

MIS TEAM LEADER (LAND INFORMATION OFFICE)

DEFINITION

Provides leadership to the Land Information Office (LIO), providing coordination and communication between LIO staff and GIS users. Provides staff supervision and project implementation; develops and implements plans for LIO; develops the LIO budget and RFPs and creates reports.

EXAMPLES OF DUTIES

Oversees implementation of GIS in Dane County. Supervises the day to day activities of assigned staff who are responsible for developing systems for land records modernization; works with the Information Management Manager to develop, plan and implement the budget for the LIO; develops and implements strategic plans for GIS development; oversees the integration of GIS throughout all areas of the County; develops plans for releasing land information to the general public and negotiates agreements to transfer this information; applies for, and manages grant funding for the LIO; approves purchases made by the LIO and creates special management reports for the Information Management Manager.

EMPLOYMENT STANDARDS

Education and Experience: Must possess a Bachelors degree in MIS, Computer Science, GIS or related degree. A minimum of six years experience with knowledge of GIS and/or information technology.

Knowledge, Skills and Abilities: Knowledge of project management; knowledge of GIS and/or MIS technology; knowledge of supervisory techniques; possess written and oral communication skills; leadership ability and the ability to interact effectively with others.

Special Requirements: None