



## State of Washington Spatial Research Analyst (MA 4)

SALARY	\$69,744.00 - \$93,804.00 Annually	LOCATION	Thurston County – Olympia, WA
JOB TYPE	Full Time - Permanent	JOB NUMBER	2025-05517
DEPARTMENT	Dept. of Commerce	DIVISION	Local Government and Infrastructure Division
OPENING DATE	08/13/2025	CLOSING DATE	9/3/2025 11:59 PM Pacific

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### Description



# Washington State Department of Commerce

### Spatial Research Analyst (MA 4)

At the [Department of Commerce](#), we're reimagining what's possible in government. We're builders, thinkers, and change-makers, working at the intersection of innovation, community, and impact. From unlocking critical funding to fueling inclusive economic growth, we're turning big ideas into real-world solutions that uplift people and places. Our agency's strength lies in the diversity of our workforce and the breadth of the lived experiences and perspectives employees bring to the work. We believe equity is not just a value but a practice, which is reflected in how we design programs, engage communities, and deliver outcomes. We foster a workplace culture where curiosity is encouraged, bold thinking is welcomed, and collaboration drives our impact.

Let's build what's next, together.

The Spatial Research Analyst plays a key role in supporting the implementation of Washington's Growth Management Act (GMA) through independently managed research projects and spatial data analysis. This position blends advanced GIS expertise with policy research and project management skills to guide land use, housing, environmental, and climate-related planning efforts. By producing actionable, data-driven insights and leading high-profile, multi-agency projects, the analyst helps shape statewide policy outcomes and supports intergovernmental collaboration.

This senior-level position will lead and coordinate highly visible projects such as the Washington State Zoning Atlas Project, Puget Sound Mapping Project, and Greenhouse Gas Emissions Reduction modeling, all of which include interagency partners and stakeholders. These reports and projects focus on different aspects of growth management, helping stakeholders understand trends, challenges, and opportunities.

## Duties

### Research Project Manager

#### Tasks include:

- Develop and manage assigned research projects addressing key Growth Management Act (GMA) issues, such as the Washington State Zoning Atlas project and the Puget Sound Mapping project, from research design to execution and final reporting.
- Exercise independent, informed decision-making in the design and implementation of projects, ensuring full compliance with legislative and statutory requirements while managing timelines and deliverables effectively.
- Leads in-depth research on the implementation of the GMA, a complex task that requires the use of advanced methodologies—such as spatial analysis tools, population surveys, and integration of data from partner agencies—demanding both technical expertise and cross-sector coordination.
- Create data-driven reports, visualizations, and narratives that effectively communicate the impact and tell the story of the Growth Management Act's implementation.
- Organize and lead internal and external committee meetings, including setting agendas, coordinating with stakeholders, facilitating discussions, and ensuring timely follow-up on action items.
- Present findings and actionable recommendations to leadership, elected officials, and external stakeholders in accordance with statutory and proviso requirements.
- Develop and monitor project timelines to ensure on-time completion. The position will provide regular updates to the supervisor and, periodically, to agency leadership, on project progress and potential challenges.

### IT User / GIS Spatial Analyst

#### Tasks include:

- Leverage spatial analysis tools to support research, with a focus on spatial overlays and mapping for legislatively mandated projects and to support GMA policy development.
- Use spatial, quantitative, and qualitative data to evaluate success, identify opportunities, and inform decision-making at multiple agency levels and at the legislature.
- Serve as the agency policy lead on the Washington State Zoning Atlas, including ongoing coordination with the Office of the Chief Information Officer (OCIO) on conformance with state data and metadata standards.
- Manage the ongoing update of the Washington State Zoning Atlas.
- Develop reliable, accurate maps and visual graphics utilizing software and other available tools that adhere to agency standards and effectively communicate GMA topics of interest to an audience that could vary from internal staff to the governor.
- Provide responsive and reliable data for multiple iterations of bill analysis or fiscal notes to support the Growth Management Service Unit during the legislative session.

