

# THE CLASSIFIED ADS

**Deadlines:** Orders for regular classified advertisements must reach the ACRL office on or before the second of the month preceding publication of the issue (e.g., September 2 for the October issue). Should this date fall on a weekend or holiday, ads will be accepted on the next business day. Late job listings will be accepted on a space-available basis after the second of the month.

**Rates:** Classified advertisements are \$6.60 per line for institutions that are ACRL members, \$8.40 for others. Late job notices are \$15.95 per line for institutions that are ACRL members, \$18.95 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$295 to \$565 based upon size. Please call for sizes and rates.

**Guidelines:** For ads which list an application deadline, we suggest that date be no sooner than the 20th day of the month in which the notice appears (e.g., October 20 for the October issue). All job announcements should include a salary figure. Job announcements will be edited to exclude discriminatory references. Applicants should be aware that the terms faculty *rank* and *status* vary in meaning among institutions.

**Contact:** Classified advertising manager, *C&RL News* Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513; fax: (312) 280-7663 or (312) 280-2520; e-mail: U38398@UICVM.uic.edu.

**Policy:** ALA policy requires that organizations recruiting through ALA publications or placement services comply with ALA anti-discrimination policies. Policy 54.3 states that "ALA is committed to equality of opportunity for all library employees or applicants for employment, regardless of race, color, creed, sex, age, physical or mental handicap, individual lifestyle, or national origin." By advertising through ALA services, the organization agrees to comply with this policy.

## POSITIONS OPEN

**ASSOCIATE LIBRARIAN I, Reference Librarian.** The University of Maryland College Park Libraries invites applications for the position: Associate Librarian I, Reference Librarian, Hornbake Reference Services. Responsibilities: Provides general reference assistance; searching of machine-readable databases; planning and conducting group instruction in the use of library resources; preparation of bibliographic guides and instructional aids; selection of materials and other collection management functions in assigned fields; maintaining liaison with faculty. Qualifications: Required: ALA-accredited master's degree in Library Science. Ability to communicate effectively. Demonstrated strong public services orientation. Preferred: Reference experience; exposure to online database searching; experience in teaching or library instruction. Salary: \$22,177 minimum. Excellent benefits. For full consideration, submit resume and names/addresses of three references by March 1, 1993. Applications accepted until position is filled. Send resume to: Ray Foster, Personnel Librarian, Library Personnel Services, McKeldin Library, University of Maryland, College Park, MD 20742-7011 The University of Maryland is an affirmative action, equal opportunity employer. Minorities are encouraged to apply.

**AUTOMATION PROJECT COORDINATOR.** Holston Academic Libraries (HAL) is a consortium of four private academic libraries located in the southern Appalachian highlands of southwest Virginia and

northeast Tennessee. HAL seeks a coordinator to work closely with the libraries in implementing a shared, integrated system. This five-year automation project will include system enhancements with a variety of bibliographic and full-text databases. Duties: Oversight of retrospective conversion; involvement in system planning selection and installation; configuration of a telecommunication system; and development of a training program for all users. Qualifications: the MLS (ALA) and a minimum of five years of library automation experience with MARC formats and OCLC. The candidate must have experience with the implementation and operation of one or more integrated systems, including current awareness of software and hardware options. Academic library experience is preferred. Excellent interpersonal and communication skills together with a demonstrated service orientation will be necessary. Salary from \$40,000 with a benefit package that includes health insurance, retirement, vacation, and sick leave. The position is available immediately. Please send a letter of application, resume, and three current references. Applications will be received through March 31, 1993. For a full prospectus contact: Richard Trollinger, Holston Academic Libraries, c/o Emory & Henry College, Emory, VA 24237.

