



GIS TECHNICIAN INTERN

Type of Recruitment	Casual Seasonal (Summer Intern)
Pay	\$17/Hour
Agency	DNREC/Division of Water/Resource Protection Section
Employment Term	Full-Time / 12 Weeks
Location(s)	The intern will work at least three days per week at the office, located in the Richardson and Robbins Building, 89 Kings Highway, Dover, DE 19901. Additional workdays may be in the field, or may be telework.

Introduction

The [Delaware Department of Natural Resources and Environmental Control](http://dnrec.delaware.gov) protects and manages the state's natural resources, protects public health, provides outdoor recreational opportunities and educates Delawareans about the environment. For more information, visit the website at dnrec.delaware.gov and connect with @DelawareDNREC on [Facebook](#), [Instagram](#), X (formerly known as [Twitter](#)) or [LinkedIn](#).

Summary Statement:

The candidate selected for this opportunity will work alongside an experienced DNREC GIS Specialist and learn how to interact in a professional office setting as well as gaining real-world hands-on experience that relates to the application of sound Geospatial Principles and Analysis, while utilizing databases, applications, and ESRI Geographic Information Systems (GIS). The individual selected for this position will provide computer support as well as GIS database development and maintenance that support the research, data collecting, and permitting needs of the Division. The ideal candidate should demonstrate proficiency with industry standard GIS software applications, GIS database formats, as well as a broad understanding of geospatial analytical tools and procedures.



Key Responsibilities:

- Collect, create, maintain, and analyze geospatial data in support of Resource Protection Section mission and objections.
- Georeference legacy maps and project plans, as well as data entry into a geodatabase.
- Update spatial databases in cooperation with interagency partners.
- Develop maps, figures, and mobile field collection tools in support of Division staff.
- May collect data in the field using GPS equipment.

Job Requirements:

Please attach a resume with your online application. Include a cover letter detailing your interest in the internship and how it aligns with your career goals.

Applicants must have education, training and/or experience demonstrating competence in each of the following areas:

- **Educational Background:** Currently enrolled in or a recent graduate of an associates, bachelor's, or master's degree program in GIS, Geography, Environmental Science, and/or related field.
- **Skills and Experience:**
 - Experience with ESRI Products including ArcMap, ArcPro, ArcGIS Online, and ESRI field collection Apps.
 - Proficiency with word processing, spreadsheets, and GIS software. Familiarity with database software such as Excel, Access, Power BI, and statistical tools.
 - Ability to create data rich maps and graphs using GIS software and related equipment.
 - Demonstrate ability to analyze and create spatial data for geographic statistics to incorporate into documents and reports.
 - Strong organizational skills, project management, team participation as well as the initiative and ability to work independently.
 - Strong communication skills, both verbal and written, and an ability to collaborate with state and government agencies, academia, non-profit sector and private landowners.



Additional Posting Information:

The State of Delaware recognizes the value of telework and flexible working schedules. This position is eligible for Telework and Alternative Work Schedules according to the State of Delaware's Alternative Work Arrangement Policy. More information will be shared at the time of interview.

This position will have statewide responsibilities which requires travel throughout the State. The State of Delaware provides transportation services to State agencies.

Schedule:

- 12 weeks of full-time employment with start date in mid-May and end date in August.
- The position will not exceed 37.5 hours per week.
- The position requires work occasional evenings and weekends to support some events and projects.
- The intern must be able to manage multiple projects at once in a fast-paced, deadline-driven environment.
- The intern will work at least three days per week at the office, located in the Richardson and Robbins Building, 89 Kings Highway, Dover, DE 19901. Additional hours will be in the field or on location, or may be telework.
- Casual/Seasonal Employees are not eligible for state plan benefits.

Condition of Hire:

Applicants must be legally authorized to work in the United States. DNREC does not provide sponsorship for holders of H-1 B Visas.

Applicants must be legally authorized to work in the United States. The State of Delaware Executive Branch participates in the Federal E-Verify system where the State will provide the federal government with each new hires Form I-9 information to confirm that you are authorized to work in the U.S. For more information refer to our job seeker resources.

As a condition of hire you must possess a valid driver's license (not suspended, revoked or canceled, or disqualified from driving).



Selection Process:

The application and supplemental questionnaire are evaluated based upon a rating of your education, training and experience as they relate to the job requirements of the position. It is essential that you provide complete and accurate information on your application and the supplemental questionnaire to include dates of employment, job title and job duties. For education and training, list name of educational provider, training course titles and summary of course content. Narrative information supplied in response to the questions must be supported by the information supplied on the application including your employment, education and training history as it relates to the job requirements.

Once you have submitted your application, all future correspondence related to your application will be sent via email. Please keep your contact information current.

Accommodations:

Accommodations are available for applicants with disabilities in all phases of the application and employment process. To request an auxiliary aid or service, call 302-739-5458. TDD users should call the Delaware Relay Service Number 800-232-5460 for assistance.

The State of Delaware is an Equal Opportunity employer and values a diverse workforce. We strongly encourage and seek out a workforce representative of Delaware including race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression.