



POSITION NOW CLOSED – FOR REFERENCE ONLY

Position Title: GIS Data Management and Web Mapping Steward – AmeriCorps

Conservation Legacy Program: Stewards Individual Placements

Site Location: Urban Parks and Recreation Recovery Program, 1849 C Street NW, Washington, D.C. 20240

Application Due Date: July 3, 2026

Terms of Service:

- **Start Date:** 10/5/2026
- **End Date:** 2/19/2027
- **AmeriCorps Slot Classification:** 675-Hour Slot

Purpose:

Stewards Individual Placements (Stewards), a program of Conservation Legacy, provides individuals with AmeriCorps service and career internship opportunities to strengthen communities and preserve our natural resources. Participants serve with federal agencies, tribal governments, and nonprofits to provide institutional capacity, develop community relationships, and support ecosystem health. Stewards in partnership with the NPS GIS office is hosting a cohort of GIS stewards.

This opportunity supports the Urban Parks and Recreation Recovery Program, managed out of the NPS Washington Office (WASO) by creating a comprehensive geospatial dataset and ArcGIS interface for the approximately 1,600 park and recreation facilities assisted by the UPARR program and that retain in perpetuity protection. The Steward will perform a variety of data organizing, sorting, management and app development tasks culminating in deliverables that help NPS and grant partners fulfill their perpetuity responsibilities by providing for easier, modern and efficient management of the program.

Description of Duties:

- Data Inventory & Mapping:

- Compile inventory of UPARR assisted sites, including grant ID, address, and associated non-GIS grant documents.
- Conduct field verification and GPS data collection; collect field data to address identified data gaps, capture photo documentation with standardized metadata.
- Data Product Development & Integration:
 - Design geodatabase schema aligned with NPS Core Spatial Data Standards. Establish primary keys that allow for GIS data to align to specific UPARR grants, and each grant relevant contract documents
 - Create new geospatial content, including but not limited to new data layers, web maps, apps, forms, or dashboards. Publish content to NPS Enterprise GIS Portal.
 - Build out relevant content metadata in accordance with appropriate QA/QC procedures and data validation needs; produce Data Dictionary and Metadata Catalog.
 - Serve with NPS Information Technology and Resources Management, Resource Management to link geospatial features to NPS documentation and data store if applicable.
- Training & Knowledge Transfer:
 - Develop documented user guides for NPS users and conduct one live training session for partners on how to use newly developed GIS resources.
- Key Deliverables:
 - Design and build an ArcGIS web application that maps UPARR-assisted sites, linking each feature to centralized grant documents via secure attachments and metadata.

Requirements:

- United States citizen, United States national, or a lawful permanent resident alien
- Applicants must be between ages of 18-30 years old, or up to 35 for veteran, based on Public Land Corps Act of 1993 authorizing this AmeriCorps opportunity.
- Has received a high school diploma or equivalency certificate; or has not dropped out of elementary or secondary school to enroll as an AmeriCorps participant, and agrees to obtain a high school diploma or its equivalent prior to using the education award

- Agrees to provide information to establish eligibility and to complete a National Service Criminal History Check.

Preferred Qualifications

A successful candidate will have a strong foundation in GIS principles and data management practices, with demonstrated proficiency using Esri products. Candidates should be comfortable with geoprocessing tools, and geodatabase design principles. The position requires attention to detail, effective communication skills, and the ability to take initiative and serve independently while collaborating with subject matter experts as needed.

Applicants who have obtained or are pursuing a GIS degree or certificate and/or with GIS work experience are preferred. Prior to starting this position, a federal government security background clearance will be required.

Our Commitment:

Conservation Legacy is committed to the full consideration of all qualified individuals and will ensure that persons with disabilities are provided reasonable accommodations to perform essential job functions. Physical requirements may include periodic overnight travel, non-traditional work hours, ability to move across varied terrain, use program-specific tools and a range of technology on an infrequent or frequent basis. Exerting up to 25 pounds of force occasionally to lift, carry, push, pull, or otherwise move objects. The ability to safely drive an organizational vehicle may also be required for some positions. If you need assistance and/or reasonable accommodation due to a disability during the application or recruiting process, please send a request to the hiring manager.

Time Requirements:

- Typically, this position is expected to serve 40 hours per week, but exact service schedules may vary. A half hour lunch break will not be counted towards AmeriCorps service
- Member may be required to participate in national, state, or local service projects or events as part of their service term.

Orientation and Training:

- Member will receive an orientation that includes training on AmeriCorps prohibited and unallowable activities.

Benefits:

- Segal AmeriCorps Education Award of \$2,817.14
- Living Allowance of \$600 per week.

- Additional Benefit of \$440 per week.
- Loan forbearance if Eligible
- Interest Payments if Eligible

Evaluation and Reporting:

As an AmeriCorps member, performance will be evaluated on whether the member has completed the required number of hours, the member has satisfactorily completed assignments, and if the member has met other performance criteria that were clearly communicated at the beginning of the term of service.

Reporting requirements include, but are not limited to, bi-weekly timesheets and accomplishment tracking.

Supervisor Name and Contact Information:

Program Contact information: James Gasaway, jgasaway@conservationlegacy.org

Service Site Contact Information: Tatiana Marquez, Tatiana_Marquez@nps.gov

Conservation Legacy is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law.

We also consider qualified applicants regardless of criminal histories, consistent with legal requirements. If you need assistance and/or reasonable accommodations due to a disability during the application or recruiting process, please send a request to the hiring manager.