

Cultural Resources/GIS Technician (BLM/NCRIMS Project) CSU/CEMML, Fort Collins, CO



Center for
Environmental
Management

MILITARY LANDS

Colorado State University

POSITION

A Cultural Resources/GIS Technician (Temporary Hourly) position is available with the Center for Environmental Management of Military Lands (CEMML). This position is located at CSU/CEMML in Fort Collins, CO providing support for the Bureau of Land Management (BLM) National Cultural Resources Information System (NCRIMS) project.

ORGANIZATION

CEMML is a research, education and service unit within the Warner College of Natural Resources at Colorado State University (CSU). CEMML applies the latest and most appropriate science to promote the sustainable management of natural and cultural resources on Department of Defense (DoD) and other public lands. We provide technical support, conduct applied research, and offer career development and learning opportunities to support resource stewardship. We collaborate with our sponsors and within CSU to resolve complex environmental issues, leaving a legacy of science-based decisions that sustain our resources for future generations.

To learn more about CEMML's contributions to land management, our mission, vision, and values, visit <http://www.cemml.colostate.edu/>.

RESPONSIBILITIES

The primary duties include execution of data standardization, attribution and quality control of the Bureau of Land Management's cultural resources data in 11 states throughout the western US. All data must conform to national BLM data standards and best practices for Geographic Information System (GIS) cultural resource (CR) data.

Specific responsibilities include:

- Review existing CR documentation including site forms and investigation reports to complete data attribution and quality control review tasks for the Resources and Investigations feature classes.
- Work in conjunction with the project's CR and GIS team leads and other team members to identify and help resolve any data discrepancies.
- Integrate existing tabular data from external sources, such as the state historic preservation offices.
- Assist with finalizing project documentation and standard operating procedures.
- Documentation of all work processes to include feature level and feature class metadata.
- Other tasks as assigned, including, but not limited to, digitizing new records and scanning paper documents to create organized digital files.

PHYSICAL REQUIREMENTS

The position may require bending, climbing, and lifting up to 25 pounds.

MINIMUM QUALIFICATIONS

1. A bachelor's degree in Archeology, Anthropology, Geography, GIS, History, Natural Resources Management or a closely related field is required.
2. A minimum of one year of demonstrated work experience with GIS software (i.e. ESRI ArcGIS Desktop 10.x / ArcPro), as well as MS Word, Access, and Excel is required. Course work will not be included.

3. Familiarity with historic preservation documentation, specifically state specific historic site forms and investigations reports, State Historic Preservation Office (SHPO) data, National Register eligibility requirements and archaeology-related field work and data collection practices is essential.
4. Experience with and knowledge of best data management practices, specifically within relational databases and/or file geodatabases is also essential.
5. The successful candidate must demonstrate U.S. employment eligibility; CEMML will not provide visa sponsorship for this position. Successful candidate must be able to obtain a valid driving license.

DESIRABLE QUALIFICATIONS

1. More than 1 year of experience using ESRI ArcGIS and managing cultural resources geospatial data including data collection, digitizing, attribution and documentation (metadata) is preferred.
2. Specialized knowledge of federal public lands in relation to cultural resources policies and procedures including the National Historic Preservation Act (NHPA), National Environmental Policy Act (NEPA), Archeological Resources Protection Act (ARPA) and Native American Graves Protection and Repatriation Act (NAGPRA) is particularly desired.
3. Specific experience conducting Cultural Resources Management and/or GIS work with the Bureau of Land Management and/or familiarity with the National Cultural Resources Information Management System is a plus.

BACKGROUND CHECK

Colorado State University is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final candidates being considered for employment. Background checks may include, but are not limited to, criminal history, national sex offender search and motor vehicle history.

PAY RATE

Pay Rate is commensurate with experience and qualifications. The hourly range is \$20-\$25. This is a temporary position and will not exceed 9-months.

APPLICATION

Prospective candidates should apply via email to: Valerie.Milmore@colostate.edu

Applicants must meet the minimum qualifications in the announcement to be considered. Apply no later than **April 25, 2021**, for full consideration. Upload each of the items below individually as a Word Document (.doc), PDF (.pdf), or Rich Text Format (.rtf). Please note that incomplete applications cannot be considered. Please remove social security numbers and birthdates from application materials. A complete application consists of:

- 1) Statement of Qualifications (one page letter addressing each qualification described in announcement)
- 2) Resume
- 3) Transcripts (for each degree earned that is listed under qualifications)
- 4) Degree Conferral (copy of diploma if transcripts do not include confirmation that degree was awarded)
- 5) References (contact information for three professional references, including at least one supervisor)

Colorado State University does not discriminate on the basis of race, age, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, or gender identity or expression. Colorado State University is an equal opportunity/equal access/affirmative action employer fully committed to achieving a diverse workforce, and complies with all federal and Colorado state laws, regulations, and executive orders regarding non-discrimination and affirmative action. The Office of Equal Opportunity is located in 101 Student Services.

Reflecting departmental and institutional values, candidates are expected to have the ability to advance the Department's commitment to diversity and inclusion.

See a complete listing of open CEMML positions at <http://www.cemml.colostate.edu>. **POSITION #:**