**CATALOGING COORDINATOR.** The Cataloging Coordinator will supervise all nonexempt staff (currently seven adaptive catalogers and one library assistant). Assist Team Leader with appropriate personnel matters. Oversee training in cataloging and authority control for new hires. Maintain quality control standards, production standards, and act as a resource person for solving complex authority and bibliographic problems. Contribute original/editing, cataloging, and authority work. Keep up-to-date with LC and OCLC policies and cataloging practices as well as with national and international trends in bibliographic control as these relate to authority control and database maintenance. Reports to the Cataloging Team Leader. Required qualifications: ALA-accredited MLS degree; several years' recent cataloging experience in a medium-sized academic or large-sized public library, including cataloging in at least three MARC formats other than books and assignment of Library of Congress classification and LCSH subject terms. Expert knowledge of AACR2 and familiarity with earlier cataloging codes. Familiarity with a bibliographic utility. Ability to work with material in foreign languages. Experience working with a local system. Supervisory experience; demonstrated skills in human relations and ability to work with many levels of staff in a rapidly changing environment. Excellent oral and written communications skills; demonstrated ability to write procedures and create appropriate documentation. Computer literate; experience with word processing and spreadsheets. Ability to read one foreign language. Preferred: Subject cataloging specialty in one or more of the following: agriculture, veterinary medicine, science, geography, and rare books. Experience with OCLC. Experience with an automated system having a cataloging module. Tenure-track position. Library faculty must meet university requirements for promotion and tenure. Twenty-four days annual leave, tuition remission, unusual benefits. Assistant or Associate Professor rank. Salary: \$30,000 minimum. Send letter of application, current resume, and names, addresses, and telephone numbers of recent references to: Jill Kealy, Human Resources, The University of Tennessee Libraries, 1015 Volunteer Boulevard, Knoxville, TN 37996-1000. Review of applications will begin March 15, 1993, and will continue until the position is filled. UTK is an EEO/AA/Title IX/Section 504/ADA employer.

**EDUCATION LIBRARIAN.** This probationary tenure-track position is responsible for the education collections in Memorial Library, including those in the Educational Resource Center, which supports the College of Education's pre-K to 12 plus teacher education programs. Serves as collection developer and liaison to the departments in the College of Education. Applicants must demonstrate the following: master's degree from an ALA-accredited library school; minimum of two years' professional experience in an academic library; undergraduate or graduate degree in an education field; experience in reference or bibliographic instruction; and good oral and written communication skills. Preference will be given to applicants who have demonstrated the following: earned a second master's degree in education; developed an education collection; worked in a comparable educational resource center; taught in an elementary or secondary school; worked with computerized information systems. Salary base for 168 duty days is between \$29,500 and \$35,857 depending upon experience. Additional compensation will be paid if more duty days are available. Completion of second subject master's degree is a requirement for tenure in this position. Memorial Library staff includes 25 librarians, 15 graduate assistants, 24 classified staff, and 180 student assistants. Its collection contains approximately 1 million bound volumes, 100,000 maps, and over 1 million microforms. Public

# DIRECTOR OF LIBRARIES

## Xavier University

Xavier University seeks nominations and applications for the position of Director of Libraries. Xavier is a Jesuit University servicing 6,500 graduate and undergraduate students. Xavier is a Jesuit university serving 6,500 graduate and undergraduate students. Xavier University Libraries, comprising McDonald Memorial Library, Lodge Curriculum Center, and Audio Visual Services, has an annual budget of \$1.4 million, a staff of 24, and a collection of 350,000 volumes, incorporating many electronic resources. The library implemented Innovative Interfaces automated integrated system in 1990.

The Director of Libraries administers all aspects of the university libraries; provides strong, creative leadership and vision for a service-oriented, forward-looking library; promotes the library and provides outreach services; understands and introduces appropriate new technologies; communicates well with library staff, faculty, and administration to assure the library plays an integral role in the curriculum. Reporting to the Vice President for Academic Affairs, the Director of Libraries must understand the library's role in a comprehensive liberal arts institution and the impact of new technologies on higher education and information resources.

**QUALIFICATIONS:** ALA-MLS; second master's degree preferred. Demonstrated leadership abilities, strong oral and written communication skills, and experience with new technologies and resource-sharing required. Significant academic library and management experience, with minimum of 10 years of progressive responsibility in libraries required. Successful experience working with library long-range planning and budget development and implementation also required. Grant writing experience. Letter applications should include a statement of the role of the academic library as we approach the 21st century.

Closing date for nominations and applications is March 15, 1993. Salary is competitive and commensurate with experience with a \$50,000 per year minimum. The position will be available **June 1, 1993**. Please send letters of nomination or application resumes and the names, addresses, and telephone numbers of five references to:

**Director of Libraries Search Committee  
Office of the Vice President of Academic Affairs  
Xavier University  
Cincinnati, OH 45207-3160**

*Xavier University is an affirmative action, equal opportunity employer.*

services are available approximately 100 hours per week during the academic year. Circulation exceeds 500,000 per year, and library attendance averages 24,000 per week. Memorial Library is home to MSUS/PALS, an integrated online library system which has over 3.5 million records in its bibliographic database and serves 55 public and private academic and state institution libraries in Minnesota and South Dakota. Online reference databases in the PALS system include BCL, ERIC, and IAC. Application from women, minorities, and all protected classes are encouraged. Applications must be post-marked by March 30, 1993. Apply to: Thomas M. Peischl, Dean of the Library, **Mankato State University**, MSU Box 19 - P.O. Box 8400, Mankato, MN 56002-8400.

**HEAD, BIBLIOGRAPHIC MAINTENANCE**, Kansas State University Libraries. The bibliographic maintenance unit supports the bibliographic control and database building activities for the Kansas State University Libraries integrated online catalog, LYNX, a NOTIS-based system. Responsibilities: Management and maintenance of the bibliographic database and authority file, oversees database maintenance performed throughout the libraries, including bibliographic, holdings, and item data addition and correction; oversees physical processing of materials; selecting, training, directing, and evaluating 5 paraprofessional staff. We are seeking a unit head with the vision and energy to take an active role in unit and department planning in a dynamic and challenging academic environment. Qualifications:

Required: MLS from an ALA-accredited library school; 2 years' experience in cataloging or catalog management in an automated environment using AACR2, LC subject headings and classification and MARC formats; familiarity with a bibliographic utility, preferably OCLC; knowledge of principles of authority control in an automated environment; demonstrated supervisory capabilities; excellent oral and written communications skills; ability to work effectively with all levels of staff. Desirable: Authority control experience using NOTIS. This person reports to the Chair of the Bibliographic Control Department, consisting of 7 librarians and 14 support staff. Salary: \$24,000-26,000 for a twelve-month appointment. Vacation of 22 working days and excellent benefits. Librarians at KSU Libraries have faculty status and may earn tenure. A 28 million dollar expansion/renovation of the Libraries is underway. Manhattan is a community of 45,000 situated in the rolling Flint Hills with a very moderate cost of living. Review of applications will begin February 15. Send letter of application, resume, names, addresses, and phone numbers of three references to: M. Jean McDonald, Administrative Services, **Kansas State University Libraries**, Manhattan, KS 66506. KSU is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

**HEAD OF PUBLIC SERVICES**, Penn State Harrisburg is seeking an innovative, service-oriented librarian to help develop the service and staffing infrastructure for its planned library of the future. Responsibil-

ties include: Providing leadership in the enhancement of traditional and electronic information services; supervision of library faculty and staff in reference, interlibrary loan, circulation, and periodicals; development and training of faculty and staff in the electronic information technologies; participation in reference, collection development, bibliographic instruction, online searching, and CD-ROM service provision; development of outreach services for business, industry, state government, non-profit institutions, and the general population of South Central Pennsylvania. Qualifications: MLS from ALA-accredited program; at least 5 years of professional experience, including 2 years of supervisory experience in public services; understanding of the evolving information environment in academic libraries and scholarly communication; evidence of innovation in public services delivery; excellent oral, written, and interpersonal communications skills; evidence of significant scholarly and professional contributions and potential. Additional advanced degree desirable. Salary and rank: Dependent on qualifications, minimum \$35,000. Tenure-track position. Benefits include liberal vacation, excellent insurance packages, state, or TIAA/CREF retirement options, and educational privileges. Formal review of applications will begin March 15, 1993, but applications will be accepted until the position is filled. Applicants should submit letter of application, resume, and names, addresses, and phone numbers of at least three references to: Chair, Head of Public Services Search Committee, c/o Ms. Sandra Jackson, Box CRLN, Penn State Harrisburg, 777 West Harrisburg Pike, Middletown, PA 17057-4898. An affirmative action, equal opportunity employer. Women and minorities are encouraged to apply.

**HISTORY BIBLIOGRAPHER/REFERENCE LIBRARIAN.** Requirements: MLS (ALA-accredited). Minimum of 2 years' academic library experience in public services and/or collection development in the humanities or social sciences. Desired qualifications: Advanced degree in the humanities or social sciences, preferably a Ph.D. in History. Demonstrated ability to function well in an intellectually challenging environment providing services and collections for research-oriented students and faculty. Demonstrated ability to work effectively with colleagues in a common enterprise. Familiarity with traditional reference sources and with the technology required for effective public services. Responsibilities: Works closely with teaching faculty and library staff to develop and maintain the collection in history (and other subjects depending on candidate qualifications and library needs). Participates in general and specialized reference services, in user instruction, and in planning for public services and collection development. Reports to the Humanities, Social Science, and Education Librarian and must meet Purdue University requirements (excellence in librarianship, research, and service) for tenure and promotion. Salary: \$26,000 and up depending upon qualifications. Status and Benefits: Faculty status and responsibilities. Twelve-month appointment with annual vacation of 22 days. Flexible benefit programs are in effect as are TIAA-CREF retirement and social security coverage. Application process: Send statement of interest, resume, list of references to: Thomas L. Haworth, Personnel Officer, Purdue University Libraries, 1530 Stewart Center, West Lafayette, IN 47907-1530. Review of applications will commence March 1, 1993, and continue until position is filled. Equal opportunity, affirmative action employer.

