

# State Forests - GIS

The Tennessee Department of Agriculture, Division of Forestry is seeking an intern for May 20, 2024 – August 9, 2024, in the State Forest Program. This position is assigned to the Tennessee Division of Forestry, State Forest Unit and will be responsible for completing assigned GIS projects. This position will be paid at \$15.49/hour.

## Location:

Ellington Agricultural Center, Nashville, TN; Remote workplace opportunity

## Examples of job duties include:

Under the direction of State Forest Unit leader, this intern will:

- Work with Tennessee Division of Forestry field staff to gather information pertinent to GIS needs on state forest.
- Create and/or modify geodatabases associated with state forest GIS Layers.
- Utilizing ArcGIS, create dashboards, story maps, etc. for state forests to be published on the Division of Forestry's websites and internal uses.
- Work with State Forest Unit Leader in identifying important physical maps and other documents for digitalization and distribution to field personnel.

## Essential Knowledge and Required Skills:

- The ideal candidate will be a detail-oriented self-starter and a team player. The candidate must be proficient in ArcGIS and how to manipulate geodatabases to generate attribute tables, maps, dashboards etc. Familiarity with various forms of outdoor recreation and the state forest system is preferred.
- All participants in the Tennessee Department of Agriculture's Internship program are required to create a presentation to executive staff detailing their experience with the internship. This presentation shall be given to executive leadership at the end of the internship term.

## Working Conditions:

- Office work with the possibility to work remotely
- Position may require visiting specific sites on the state forest system but would be supervised and not required to utilize personal vehicle.

## How to Apply:

To apply for this internship opportunity, please send the following documents to [Jamy.Freeman@tn.gov](mailto:Jamy.Freeman@tn.gov) :

- Resume
- Letter of intent
- Most recent transcript
- 2 professional letters of recommendations
- DD214 (Veteran Candidates only)

**ALL APPLICATIONS MUST BE SUBMITTED BY Friday, MARCH 15, 2024**

## Other Information:

- The State of Tennessee and the Tennessee Department of Agriculture is an Equal Opportunity Employer. Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy. The State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veterans status, or any other category protected by state of and/or federal civil rights laws.