



## GIS & CONSERVATION PLANNING INTERN JOB DESCRIPTION

**Position Type:** Part-Time, 20 hrs/week

**Term:** Seasonal, 10 weeks (June 2024 - August 2024)

**Reporting:** GIS and Conservation Planning Manager

**Location:** Charleston, South Carolina

### Application Instructions:

To apply, please email a cover letter, resume, and three references in one PDF addressed to Ellen Blake, Operations Director, to [careers@lowcountrylandtrust.org](mailto:careers@lowcountrylandtrust.org). Applications will be accepted until March 5, 2024. Initial screening interviews will be conducted on a rolling basis.

### Position Summary:

The primary role of the GIS and Conservation Planning Intern will be to provide geospatial data and analysis support to the Conservation Department at Lowcountry Land Trust. This internship will provide hands-on experience with how a land conservation organization approaches geospatial analysis and landscape-scale conservation and how those functions interact with the rest of the organization.

### Responsibilities:

- Using legal and ecological data to research properties;
- Creating and/or updating existing GIS data and files;
- Assisting with mapping and administrative tasks for grant funding applications, conservation easements, internal reports, and field data collection; and
- Other tasks as assigned.

### Qualifications:

- Degree-seeking student at a college or university;
- Experience using ArcGIS Desktop or Pro;
- Strong communication and interpersonal skills;
- Strong organizational skills; and
- Professional and customer service oriented.

### Compensation:

The Intern will have the opportunity to work up to 20 hours per week at a rate of \$15/ hr. (maximum 200 hours)

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*Lowcountry Land Trust is committed to the principles of diversity and equal employment opportunity and to comply with all federal, state, and local laws that are applicable to equal employment. It is our policy to recruit, hire, train, and promote individuals, as well as administer any and all personnel actions, without regard to race, color, religion, creed, age, civil union status, domestic partnership status, affectional or sexual orientation or identity, sex, gender identity or expression, national origin or ancestry, marital status, status as a disabled or Vietnam era veteran, service in the federal or state military, union affiliation, pregnancy or breastfeeding, medical or genetic information, atypical hereditary cellular blood trait, refusal to submit to a genetic test or make test results available to the Company, or status as a qualified individual with a disability, in accordance with applicable laws. The Land Trust also complies with the South Carolina Pregnancy Accommodation Act.*