**HUMAN RESOURCES AND ORGANIZATIONAL DEVELOPMENT OFFICER** University of Minnesota Libraries—Twin Cities Campus. Reporting to the University Librarian, the Human Resources and Organizational Development Officer is responsible for the leadership and management of personnel, staff development, training, and other organizational development functions within the Libraries and for liaison with the University's Office for Human Resources. Also included are responsibilities for affirmative action and equal employment opportunity, coordination of Total Quality Management programs, and supervision of the Libraries' Personnel Office. The University of Minnesota—Twin Cities Campus library system consists of four major libraries (St. Paul Central Library, Walter Library, Bio-Medical Library, and Wilson Library) and eleven branch libraries. They contain 4,761,630 catalog volumes, 3,308,038 microforms, and subscriptions to 42,304 serials. The Libraries provide more than 2,600 hours of service per week and serve as the state's major research library. The Libraries have a full-time staff of 332 (114 Faculty/Professional/Administrative and 218 Civil Service/AFSME employees). Qualifications: Requirements for this position include a MLS degree from an ALA-accredited program (or foreign equivalent), at least 3 years of supervisory experience in a large academic library, demonstration organizational and leadership abilities, demonstrated skills in written and oral communication and interpersonal relations, and an under-

standing of the human resources function in a major research library, ability to work with all categories of staff (student assistants, support staff, and academic staff), a commitment to staff diversity at all levels, and an understanding of current issues/trends in the organizational development and personnel areas. At least two years' experience in a human resources environment desired. Appointment: This appointment will be in the Academic Administrative series and will be for a fixed term (three years) which is renewable. Minimum annual salary is \$45,000. Salary is competitive and will depend on experience and qualifications. Application Process: Submit a current resume and names, addresses, and phone numbers of three people willing to serve as reference. Submit a brief statement describing your accomplishments related to organizational development and the management of human resources in libraries. Also, include a brief statement describing your efforts/accomplishments at promoting diversity within the workforce of organizations where you have been employed. Send to Linda DeBeau-Melting, Libraries Personnel Office, 453 Wilson Library, 309 Nineteenth Ave. So., Minneapolis, MN 55455. Applications must be postmarked by March 15, 1993. Please identify applications with UI.#18. The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran, or sexual orientation.

## Salary guide

Listed below are the latest minimum starting figures recommended by state library associations and the North Carolina State Library for Professional library posts in these states. These recommendations are intended for governmental agencies that employ librarians. The recommendations are advisory only, and ALA has not adopted recommendations for minimum salaries. For information on librarian salaries, job seekers, and employers should consider these recommended minimums, as well as other salary surveys (such as the survey in the October 15, 1989, issue of *Library Journal*, the *ALA Survey of Librarian Salaries*, the annual *ARL Salary Survey*, or the annual *CUPA Administrative Compensation Survey*) when evaluating professional vacancies. For more information, contact the ALA Office for Library Personnel Resources.

<b>Connecticut</b>	\$28,900
<b>Delaware</b>	\$22,500+
<b>Illinois</b>	\$26,200#
<b>Indiana</b>	varies*
<b>Iowa</b>	\$21,588
<b>Louisiana</b>	\$22,000
<b>Maine</b>	varies*
<b>Massachusetts</b>	\$27,554*
<b>New Jersey</b>	\$24,200
<b>New York</b>	varies*
<b>North Carolina</b>	\$22,491
<b>Ohio</b>	\$25,198+
<b>Pennsylvania</b>	\$23,700*
<b>Rhode Island</b>	\$26,500
<b>South Carolina</b>	varies*
<b>South Dakota</b>	\$20,000
<b>Texas</b>	\$25,000
<b>Vermont</b>	\$22,500
<b>West Virginia</b>	\$22,000
<b>Wisconsin</b>	\$25,830

\*Rather than establish one statewide salary minimum, some state associations have adopted a formula based on such variables as comparable salaries for public school teachers in each community or the grade level of a professional librarian post. In these cases, you may wish to contact the state association for minimum salary information.

+Salary minimums for public librarians only.

#Option for local formula



## PEPPERDINE UNIVERSITY

Malibu, California

### Director of Libraries

Pepperdine University invites nominations and applications for the position of Director of Libraries. This is the chief administrative officer of the University library system serving Seaver College of Letters, Arts, and Sciences; the Graduate School of Education and Psychology; and the School of Business and Management. The system consists of the central library in Malibu, and libraries at centers in Culver City, Long Beach, Irvine, and Encino, as well as the University's Educational Media Center. The libraries hold a total of over 522,000 volumes in books and microforms and 2,000 periodical titles. The libraries are totally automated, using the Virginia Tech Library System, and have a growing network of informational databases.

