



**Submit resume and cover letter to:**  
**Northern Water, 220 Water Ave.**  
**Berthoud, CO 80513**  
**Email Preferred:** [careers@northernwater.org](mailto:careers@northernwater.org)

**Posted:** 01/31/2025  
**By:** RB  
**Removed:**  
**By:**

## GIS Technician Intern

Division/Department: Finance & Administration Division/Information Technology Services Department

Reports to: GIS Supervisor

Location: Berthoud, CO

Type of Position: Internship

Status: Non-exempt

Salary Range: \$18 - \$22/Hour

---

### GENERAL STATEMENT

This position will support the Northern Water member GIS team with various tasks related to the Geospatial program at Northern Water.

### INTERN DUTIES AND RESPONSIBILITIES

- Helps to execute a Northern Water GIS strategy for the Assets Management portfolio.
- Assistance with review, adjustments, and improvements to the Northern Water Real Estate records datasets.
- Coordinate with various Northern Water staff on researching and improving GIS records.
- Field data collection (positions/photos) of Northern Water assets/properties/interests as needed.

### INTERNSHIP BENEFITS

- Opportunity to interact with and learn from Northern Water GIS professionals with varying levels of experience and expertise.
- Mentoring/networking with various Northern Water professionals.
- Opportunity to see/interact with/facilitate improvements with water delivery infrastructure and real estate records management.
- Opportunity to increase technical GIS skills and build familiarity with GIS software applications and workflows

### EDUCATION REQUIREMENTS

- The intern should be currently enrolled in a geospatial, geography, agricultural, water resources, engineering, environmental or related field of study/program.

### KNOWLEDGE, SKILLS AND ABILITIES

- Basic knowledge of GIS concepts and fundamentals.
- Work independently in the absence of direct supervision.
- Basic technical aptitude for Windows environment, Microsoft Office suite of tools.
- Ability to work collaboratively and productively.
- Communicate at a technical and non-technical level.

- Passion for learning new skills in a diverse technology environment.
- Knowledge of GPS technology and concepts is preferred, though not required

### **REQUIREMENTS**

- On-site position, desired to have 40 hours completed/week with some flexibility.
- Maintains a personal appearance appropriate for the job position and image of Northern Water.
- 3-6 months experience with Esri ArcGIS desktop mapping software (ArcPro/ArcMap).

### **PHYSICAL REQUIREMENTS**

- Occasional walking, bending, stooping, or climbing stairs during site visits or equipment inspections.
- Prolonged sitting and sustained operation of keyboard devices.
- Must be able to meet the physical requirements of a post-job offer physical examination.

Reasonable accommodations will be made to enable qualified individuals with disabilities to perform the essential functions of the job.

**This job description in no way states or implies that these are the only duties to be performed by this employee.**

**Northern Water is an equal employment opportunity employer.**