



**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS  
invites applications for the position of:**

## **GIS Intern**

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### **THE POSITION:**

Under general supervision, the position will perform a variety of administrative and technical duties in support of Research & Analysis Department of Land Use and Environmental Planning Division. This position will primarily assist in providing GIS services to local jurisdictions, performing GIS mapping and geoprocessing, and conducting research and data analysis.

### **REPRESENTATIVE DUTIES:**

- Assist in preparing documentation, reports and maps for various programs and projects
- Assist in developing, updating, and maintaining SCAG GIS database including general plan, specific plan, zoning, existing land use, environmental/resource areas, etc.
- Assist in the fulfillment of data/information requests from SCAG internal staff, SCAG member agencies, other public agencies and the general public
- Engage in research activities related to regional/urban planning
- Assist in providing technical GIS services to local jurisdictions

### **IDEAL CANDIDATE QUALITIES:**

- Intermediate or advanced GIS skills: ArcGIS 10 & above, strong geoprocessing capabilities, strong GIS cartographic design skills
- Knowledge of GIS concepts and principles, urban planning theories and principles, local general plan, specific plan and zoning planning process, demographics and economics, planning analysis and research methods
- Familiarity with demographic, economic, land use and environmental datasets
- Excellent Microsoft Office (Word, Excel, etc.)
- Strong communication and good customer service skills

**SALARY:** \$15.00 - \$18.00 Hourly (total 500 hours; extendable for additional 499 hours depending on performance and budget; a maximum of **29** hours a week)

### **EDUCATION:**

College or graduate student enrolled in an accredited college or university with major course work in urban planning, urban design, GIS, geography, civil engineering, computer science or a related field, or who has graduated within the previous 12 months

### **BENEFITS:**

Transportation Incentive Program: SCAG pays up to \$230.00 towards monthly bus pass, vanpool, or Metrolink.

**(RESUME AND COVER LETTER MAY BE SENT TO TOM MINH VO, [vo@scag.ca.gov](mailto:vo@scag.ca.gov).)**