## Qualifications

**Required Position Qualifications:**

Eight (8) years of combined experience and/or education as described below:

Experience in two or more of the following areas or work related to the position:

- ArcGIS focused on urban planning, land use planning, or geography
- Public policy administration related to land use policy
- Analytical and technical writing to a wide range of stakeholders including both internal and external audiences and elected officials

Education involves urban planning, geography, environmental sciences, engineering, political science, public administration/policy or related field. Qualifying education post High School or equivalent may be substituted year for year for experience.

**Examples of how to qualify:**

- 8 years of experience
- 7 years of experience and one year of education
- 6 years of experience and two years of education
- 5 years of experience and three years of education
- 4 years of experience and four years of education
- 3 years of experience and five years of education
- 2 years of experience and six years of education

**Required Position Competencies:**

- Maintain a high level of proficiency in GIS technology by staying up to date with the latest tools, trends, and best practices.

**Preferred/Desired Qualifications:**

- A master's degree in urban planning, geography, public policy, or a closely related field
- Demonstrated experience managing complex research projects involving multiple stakeholders or agencies
- Experience working with or for the government.
- Skilled in coaching colleagues in the use and application of key computer applications, including ArcGIS, Microsoft Office Suite, and Smartsheets.
- Proven ability to translate data into compelling visual and narrative formats that support decision-making.
- Technical certification in ArcGIS or other geospatial software

**To be considered for this position, the following are needed:**

- A complete and detailed online application.
- A cover letter (enter online).
- Include a representative sample of an ArcGIS project or technical paper (*links to a webpage are acceptable*).
- At least three professional references (enter online).

For questions about this recruitment, please contact our recruitment team via email: [comrecruitment@commerce.wa.gov](mailto:comrecruitment@commerce.wa.gov) - please reference the job number in your message.

**Supplemental Information****Work from Anywhere in Washington State**

This position may be located anywhere within Washington State though occasional travel to a Commerce office building or in-state travel to attend events or meetings may be required. If selected, you will need to travel to pick up equipment

and receive instruction. Many Commerce employees work remotely or have a hybrid schedule.

This position is covered by a collective bargaining agreement

This recruitment may be used to fill future vacancies over the next 60 days.

Technical support is provided by NEOGOV, 855-524-5627 (can't log in, password or email issues, error messages). DES job seeker support may answer general questions regarding the recruiting system at [careershelp@des.wa.gov](mailto:careershelp@des.wa.gov).

### **Our Commitment to Equal Opportunity**

The Washington State Department of Commerce is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, ethnic, sexual orientation and gender identity diversity. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, veterans or people with military status, and people of all sexual orientations and gender identities are encouraged to apply. Persons needing accommodation in the application, testing, or interview process or this job announcement in an alternative format may email Human Resources at [Human.Resources@commerce.wa.gov](mailto:Human.Resources@commerce.wa.gov). Applicants who are deaf or hard of hearing may call through the Washington Relay Service by dialing 7-1-1 or 1-800-833-6388.

Department of Commerce also offers a competitive benefits package including: medical and dental insurance benefits, retirement and deferred compensation plans, 11 paid holidays each year, 14-25 vacation days per year (depending on length of employment), 8 hours of sick leave per month (if full time employed), bereavement leave, an employee assistance program, as well as other benefits. Please see the Benefits Tab for more details.

## **Benefits**

### **More than Just a Paycheck!**

Employee benefits are not just about the kind of services you get, they are also about how much you may have to pay out of pocket. Washington State offers one of the most competitive benefits packages in the nation.

We understand that your life revolves around more than just your career. Like everyone, your first priority is ensuring that you and your family will maintain health and financial security. That's why choice is a key component of our benefits package. We have a selection of health and retirement plans, paid leave, staff training and other compensation benefits that you can mix and match to meet your current and future needs.

