

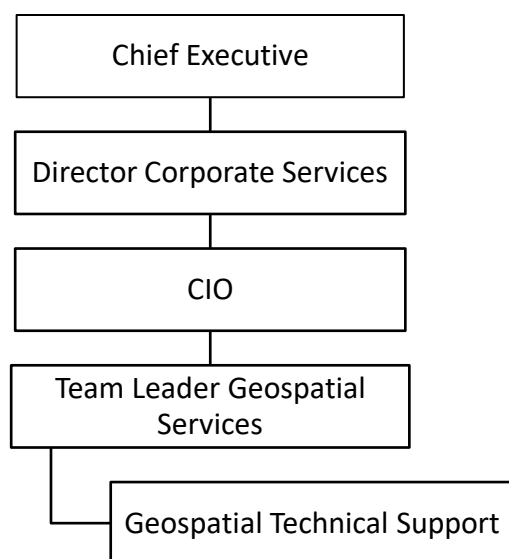
## Geospatial Technical Support



### Purpose / Te Arotahi Matua

To support the development and maintenance of the Environment Canterbury Mapping Geographical Information Systems (GIS) and other related geospatial applications in accordance with Environment Canterbury Mapping business requirements.

### Position / Nohoanga



### Accountabilities / Ngā Kawenga Takohanga

1. Undertake configuration and technical work for the maintenance of desktop, mobile and web based GIS applications for the Environment Canterbury Mapping platform in order to ensure the platform has the latest technology in place and has relevant functionality for its user base.
2. Work with customers to understand their needs, defining user requirements, providing advice on best options to meet user needs, developing technical solutions, testing and refining and ensuring system interface capability.
3. Undertake technical maintenance and upkeep of the Environment Canterbury Mapping platform including GIS database's, web apps, mobile apps, web maps, web services, integration and externally or internally supplied datasets, so the users have the most up to date data available.
4. Provide GIS and geospatial training to Environment Canterbury Mapping partners' and staff, to ensure that all managers and employees can re-use the platform within their business.
5. Assist in running, and provide technical input to, the Geospatial Environment Canterbury Mapping platform and it's technical user groups.
6. Provide technical support and capability for Environment Canterbury Mapping platform users and the wider community.

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CE	
Employee	

## Working Relationships / Ngā Hononga Matua

### Within the organisation / Ki rō Kaunihera

- Liaise closely with the Geospatial Technical Leads on the current and future work plan, executing tasks with the leads guidance.
- Liaise with staff at all levels within the organisation within utilising location information on GIS and other geospatial development issues to help users manage data, use products to their full capability and provide varied technical support.

### Outside the organisation / Ki waho Kaunihera

- Contribute toward our effective, strong and valued relationship with all Papatipu Rūnanga within the Canterbury rohe and Te Rūnanga o Ngāi Tahu. To demonstrate our council's commitment to recognise and provide for the kaitiaki responsibility Ngāi Tahu has for the natural environment. This will include sharing of knowledge and information, creating opportunities for increased participation in decision making processes, effective engagement and development of existing working relationships.
- Liaison with GIS software and spatial data (and related applications) vendors for the purpose of discussing opportunities for the Environment Canterbury Mapping platform.
- Maintain contacts and liaise with other units of local government on geospatial technologies, spatial data, GIS best practices and initiatives to facilitate the sharing of information and applications. In particular the key contacts of technical staff within the Environment Canterbury Mapping partners (CMP).
- Keep abreast of Geospatial & IT industry trends and developments, by attending technology seminars and reading appropriate literature to communicate and share with the CMP group.
- Represent the Council and CMP on GIS and other geospatial initiatives at conferences and through user groups to communicate the Canterbury regions perspective.

## Special Conditions / Ngā Herenga Matua

Given that the Council has responsibility across the Canterbury Region you may also be required to work and travel throughout the Canterbury Region when and as reasonably determined by the Council.

- May be required to work outside of the normal working hours from time to time.
- Overnight stays will be required while undertaking site visits across the region.

## Health and Safety / Hauora me te Haumaruru

Environment Canterbury is proactive in advocating robust Health and Safety practices; we take health, safety and wellbeing very seriously.

So far as it is reasonably practicable you need to ensure the Health and Safety of yourself, your team, contractors and visitors. You must comply with current Health and Safety legislation, regulations and guidelines, organisational policies, procedures and our code of conduct.

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## Delegations and Authorities / Ngā Tuku Mana me ngā Whaimana

Delegated authority to make decisions in accordance with Council approved delegations, and authority for decision making in accordance with policies and guidelines for financial, people management and media related activities.

## Capabilities/ Ngā Pūmanawa me te Āheitanga

### Qualifications / Tohu Mātauranga

- A bachelor's degree in Geography (Geographic Information Systems or Remote Sensing) or Computer Science with an Earth Science component is preferred. Where a person can demonstrate an appropriate level of knowledge and skills, these will be considered in lieu of the above qualifications
- A current full drivers licence with a clean driving record and the ability to drive vehicles with a manual or automatic transmission.

### Experience / Mātau ā-wheako

- At least 3 years' experience in a GIS role.
- Practical experience of spatial information theory, ECan's selected Mapping products, Cartographic production.
- Knowledge of Mobile & Web GIS applications, Relational Database Management Systems (RDMS), GPS applications, GPS hardware and ESRI ArcGIS suite of products is desirable.
- Business analyst skills an advantage
- Database design and development experience/knowledge would be an advantage
- Experience in designing and delivering technical training would be an advantage

### Core competencies / Ngā mea matatau

Specific behaviours at the Team member level beneath each of the following organisational competencies. To identify the competency expectations at this level view the competency framework in the HR Kete or the Environment Canterbury Careers website.

Customer Focus	Ensuring that the customer perspective is a driving force behind decisions and activities. Initiating and maintaining relationships inside and outside the organisation.
Business Acumen	Using an understanding of the organisation's position to contribute to effective strategies and tactics by using economic, financial and industry information. Thinking from the ratepayers' perspective.
Achieving Outcomes	Translating strategic priorities into operational reality; aligning communication, accountabilities, resources, internal processes and ongoing measurement systems to ensure that strategic priorities yield measurable and sustainable results.
Leading Change	Identifying and driving organisational and cultural changes needed to adapt strategically to changing demands, technology, and internal initiatives; using new approaches to improve results by transforming organisational culture, systems, or services.

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- Common Purpose** Working towards a compelling view of the future by engaging with the organisation's vision; understanding and aligning to the common purpose.
- Building Capability** Attracting, developing, engaging, and retaining talented individuals allowing the organisation to meet current and future organisational challenges. Sharing authority, responsibilities and decision making to enable individuals to stretch their capabilities and accomplish strategic priorities.

The above statements are intended to describe the general nature and level of work being performed; they are not an exhaustive list of all responsibilities, duties and skills required of the position and incumbent. However, from time to time the Environment Canterbury Mapping GIS Coordinator/Analyst will be required to accept and carry out other duties.

**Band** 4 **Position Code** SERVINF.012

I agree to undertake the responsibilities detailed in this job description:

**Name/Ingoa:** \_\_\_\_\_

**Signature/Tohu:** \_\_\_\_\_

**Date Signed/Wā haina:** \_\_\_\_\_

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