The Director of Libraries reports directly to the Provost, and assumes responsibility for the leadership and direction of all library operations, development and enhancement of collections and services, budgeting, and long-range planning.

A master's degree from an ALA-accredited school of library and/or information science is essential, and a second master's or doctorate in an appropriate field is desirable. Special qualifications for the position include evidence of successful managerial skills in library administration, knowledge and experience with electronic information retrieval systems and new library technologies, effective communication skills and relationships with library staff, students, faculty, and administration, and commitment to the mission of the University. The appointment will begin August 1, 1993. Salary and benefits are competitive.

Pepperdine University enrolls over 7,500 students in its four colleges. The University is an independent Christian university affiliated with the Churches of Christ. The governing authority is vested in a self-perpetuating Board of Regents.

Applications should include a letter of interest, resume, and the names, addresses, and telephone numbers of three references. Applications and nominations should be submitted to:

Pepperdine University  
Office of the Provost  
Malibu, CA 90263

The review of applications will begin on February 15, 1993, and continue until the position is filled.

*Pepperdine University is an equal opportunity employer.*

# LIBRARIAN FOR THE SOCIAL SCIENCES

## Yale University Library

The Librarian for the Social Sciences is responsible for the overall administration and development of the Social Science Library, including the Economic Growth Center collection, the Government Documents Center, and the Statistics Department Library. The Librarian provides leadership in planning and directing dynamic collection management and service programs for the Library involving a total staff of 7 professional librarians, 15.5 support staff, student assistants, and a programmer. The Librarian will play an important leadership role in configuring effective library and information services and collections for the social sciences at Yale University in the future. The Librarian facilitates effective use of information in electronic formats by faculty and students and contributes to the Yale Library system's ability to incorporate and disseminate information in electronic form.

**QUALIFICATIONS:** MLS degree from an ALA-accredited library school or an equivalent advanced degree. Strong background in the social sciences, including a graduate degree, preferred. Demonstrated administrative experience and achievement in budgeting and planning, personnel management, and organizational leadership in an academic or research library. At least eight or more years of professional experience. Strong commitment to active, innovative public service and to professional staff development. Evidence of technological sophistication and experience with electronic publications and services required. Effective oral and written communication skills. Demonstrated interpersonal skills, including an ability to work effectively with faculty, staff, students, and administrators in a complex and changing environment. Salary from \$42,300 based on the successful candidate's qualifications and experience. Full benefits package including 22 vacation days and 17 holiday, recess, and personal days; and comprehensive health care, TIAA/CREF, or Yale retirement.

Please send letter of application, resume, and the names of three references to:

**Diane Y. Turner**  
**Director of Library Personnel Services**  
**Sterling Memorial Library**  
**P.O. Box 1603A Yale Station**  
**New Haven, CT 07520**

Applications received by **March 12, 1993**, will be given first consideration; applications will be accepted until the position is filled.

*Yale University is an equal opportunity, affirmative action employer.*

**INFORMATION SPECIALIST.** The Charles A. Dana Medical Library, University of Vermont, invites applications for the early career position of Information Specialist. The Dana Medical Library, the only academic health sciences library in Vermont, provides information services to the College of Medicine and the Schools of Nursing and Allied Health Sciences, as well as the Medical Center Hospital of Vermont, the University Health Center, and outreach services to hospitals and unaffiliated health care practitioners throughout the state. Working within a matrix management/academic model structure, the Information Specialist reports to the Director of the Dana Library and participates in the coordination of educational programs and services. As part of a team of Information Specialists, the incumbent also participates in collection development and the provision of reference services and bibliographic instruction. Some evening coverage of the Reference Desk is required. Required qualifications are: An ALA-accredited MLS; one year experience in a health sciences library or an academic background in the health sciences or equivalent combination; willingness to work on a collegial level with other library faculty; ability to work in a demanding and rapidly changing environment; and excellent verbal and written communications skills. Desired qualifications include some experience in database searching, reference services, and teaching/bibliographic instruction. Appointment is at the rank of Library Instructor or Assistant Professor (non-tenure-track). Minimum salary: \$24,000, depending on qualifications, with excellent fringe benefits. Position open July 1, 1993. Applications received by March 31, 1993, will receive first consideration. Send

letter of application, resume, and the names, addresses, and phone numbers of 3 professional references, and/or placement file and library graduate school transcripts to: Robert J. Sekerak, Chair, Search Committee, Charles A. Dana Medical Library, University of Vermont, Burlington, VT 05405-0068. Women and people from diverse racial, ethnic, and cultural backgrounds are encouraged to apply. EOE/AA.

