

# **Galena City School District**

**P.O. Box 299  
Galena, Alaska 99741**

## **Position Notice**

September 19, 2025

### **Position Opening:**

Education Technology Specialist - Anchorage

### **Start Date:**

ASAP

### **Qualifications:**

- Relevant experience/certification/education in educational technology, instructional design, and/or classroom instruction with K-12 students, required
- Proficiency in Google applications, especially using Google Classroom as a Learning Management Systems (LMS) with students, required
- Experience leveraging technology to enhance and enrich classroom instruction, assessment, and management, required
- Exceptional communication skills, with the ability to convey complex technical information in an understandable manner, required
- Experience using digital tools accompanying classroom textbook and materials, required
- Experience in utilizing technology platforms and applications (e.g. Frontline Education) for school district operations, preferred
- Proficiency in Learning Management Systems (LMS) like Moodle, Blackboard, or Canvas, preferred

### **Job Goal:**

Manage all Educational Technology programs, applications, and digital curricula, including operations. Provide oversight of technical assistance to school staff and administrators in building-based learning facilities. Implement, maintain, and update the Educational Technology Program Plan in collaboration with building-based leadership. Coordinate technology applications through a close interface with appropriate administrators and established instructional goals.

### **Application Procedure:**

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

**Closing Date:**      Until filled

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