

Lake of the Ozarks Council of Local Governments

Summer 2015 Internship

Lake of the Ozarks Council of Local Governments is interested in hiring an intern for the summer of 2015. The intern will primarily be working on a disaster preparedness project. This internship will involve a range of GIS tasks, (including field collections, data management, and visualization) and report writing. Other projects may be assigned as needed.

A successful candidate will demonstrate a working knowledge of Esri products, including ArcGIS for Desktop and Collector, and have strong writing skills.

Disaster Preparedness Project

- **GIS field work-** The candidate will assist the Regional Planner in mapping low water crossings throughout rural Miller, Laclede, and Camdenton counties. The candidate will also assist in mapping the location of public storm shelters and storm sirens. As part of this project, the candidate must have a reliable vehicle and be willing to drive on *gravel roads*. It would also be beneficial if the candidate has experience with Esri's Collector App.
- **GIS data management-** The candidate will assist the Regional Planner in making certain the field data collected remains organized, consistent, and accurate. The data collected for this project will be given to each county, so data management is extremely important.
- **Data Presentation-** The candidate will be assisting the Regional Planner to identify and create appropriate visualizations of the data collected. This will include making standard maps and the creation of Esri Story Maps.
- **Report Writing-** The candidate will assist in writing segments of the report associated with this project. These segments may include but not limited to background, results, and/or analysis. The candidate must be able to summarize information, identify key ideas, and propose viable solutions. Strong writing skills are essential.

General Information

This internship opportunity will begin *June 1, 2015* and end *August 15, 2015*; the position will require between 24-32 hours per week.

Please send a letter of interest and resume. Candidates are encouraged to provide a brief technical or analytical writing sample (no more than 3-4 pages) and GIS/graphical sample (no more than 2 pages) with your submission.

Lake of the Ozarks Council of Local Governments
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