**INFORMATION TECHNOLOGY/REFERENCE LIBRARIAN.** Gustavus Adolphus College seeks a librarian for a three-year appointment. Full-time (9 months) faculty position beginning September 1, 1993. Responsibility to coordinate public services computing efforts, provide options on information technology, and work with others in reference, bibliographic instruction, and cataloging Scandinavian materials. ALA/MLS required. Additional graduate degree preferred and familiarity with a Scandinavian language, preferably Swedish, helpful. Must have excellent interpersonal skills and be knowledgeable in the educational applications of computer technology, especially the use of electronic resources within the library and throughout networks. Salary and rank at existing scale. Minimum \$27,135. Send resume, three letters of recommendation, and complete transcript by mail to Michael Haeuser, Head Librarian, Gustavus Adolphus College, St. Peter, MN 56082. Applications will be accepted until March 1. It is the policy and practice of Gustavus Adolphus College to provide equal educational and employment opportunities for all. We specifically encourage applications from women, minorities, and persons with disabilities.

## HEAD, INFORMATION AND ONLINE SERVICES

### University of California, San Francisco

The University of California San Francisco Library and Center for Knowledge Management seeks applicants from, and nominations of, innovative and experienced individuals for appointment as Head of Information and Online Services. UCSF is a health sciences university; the schools of Dentistry, Medicine, Nursing, and Pharmacy and the Graduate Division award advanced professional and research degrees in the basic, natural, and behavioral sciences related to health.

The Library is embarking upon the development of innovative programs that will more effectively integrate it into the scientific communication and education processes, position it as a focal point on campus for knowledge-based applications of information technology, and establish its leadership in the development of knowledge-based tools. To reflect and implement this new programmatic focus, there are three major divisions: 1) Information Resources & Services, responsible for storage and retrieval and information transfer functions, including collection management and processing, circulation, public information services, document distribution, and special collections; 2) Center for Knowledge Management, which will share responsibility for information transfer functions, engage in software engineering to build useful knowledge-based tools for the health sciences, and develop education, training, and research programs which will integrate the effective use of electronic information into the curriculum; and 3) Interactive Learning Laboratory, which will design, plan, and coordinate a health sciences informatics curriculum in collaboration with each of the campus's schools, and coordinate the bibliographic instruction component.

Information and Online Services is a unit of the Information Resources & Services division. The head of this unit will be responsible for planning, evaluating, and overseeing the daily operations of information, reference, online search, interlibrary loan, and document delivery services. Specific responsibilities include: supervision of support and professional staff who deliver reference and online services; leadership in the application and evaluation of technologies for service delivery; evaluation and implementation of rapid, efficient delivery mechanisms for the distribution of documents to the UCSF and UC communities; development of the paper and electronic reference collections; planning and evaluation of information services and programs; and participation in the library's instructional program. The Head of Information and Online Services is expected to work closely with faculty and students in the development and evaluation of information programs and services.

**QUALIFICATIONS INCLUDE:** the master's degree in library or information science from an ALA-accredited institution; a demonstrated record of substantial and successful experience in providing information services in an academic health sciences environment, particularly reference and online services; evidence of strong administrative and leadership skills, including competence in planning and organizing services and directing staff; superior communications and interpersonal skills; and a strong commitment to excellence in service. For appointment at the rank of Librarian, the successful candidate will also be expected to possess a record of active professional involvement and significant contributions to the field of health sciences librarianship.

Appointment will be to the Librarian series, at the rank of Librarian (salary at appointment normally within the range \$47,124 - \$53,856). This is an academic position. Retention and advancement are predicated on professional competence and quality of service within, and professional activity outside, the library; on research and other creative activity, including teaching and publication; and on university and public service. Application deadline: open until filled. Address letters of application with resume, and the names of three references, to:

**Kenneth R. Weeks, Manager  
Human Resources  
UCSF Library  
San Francisco, CA 94143-0840**

*EOE/AA*

## MANUSCRIPT UNIT HEAD

### Beinecke Rare Book and Manuscript Library Yale University

Minimum Rank LIII. Responsible for the administration, planning, evaluation, and staffing of the manuscript unit, including processing, cataloging, retrospective conversion, conservation, and preservation. Supervises a staff of Archivists, Archives Assistants, students, and project personnel. Qualifications: MLS from an ALA-accredited library school; strong knowledge of English and American literature and history; broad knowledge in the humanities. Additional advanced degree desirable. Knowledge of foreign language(s). five years' professional experience of increasing responsibility in an academic or research library, indicative of managerial ability. Supervisory experience highly desirable. Extensive experience processing and cataloging manuscript and special collections materials. Knowledge of AACRII, APPM, MARC formats, and the Library of Congress rule interpretations, subject cataloging, and authority control practices. Familiarity with NOTIS, RLIN, and automated bibliographic and management information systems desirable. Knowledge of preservation and conservation methods and practices. Effective oral and written communication skills, analytical skills, and problem solving. Ability to work cooperatively in a demanding and rapidly changing environment. Understanding of current developments in university libraries.

