

# Galena City School District

P.O. Box 299  
Galena, Alaska 99741

## Position Notice

February 13, 2026

### **Position Opening:**

Database Coordinator, Anchorage, AK

### **Start Date:**

July 1, 2026

### **Qualifications:**

- High School Diploma or equivalent is required.
- Additional computer and/or certifications are preferred.
- At least 3 years of experience working with PowerSchool programming, SQL/Oracle database administration and administration of PowerSchool SIS / PowerSchool Enrollment / PowerSchool Special Programs, and PowerSchool Forms or equivalent.
- Knowledge of programming languages and software to include Microsoft Excel, Microsoft Azure, Oracle/SQL Database design. Familiarity with standard concepts, practices, and procedures with PowerSchool suite of software.
- Patience and empathy to enable working effectively alongside users with little or no SIS knowledge.

### **Job Goal:**

Assess needs, develop, test, and deploy computer programs utilizing specialized technical and business knowledge to enhance the use of the District Student Information System (SIS). Collaborate with users to define detailed requirements and system interfaces. Responsible for administration of the applications, interfaces, report configurations, servers serving the SIS and student information.

### **Application Procedure:**

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

### **Salary:**

DOE

### **Closing Date:**

Until Filled

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