Bad River Band of Lake Superior
Tribe of Chippewa Indians

Job Title: Computer Science Intern
Department: Natural Resource Department
Hourly Rate: $14.00
Exempt: No/Hourly
Supervisor: GIS Specialist

Summary: The position is the staff supporting development and deployment of core database and web application in the GIS & Mapping Services Office within the Natural Resources Department for developing and implementing the Bad River Land Information System. Staff will assist the GIS Specialist and Management Information Services Director with designing and implementing secure database management solution. This entails, but is not limited to, developing and programming website application to facilitate FEMA Pre-Hazard Mitigation Planning and Natural Resources data organization. It is located in the Natural Resources Department of the Bad River Band of Lake Superior Chippewa Indians.

Essential Duties and Responsibilities including the following:
- Will serve as the Computer Science Intern assuming a variety of programming and technical review administrative duties.
- Work with GIS Specialist/Database Administrator to develop and implement a new database management application for administration of the FEMA pre-disaster mitigation plan, and Natural Resources geographic information management.
- Test, de-bug, and release secure, final product web applications, data sets, maps, imagery, and reports to approved Bad River users.
- Approve and release final product web application, data sets, maps, imagery, and reports to approved Bad River users.
- Collaborate with the GIS Specialist and Bad River MIS to establish data management, maintenance, and security Standard Operating Procedures (SOPs) using the GIS Server and SQL Server enterprise database in concurrence with the Bad River MIS program.

Qualification Requirements: The candidate is expected to qualify at a minimum:
- Near completion of a 2-year technical degree in Computer Science or other IT related field
- Student in Junior or Senior level working towards a 4-year Bachelor’s degree in Computer Science or other IT related field
- Two or more years of relevant experience in Computer Science, Web Development, or other IT related field

Education and/or Experience Preferred:
- Paid experiences as a Computer Science Technician or Specialist
- Participative involvement in campus or community organization, non-class related volunteer involvement, off-campus employment and demonstrated leadership and interest in community involvement preferred.

Other Skills and Abilities:
- Database and web application development and management
- Follow commonly-used concepts, practices, and procedures
- Self-motivation and organizational skills
- Ability to relate technical concepts to non-technical people
• Proficiency in Access/Excel/Word and basic understanding of SQL, HTML, and PHP
• Preferred working knowledge of server-side scripting and programming languages such as XML, Javascript, Java, Ruby on Rails, or other equivalent languages.

Background Check:
This position is contingent on ability to pass a background check required.

Language Skills:
Proven ability to communicate well through oral presentations and in daily interactions with a diverse public.

Reasoning Ability:
Problem solving at times, and remain flexible and open minded.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Applicant must be physically able to perform all job duties. Walking, standing, bending, stooping and occasional lifting up to 25lbs and/or carrying for short distances required. Subject to inside and outside environmental conditions.

Work Environment: The work environment characteristics described here are representative of those encounters while performing the essential functions of this job. Reasonable accommodations may be enable individuals with disabilities to perform the essential functions.

This position will require inside and outside work.

Drug-Free Workplace in accordance with the Drug Free Workplace Act of 1988, P.L. 100-690 and the Bad River Tribe’s Employee Policy & Procedures Handbook. Indian Preference will be given in accordance with P.L. 93-638 and the Tribe’s Preference Policy.

PUBLIC
Open: March 15, 2016
Closes: April 15, 2016

Send Application and Resume to:
Bad River Tribe
Attn: Personnel
P.O. Box 39
Odanah, WI 54861