

Geographical Information System (GIS) Specialist Responsibilities:



Reviews the EOC Common Responsibilities Checklist
Provides spatial information collection, display, analysis and dissemination
Provides Global Positioning System (GPS) support, integrates infrared data and incorporates all relevant data to produce map products, statistical data for reports and/or analyses

Reports to:

EM Director/EOC Manager

Supervises:

GIS Technicians

Activation Phase:

- Maintain an overall vision of safety during all processes.
- Initiates position log on WEBEOC
- Receives assignment and briefing from Situation Unit Leader
- Recommends staffing levels needed within unit and requests support
- Determines initial GIS needs and clarifies request procedures with other sections, units and local agencies
- Determines the availability of GIS support products
- Coordinates with supervisor to prioritize GIS requests

Operational Phase:

- Maintains position log on WEBEOC
- Coordinates with requestor to clarify desired output of data
- Reports potentially conflicting or unfeasible requests to supervisor with recommended resolution
- Provides time estimates for task completion
- Maintains archive of all products produced for incident

Demobilization Phase:

- Ensures any open actions are assigned to appropriate staff
- Provides all final documentation to the Documentation Unit Leader
- Ensures that incident map archive is complete and saved

Unique Resources Required:

- GIS Software
- Access to jurisdictional GIS data
- Map plotter printer, ink, paper
- Dedicated computer