Salary from a minimum of \$35,600 dependent upon qualifications and experience. Benefits include 22 days vacation; 17 holiday, recess, and personal days, and health care. Applications received by **February 26, 1993**, will be given first consideration.

Please send letter of application, resume, and names of 3 references to:

**Diane Y. Turner**  
**Director, Library Personnel Services**  
**Yale University Library**  
**Box 1603A Yale Station**  
**New Haven, CT 06520**

EEO/AA

**LIBRARIAN.** Chairperson of Library Resources for Spring Arbor College, a private Christian liberal arts college. The chairperson coordinates personnel, policy, and budget; guides strategic planning; promotes library interests among faculty and administration; and participates in reference service and collection development. Requirements: ALA-accredited MLS; minimum five years' library experience, including two years in administration; commitment to Christian higher education. Other qualifications: Commitment to participatory management style, appreciation of non-traditional education; strong customer-service orientation. Notes on Spring Arbor College: Spring Arbor College is a private, four-year, Christian liberal arts college located in south-central Michigan. The college is accredited by the North Central Association of Colleges and offers an academic program within a rural community eight miles from the city of Jackson. Spring Arbor College was founded in 1873 by the leaders of the Free Methodist Church and continues to be affiliated with this denomination. The college's enrollment numbers approximately 1400, of which about 750 are at the central campus. Spring Arbor College also offers degree programs at six other centers in Michigan. Most students come from Michigan with several other states and foreign countries represented as well. The college is non-sectarian in its admission policies, although the programs of the college are set within a distinctively Christian context. The Spring Arbor College Concept: The Spring Arbor College Concept is the philosophical base of the entire curriculum: The Concept speaks of a unique idea and ideal for the Christian Liberal Arts college. It calls for a community of learners who are distinguished by their serious involvement in the study of the liberal arts, their total commitment to Jesus Christ as a perspective for learning, and their critical participation in the affairs of the contemporary world. It demands a design that shapes a curriculum, builds a campus, and develops a climate for learning. The integration of faith, learning, and living is a continuing goal of Spring Arbor College which

makes it a unique educational institution. The purpose of the college is to educate the whole person. Spring Arbor strives to help its students develop into mature Christian men and women who are equipped to meet all of life with confidence. Persons are sought for faculty positions who are in accord with the Concept as stated above and who are personally committed to the biblical Christian faith. Faculty status; minimum salary \$28,000. This position is open until filled; priority will be given to applications received by February 28, 1993. Send letter of application; resume; names, addresses, phone numbers of three references; and one-page statement describing personal commitment to Christian higher education to: David J. Burns, Librarian, **Spring Arbor College**, Spring Arbor, MI 49283.

**LIBRARIAN I.** Bibliographer. The University of Maryland College Park Libraries invites applications for the position: Librarian I, Bibliographer, Collection Mgmt. & Special Collections Division. Responsibilities: To provide direct support for campus curricula, teaching and research in developing library collections in: Business, Economics, Law, Criminal Justice, and Geography. Nature of collection management work includes: selection of library materials, analysis of collections for strengths and weaknesses; formulation and application of collection policies; monitoring of expenditures; developing and maintaining close working relationships with faculty and other users, with the book trade, and with other library staff; coordinates collection management activities of selectors in allied disciplines. Qualifications: ALA-accredited master's degree in Library Science. Graduate degree in business or the social sciences. Working knowledge of one of the following languages: French, German, Italian, Russian, or Spanish. Experience: Required: Minimum three years' experience in collection development. Preferred: Collection development experience in an ARL Library, including collection analysis, collection development policy formulation and application; work experience in

## **COORDINATOR, HEALTH SCIENCES LIBRARIES & HEAD LIBRARIAN**

**Taubman Medical Library  
The University of Michigan**

**DUTIES:** The University of Michigan Library seeks creative and innovative librarians as applicants for the position of Head Librarian in the Alfred Taubman Medical Library and Coordinator of the Health Sciences Libraries. This position provides leadership and direction for an array of collections and services across three health sciences libraries--Alfred Taubman Medical Library serving the Schools of Medicine, Nursing, and Pharmacy and the University Hospital and the libraries of the schools of Dentistry and Public Health.

