



**COLORADO**

**Parks and Wildlife**

Department of Natural Resources

## Temporary Job Announcement

<b>Position</b>	LWCF GIS Specialist (Seasonal)
<b>Start/end dates</b>	02/09/2026 - 06/30/2026 Exact dates negotiable Potential to extend for 3 - 4 months dependant on funding
<b>Schedule</b>	40 hours per week/Monday - Friday
<b>Pay rate</b>	\$25.00 - \$30.00/hour depending on experience
<b>Location</b>	Hybrid - Littleton Office, 13787 US Highway 85, Littleton, CO 80125 with a combination of on-site and remote work
<b>Deadline for applications</b>	Position is open until filled Initial reviews and interviews will begin Tuesday 01/20/2026
<b>Job description</b>	<p>The Land and Water Conservation Fund (LWCF) is a federally funded grant program helping government agencies nationwide to protect valuable natural resources and provide meaningful public recreation opportunities. The Colorado Parks and Wildlife State Trails Program administers it locally for the National Park Service.</p> <p>This position will report to and assist the Federal Grants Administrator with site boundary data verification and corrections, shapefile consolidation to create a comprehensive GIS map, landowner communications and compliance, and other administrative and GIS tasks as needed.</p>
<b>Responsibilities</b>	<ul style="list-style-type: none"><li>● GIS mapping<ul style="list-style-type: none"><li>○ Verify and correct existing LWCF site boundary shapefiles using historic maps, legal land descriptions, and assessor's data.</li><li>○ Consolidate individual shapefiles into a single, standardized LWCF geodatabase and map.</li><li>○ Document data sources, corrections, and verification methods.</li></ul></li></ul>

	<ul style="list-style-type: none"> <li>○ Assist with ad hoc GIS projects, including producing maps, visualizing site changes or land use impacts, and performing related spatial calculations.</li> <li>● Landowner Communications <ul style="list-style-type: none"> <li>○ Assist with communications to landowners regarding site information and data verification as needed.</li> <li>○ Provide technical assistance to landowners regarding ongoing stewardship responsibilities, including researching and understanding program requirements, reviewing historic grant information, and overlaying data on maps.</li> </ul> </li> <li>● Other Duties <ul style="list-style-type: none"> <li>○ Perform other administrative or grant-related tasks as required.</li> </ul> </li> </ul>
<b>Minimum requirements</b>	<ul style="list-style-type: none"> <li>● Proven experience with ArcGIS Desktop/Pro, including geodatabase management, editing, and spatial analysis.</li> <li>● Ability to interpret historic maps and reconcile with modern GIS data.</li> <li>● Ability to work independently to manage large GIS datasets and maintain documentation.</li> <li>● Strong attention to detail and accuracy in spatial data work.</li> <li>● Strong organizational and time management skills.</li> <li>● Excellent communication and customer service skills, including the ability to work with landowners and internal stakeholders.</li> <li>● Proficiency with Microsoft Office Suite and Google Applications.</li> <li>● At least 18 years old.</li> <li>● Valid driver's license and good driving record for operating a State vehicle.</li> </ul>
<b>Preferred qualifications</b>	<ul style="list-style-type: none"> <li>● Familiarity with parcel/assessor data and integrating multiple spatial data sources.</li> <li>● Knowledge of land conservation programs, protected areas, or similar.</li> <li>● Experience working with government agencies.</li> </ul>



<b>Benefits</b>	This position participates in PERA (public employee retirement program) and accrues paid sick leave. Potential for professional development and job shadowing opportunities.
<b>How to apply</b>	Email a cover letter, resume, and list of three references to <a href="mailto:lwcf@state.co.us">lwcf@state.co.us</a> with “LWCF GIS Specialist (Seasonal)” in the subject line.

*CPW is committed to fairness and equality of opportunity in the workplace. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.*

*The Department of Natural Resources participates in E-Verify in accordance with the program's Right to Work for all newly hired employees. Upon acceptance of a job offer, employees are queried through the electronic system established by the Department of Homeland Security (DHS) and the Social Security Administration (SSA) to verify identity and employment eligibility. You may complete section 1 of the I-9 form upon your acceptance of a job offer letter, but no later than your first day of employment and in addition, on your first day, but no later than the third day, you will be required to submit original documents to verify your eligibility to work in the U.S. Learn more about E-Verify, including your rights and responsibilities.*

