GREATER PHILADELPHIA YMCA
CAREER OPPORTUNITY

POSITION: Database Administrator
SUPERVISOR: Information Technology Director
LOCATION: Association Office
STATUS: Full Time – Exempt

About the Greater Philadelphia YMCA:

Every team member at the Greater Philadelphia YMCA is guided by our principle of Connecting People to Healthier Lives. That connection with members and to each other is seen and felt across every department. As part of our team, you will have the opportunity to make a profound difference in a cause-driven organization, where social responsibility permeates the culture. As one of the largest YMCAs in the country, serving over 240,000 members and participants in 6 counties with 4,700 employees, we have the size and scope to make real and positive change in the communities we serve. This position supports the work of the YMCA, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility.

Position Purpose:

The Database Administrator is responsible to maintain the data integrity and security of the Greater Philadelphia YMCA databases and data systems. Provides guidance on data structure and ensures valid transformation between integrated systems. Participates in ensuring reliability, security, backup, recoverability, and performance of all data systems. Provides data administration to ensure data quality.

Works closely with Technology Team, Software vendors, and GPY Leadership to design, document, test, implement, and maintain integrated data environments that meets functionality, service level requirements and security standards. Participates in all IT projects, change management, risk assessment, and policy and procedure review and revision. Provides training and oversight of staff responsible for product and platform maintenance.

What you’ll do:

- Monitor and tune database performance.
- Participate in changes to implement new features, version and update releases; perform maintenance, load sandboxes, and scale system and cloud resources as necessary.
- Work with interdisciplinary teams and communicate effectively with managers, developers, and other workers.
- Participates in change and release management.
- Maintain a detailed understanding of the data model, structure and interactions between systems to ensure data integrity and to identify and resolve errors.
- Identifies database requirements by interviewing customers; analyzing department applications, programming, and operations; evaluating existing systems and designing proposed systems.
- Recommends solutions by defining database physical structure and functional capabilities, database security, data back-up, and recovery specifications.
- Installs revised or new systems by proposing specifications and flowcharts; recommending optimum access techniques; coordinating installation requirements.
What you need to succeed:
- Bachelor’s degree in Information Science or related field with a minimum of 3 years of experience in enterprise information technology and security or equivalent combination of education and experience.
- Strong knowledge of database technology – especially, SQL Server, Azure, AWS, and Salesforce
- Experience with Salesforce and Dell Boomi a plus.
- Strong knowledge of Data Security including handling of personal, sensitive, health, and highly confidential data.
- Demonstrated knowledge and experience with Powershell scripting.
- Has one or more of the following Certifications: MC SA or MC SE SQL Server 2016; MC: Azure Data Engineer Associate, AWS Associate or Professional, Dell Boomi Integration Architect, Salesforce Administrator,

Some benefits and perks of working at the Y:
Flexible work schedule, a free family membership, discounted programming, participation in the Y Retirement Fund, health and wellness benefits, and opportunities for continuing education and professional training and development.

How to apply:

Send your resume and cover letter to mark.morrison@philaymca.org.