

GIS Database Officer

Background

SAC serves as the executing agency for Landmine Impact Surveys. The Survey Action Center is an international organization with headquarters in Washington, D.C. It is registered in the US as a non-profit organization. The SAC Board of Directors consists of the leading NGOs in the mine action field: Handicap International (France), Mine Clearance Planning Agency (Afghanistan), Danish Demining Group (Denmark) and Norwegian People's Aid (Norway). Jean Baptiste Richardier is the President; Bob Eaton is the Executive Director and Sue Eitel is the Secretary/Treasurer.

Following the signing of the Mine Ban Treaty in Ottawa in December 1997, it became clear that a definition of the scope and impact of the worldwide landmine problem needed to be defined and quantified. To meet this need, the Survey Working Group (SWG), which consists of the lead international NGOs and UN agencies in mine action created the Survey Action Center in 1998.

The SWG is the advisory body for SAC. The SWG is responsible for the protocols that have been established through the SAC that define and maintain the high international standards of the Landmine Impact Survey.

Landmine Impact Surveys provide information to improve priority setting by donors and mine action agencies in the international effort to eliminate or control the threat of mines by the year 2010. Landmine Impact Surveys have been completed in Azerbaijan, Bosnia-Herzegovina, Cambodia, Chad, Ethiopia, Kosovo, Mozambique, Thailand and Yemen. Surveys are underway in Afghanistan, Angola, Eritrea, Lebanon, Somalia and Vietnam. Survey planning is underway for Sudan and Puntland - Somalia, and Democratic Republic of Congo.

Job Title:	GIS Database Officer
Reports To:	Survey Coordinator
Location:	Angola

Purpose of the Job

The GIS Database Officer shall oversee the entry of community survey data into IMSMA (Information Management System for Mine Action) and maintain and manage the Geographical Information System (currently ESRI ArcView) and all contained map datasets (country datasets and relevant metadata) as well as the survey IMSMA database. The GIS Database Officer shall provide technical backstopping and training to survey staff.

Main Tasks Related to the Job

Primary Tasks

1. Establish SAC database unit at the CNIDAH office in Luanda.
2. Coordinate with CNIDAH, INAD and local UN and Mine Action organizations regarding data sharing;
3. Acquire and scan operational maps;
4. Coordinate and supervise Preliminary Opinion Collection on mine affected communities;
5. Create Gazetteer from information collected from various sources;
6. Coordinate and supervise the False Negative Sampling procedure.
7. Ensure a continuous updating of the survey GIS and map datasets;

8. Map suspected landmine areas based on survey interviews;
9. Produce statistical reports and maps as requested;
10. Coordinate with SAC HQ and GICHD regarding IMSMA;
11. Train and manage data operators;
12. Supervise and monitor data-collection in the provinces;
13. Establish quality control systems for data entry of survey information;
14. Develop data analysis and presentation of survey data;
15. Assist in preparation of periodic and final reports;
16. Assist in preparing the final reports for the project.

Secondary Duties

1. Carry out any other tasks as may be required by the Survey Coordinator.
2. Advise the Survey Coordinator on policy issues concerning the GIS and database utilization.

Skills/ Experience

- Overseas GIS experience in a developing country.
- Experience in data management, specifically with IMSMA.
- Excellent oral and written communications in English.
- Fluent Portuguese highly desirable.
- An understanding of the issues pertaining to development, humanitarian relief and mine action.
- Excellent team building and interpersonal skills.

Technical skills include:

- Use of geographical information systems required together with practical experience with ESRI products such as ArcView and ArcInfo.
- Internet map solutions, such as ESRI IMS.
- MS Access and/or SQL-server, or other relational database management systems using SQL is required. Experience with statistical software (preferably SPSS) is desirable.
- Use of topographic maps and GPS receivers.
- Map data management, analysis and presentation, preferably in the fields of humanitarian, development or emergency work.
- Teaching and training.