government agencies and commercial businesses to conserve natural resources at a new scale.

If you have a personal passion for conserving the natural world with a belief in the mission and values of The Nature Conservancy, then please visit <http://www.nature.org/careers> to learn more. Submit your cover letter and resume for position number 47429 by 11:59 pm ET on **February 16<sup>th</sup>, 2020**. Please note that the position will be located at our Harrisburg, Pennsylvania office.

***The Nature Conservancy is an Equal Opportunity Employer.***

***Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of people of all genders, diverse backgrounds, beliefs and culture. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority, and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientation, gender identity, military, protected veteran status or other status protected by law.***