### **Read about our benefits:**

*The following information describes typical benefits available for full-time employees who are expected to work more than six months. Actual benefits may vary by appointment type or be prorated for other than full-time work (e.g. part-time); view the job posting for benefits details for job types other than full-time.*

**Note:** If the position offers benefits which differ from the following, the job posting should include the specific benefits.

### **Insurance Benefits**

Employees and their families are covered by medical (including vision), dental and basic life insurance. There are multiple medical plans with affordable monthly premiums that offer coverage throughout the state.

Staff are eligible to enroll each year in a medical flexible spending account which enables them to use tax-deferred dollars toward their health care expenses. Employees are also covered by basic life and long-term disability insurance, with the option to purchase additional coverage amounts.

To view premium rates, coverage choice in your area and how to enroll, please visit the [Public Employees Benefits](#)

Board (PEBB) website. The [Washington Wellness](#) program from the Health Care Authority works with PEBB to support our workplace [wellness programs](#).

[Dependent care assistance](#) allows the employee to save pre-tax dollars for a child or elder care expenses.

Other insurance coverage for auto, boat, home, and renter insurance is available through payroll deduction.

The [Washington State Employee Assistance Program](#) promotes the health and well-being of employees.

#### **Retirement and Deferred Compensation**

State Employees are members of the Washington Public Employees' Retirement System (PERS). New employees have the option of two employer contributed retirement programs. For additional information, check out the [Department of Retirement Systems](#)' web site.

Employees also have the ability to participate in the [Deferred Compensation Program \(DCP\)](#). This is a supplemental retirement savings program (similar to an IRA) that allows you control over the amount of pre-tax salary dollars you defer as well as the flexibility to choose between multiple investment options.

#### **Social Security**

All state employees are covered by the federal [Social Security](#) and Medicare systems. The state and the employee pay an equal amount into the system.

#### **Public Service Loan Forgiveness**

If you are employed by a government or not-for-profit organization, and meet the qualifying criteria, you may be eligible to receive student loan forgiveness under the [Public Service Loan Forgiveness Program](#).

#### **Holidays**

Full-time and part-time employees are entitled to paid holidays and one paid personal holiday per calendar year.

**Note:** Employees who are members of certain Unions may be entitled to additional personal leave day(s), please refer to position specific [Collective Bargaining Agreements](#) for more information.

Full-time employees who work full monthly schedules qualify for holiday compensation if they are employed before the holiday and are in pay status for at least 80 nonovertime hours during the month of the holiday; or for the entire work shift preceding the holiday.

Part-time employees who are in pay status during the month of the holiday qualify for the holiday on a pro-rata basis. Compensation for holidays (including personal holiday) will be proportionate to the number of hours in pay status in the month to that required for full-time employment, excluding all holiday hours. Pay status includes hours worked and time on paid leave.

#### **Sick Leave**

Full-time employees earn eight hours of sick leave per month. Overtime eligible employees who are in pay status for less than 80 hours per month, earn a monthly proportionate to the number of hours in pay status, in the month to that required for full-time employment. Overtime exempt employees who are in pay status for less than 80 hours per month do not earn a monthly accrual of sick leave.

Sick leave accruals for part-time employees will be proportionate to the number of hours in pay status, in the month to that required for full-time employment. Pay status includes hours worked, time on paid leave and paid holiday.

#### **Vacation (Annual Leave)**

Full-time employees accrue vacation leave at the rates specified in [WAC 357-31-165\(1\)](#) or the applicable collective bargaining agreement (CBA). Full-time employees who are in pay status for less than 80 nonovertime hours in a month do not earn a monthly accrual of vacation leave.

Part-time employees accrue vacation leave hours in accordance with [WAC 357-31-165\(1\)](#) or the applicable collective bargaining agreement (CBA) on a pro rata basis. Vacation leave accrual will be proportionate to the number of hours in pay status, in the month to that required for full-time employment.

