

Galena City School District

P.O. Box 299
Galena, Alaska 99741

Position Notice

March 27, 2026

Position Opening:

Galena – Resource Room Coordinator

Start Date:

August 10, 2026

Qualifications:

- High School diploma is required
- Demonstrated strong clerical skills
- School-based experience and understanding of instruction and needs of school-based staff, preferred
- Knowledge and basic understanding of the Science of Reading, preferred
- Positive interpersonal skills and knowledge of our local community, required

Job Goal:

The librarian position is responsible for the organization and maintenance of the library. The resource room coordinator must also assist families and personnel in locating and lending necessary materials within the library, and to aid all students in acquiring the skills needed to take full advantage of library resources.

Application Procedure:

Complete GCSD application on the Galena City School District website located at <https://www.gcsdk12.org/jobs>

Closing Date: Until filled

GALENA CITY SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER