



Internship Announcement

San Joaquin County Office of Emergency Services (OES)

Geographic Information Systems (GIS) Intern – Emergency Services Data

Department: San Joaquin County Office of Emergency Services (OES)

Project Focus: Emergency Services Data Analysis, Disaster Preparedness Support through database management and file management, and Digitizing Data related to Vulnerable Populations

Summary:

The San Joaquin County Office of Emergency Services is seeking a motivated and detail-oriented high school junior or senior to serve as a Geographic Information Systems (GIS) Intern. This internship offers a hands-on opportunity to explore how GIS supports emergency response, disaster planning, and public safety operations.

Interns may work with real-world emergency services datasets, create maps to support planning and response, assist with data maintenance, and observe how GIS informs decision-making during emergencies. This position is ideal for students interested in geography, mapping, computer science, emergency management, or public safety technology.

Intern Responsibilities & Learning Objectives:

- Learn the fundamentals of GIS software and mapping workflows
- Support creation and maintenance of maps related to fire, law enforcement, medical response zones, and hazard areas
- Assist with updating spatial datasets used for emergency planning and public information
- Participate in data validation and quality assurance activities
- Observe how GIS products are used in an Emergency Operations Center (EOC)
- Contribute to analytical projects, including mapping evacuation routes, resource locations, and hazard layers
- Gain exposure to cartographic design principles and spatial data management

Requirements & Qualifications:

- High school junior or senior in good academic standing
- Demonstrated interest in GIS, geography, computer science, public safety, or emergency services,
- Reliable, responsible, and eager to learn in a professional environment
- Willing to learn new software and technical skills
- Basic computer literacy required; prior GIS experience helpful
- Strong attention to detail and ability to follow instructions
- Strong communication and organizational skills
- Comfortable working independently and as part of a team
- Able to meet deadlines and manage time effectively
- Willingness to participate in both office-based and hands-on field activities (non-hazardous)
- Must be able to pass any required school or county participation forms or parental consent requirements

Eligibility:

- A current high school junior or senior enrolled in a recognized high school program at a high school located in San Joaquin County
- Must have permission from parent/guardian and meet any school district guidelines for internship participation

Schedule & Compensation:

- Approximately 20 hours per week for 6 weeks during the summer break
- This is a paid internship. Each intern will earn up to \$1,920 at minimum wage.

Intern Submission Procedures:

- For details on internship opportunities and to submit an application through San Joaquin A+, please visit: <https://sjgov.org/department/hr/programs-services/employee-development/internships/>

**All internship materials sent to San Joaquin County are maintained for departmental records.*