Pay status includes hours worked, time on paid leave and paid holiday.

As provided in [WAC 357-58-175](#), an employer may authorize a lump-sum accrual of vacation leave or accelerate the vacation leave accrual rate to support the recruitment and/or retention of a candidate or employee for a Washington Management Service position. Vacation leave accrual rates may only be accelerated using the rates established WAC 357-31-165.

**Note:** Most agencies follow the civil service rules covering leave and holidays for **exempt** employees even though there is no requirement for them to do so. However, agencies are required to adhere to the applicable RCWs pertaining holidays and leave.

#### Military Leave

Washington State supports members of the armed forces with 21 days paid military leave per year.

#### Bereavement Leave

Most employees whose family member or household member dies, or for loss of pregnancy, are entitled to five (5) days of paid bereavement leave. In addition, the employer may approve other available leave types for the purpose of bereavement leave.

#### Additional Leave

[Leave Sharing](#)

[Parental Leave](#)

[Family and Medical Leave Act \(FMLA\)](#)

[Leave Without Pay](#)

Please visit the [State HR Website](#) for more detailed information regarding benefits.

Updated 07-21-2025

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#### Employer

State of Washington

#### Address

[View Job Posting for Agency Information](#)

[View Job Posting for Location, Washington, 98504](#)

#### Website

<http://www.careers.wa.gov>

#### Spatial Research Analyst (MA 4) Supplemental Questionnaire

##### \*QUESTION 1

In the space below, please write a formal cover letter describing your interest and how you meet the specific qualifications for this position.

##### \*QUESTION 2

How many years of post-high school equivalent formal education (including college-level coursework, technical and/or vocational education, and/or certification programs.) in these areas involves urban planning, geography, environmental sciences, engineering, political science, public administration/policy or related field do you have?

- Less than 1 year
- More than 1 year but less than 2 years
- More than 2 years but less than 3 years
- More than 3 years but less than 4 years
- More than 4 years but less than 5 years
- 5 or more years

#### \*QUESTION 3

How many years of professional-level experience in two or more of the following areas or work related to the position:

- ArcGIS focused on urban planning, land use planning, or geography
- Public policy administration related to land use policy
- Analytical and technical writing to a wide range of stakeholders including both internal and external audiences and elected officials

- Less than 1 year
- More than 1 year but less than 2 years
- More than 2 years but less than 3 years
- More than 3 years but less than 4 years
- More than 4 years but less than 5 years
- More than 5 years but less than 6 years
- More than 6 years but less than 7 years
- More than 7 years but less than 8 years
- 8 or more years

#### \*QUESTION 4

If you indicated you have experience noted above, please explain how, where and when you gained this knowledge and experience (must also be reflected in the work experience of your application). If you answered no, please type N/A in the text box below.]

#### \*QUESTION 5

Please provide a representative sample of an ArcGIS project or technical paper - links to a webpage are acceptable.

#### \*QUESTION 6

Please describe how you maintain a high level of proficiency in GIS technology by staying up to date with the latest tools, trends, and best practices.

#### \*QUESTION 7

Please describe how you meet the Desired Qualifications. If you do not, please type N/A in the text box below.

#### \*QUESTION 8

As a condition of employment, I understand and agree that I must reside in the state of Washington prior to or on the first day of state employment.

- Yes

No**\*QUESTION 9**

Are you a current or former employee of the state of Washington?

 Yes  
 No**\*QUESTION 10**

If you answered yes to the question above, what is the agency you are currently or formerly with? If you answered no, please type N/A.

**\*QUESTION 11**

Please select the option below that best indicates where you heard about this job opportunity.

- www.careers.wa.gov
- Aggregate job search website (Indeed.com, Simplyhired.com)
- Department of Commerce website
- Department of Commerce employee
- Social Media (LinkedIn, Facebook, Twitter)

\* Required Question