

GISCI Portfolio Experience Levels and Instructions

Instructions:

Please list your geospatial work experience, including any internships. This is a two-step process to earn points:

1. **Add Employer** – Enter your employer’s name, a description of your duties, and the period for each position held.
2. **Add Experience** – Select the appropriate Tier Level for your role (see below). Points will be applied once both steps are completed.

Supervisory Bonus Points

Tier 1 and 2 employees may receive an additional supplemental bonus. To receive full credit, create a second entry for the same employer and employment period, listing only the Supervisory Tier as experience.

Next Steps

- Once finished, proceed to the **Contributions** section. You can return anytime to update your information.
- The **Pts/Year** field reflects cumulative points for the time period entered.

Required Documents

- **Initial GISP Certification** – Upload a **supervisor letter** in the Required Documents section (only a letter from your current supervisor is required).
- **GISP Recertification** – A supervisor letter is not required but you will need to upload a **signed Ethics Form** before submission.

For recertifying GISPs, list your geospatial work experience **since your last certification date** before proceeding to the Contributions section.

EXPERIENCE POINT SCHEDULE

Tier 1 – Advanced GIS

Points Per FTE Year: 25

This role focuses on advanced geospatial analysis, system design, and data development with a strong emphasis on programming and application development. Typical responsibilities include:

- Designing data models and databases tailored to organizational needs.
- Conducting needs assessments to inform application design and development.
- Developing, critiquing, and optimizing geospatial software and programming solutions.
- Creating geospatial data through photogrammetric techniques, remote sensing, and geocomputation.
- Performing spatial analysis and interpreting geospatial datasets to support decision-making.
- Implementing and deploying geospatial systems and applications effectively.

The role requires expertise in geospatial technology, data science, and programming to deliver innovative and robust GIS solutions.

Tier 2 – Basic GIS

Points Per FTE Year: 20

This role involves intermediate-level responsibilities in geospatial data management, maintenance, map composition, and user support. Tasks include:

- Managing and maintaining GIS databases, layers, and spatial data.
- Editing, validating, and ensuring the quality of geospatial data (QA/QC).
- Composing maps, generating reports, and creating visualizations for decision-making.
- Administering GIS systems, performing geocoding, and managing GIS transactions.
- Utilizing GPS and photogrammetric outputs for data collection and maintenance.
- Providing technical support, troubleshooting, and coordinating GIS operations.
- Conducting instructional training and teaching GIS methodologies to users.
- Supporting GIS implementation, data acquisition, and web GIS capabilities.

The role bridges technical and instructional functions, focusing on data integrity, operational support, and user empowerment.

Tier 3 – Supervisory

Points Per FTE Year: 10

A GIS supervisory role involves overseeing the planning, coordination, and execution of geospatial projects while managing a team of GIS professionals. Key responsibilities include:

- **Leadership and Management:** Providing guidance to GIS analysts, technicians, and developers. Delegating tasks, setting project goals, and ensuring deadlines are met.
- **Strategic Planning:** Developing and implementing GIS strategies and workflows to align with organizational objectives.
- **Quality Assurance:** Ensuring the accuracy, consistency, and integrity of geospatial data, maps, and analyses.
- **Technical Expertise:** Offering advanced knowledge of GIS tools, technologies, and methodologies to support complex projects.
- **Training and Mentorship:** Organizing training sessions and fostering professional growth within the GIS team.
- **Communication and Coordination:** Acting as a liaison between stakeholders, departments, and external partners to ensure project requirements are clearly understood and met.
- **Budget and Resource Management:** Managing budgets, resources, and procurement for GIS hardware, software, and datasets.
- **Problem Solving and Decision-Making:** Addressing technical issues, optimizing workflows, and making decisions to improve GIS operations.
- **Reporting and Presentation:** Preparing reports, maps, and presentations for internal and external audiences, including executives and decision-makers.

The role requires a combination of technical expertise, managerial skills, and the ability to inspire and lead a team to deliver high-quality geospatial solutions.