These three libraries function in a rich resource environment. The university library system currently holds over 6.7 million volumes, and over 70,000 periodicals and serials are received. Within the health sciences libraries there are 432,108 volumes, 4,591 serials, and 27 FTE staff, with 18 FTE student assistants. The current campus network services include the library's online catalog with over 3 million records, UM-MEDLINE, and 8 other databases. UM-MEDLINE can be searched by over 1,100 public access microcomputers on campus plus 3,000 more access the network from various offices and labs in the health sciences.

The successful candidate will provide focus on information technology and leadership in development of electronic information services into the 21st century. Michigan is one of a handful of universities which has been funded to pursue IAIMS initiatives, and the successful candidate for this position will provide critical direction in this effort. A major thrust is underway in the area of medical informatics and in establishment of library support of the new medical curriculum. Close consultation with the primary clientele of the libraries will be essential in the continuing development of research and clinical support to the departments and schools served. New approaches to service delivery will be expected.

This position reports functionally to the Assistant Director for Public Services of the University Library and will work directly as appropriate with the Dean of the Medical School and other departments and schools served as well as the Dean of the University Library.

**QUALIFICATIONS:** Required: MLS degree from an ALA-accredited library school and 5 years of administrative experience including work in a research, medical, and/or biomedical library serving similar clientele. Evidence of innovative leadership. Ability to translate vision into action. Experience with relevant information technology is essential. Familiarity with issues, trends, and operational needs of research libraries. Excellent interpersonal skills and ability to relate to wide variety of people. Demonstrated organizational, analytical, and communication (both written and oral) skills.

**SALARY & LEAVE:** Minimum salary of \$50,000 depending on previous relevant experience; 24 working days of vacation a year; 15 days of sick leave a year with provisions for extended benefits.

**APPLY TO:**

**Lucy R. Cohen, Manager  
Library Personnel Office  
404 Hatcher Graduate Library North  
University of Michigan  
Ann Arbor, MI 48109-1205**

**APPLICATION DEADLINE:** Applications received by **March 1, 1993**, will be given first consideration.

*The University of Michigan is a non-discriminatory, affirmative action employer.*



# HEAD OF TECHNICAL SERVICES AND SYSTEMS

## Melvin J. Zahnow Library Saginaw Valley State University

Saginaw Valley State University, a dynamic and growing four-year public university of 6000+ students located in the Tri-Cities area, is seeking applicants for the position of Head of Technical Services and Systems. The library is host institution for the Valley Library Consortium, a group of 14 libraries sharing a Dynix system.

**RESPONSIBILITIES:** This position is responsible for all facets of the management of the Technical Services Department, the ongoing management of Dynix at SVSU, and overall coordination of library automation activities. Duties include the development of policies and procedures, planning and implementation of an acquisitions system, responsibility for the materials budget, and the supervision of acquisitions, cataloging, and physical processing. Participates in collection development. Minimal Reference Desk and occasional Bibliographic Instruction duties can be expected. This position reports to the Director of the Library.

**QUALIFICATIONS:** MLS from an ALA-accredited library science program. Four years of experience with progressively increasing responsibilities in Technical Services or Systems. Familiarity with AACR2, OCLC, or other utility and the automated library environment. Experience with Dynix desirable. Excellent interpersonal, written, and oral communication skills. Good problem-solving and organizational skills.

**SALARY/BENEFITS:** Minimum salary \$38,000. Excellent benefits including vacation, sick leave, and TIAA/CREF retirement.

**APPLICATION DEADLINE:** The position is available **July 1, 1993**. Applications will be received until the position is filled. Send letter of application, resume, and 3 references to:

**Larry Fitzpatrick**  
**Director of Personnel**  
**Saginaw Valley State University**  
**2250 Pierce Rd.**  
**University Center, MI 48710**

EOE/AA

dealing with the book trade; demonstrated ability to deal successfully with a broad range of library functions; ability to interact effectively with library staff and diverse clientele, and ability to communicate effectively in oral and written form. Salary: \$29,702. Salary commensurate with experience. Excellent benefits. For full consideration, submit resume and names/addresses of three references by March 1, 1993. Applications accepted until position is filled. Send resume to: Ray Foster, Personnel Librarian, Library Personnel Services, McKeldin Library, **University of Maryland**, College Park, MD 20742-7011. The University of Maryland is an affirmative action, equal opportunity employer. Minorities are encouraged to apply.

**LIBRARIAN/MUSIC SPECIALIST**, East Carolina University, Joyner Library. Responsibilities: Under the direction of the Head of the Music Library, participates fully in all aspects of the branch library operation including general library supervision (some evening and weekend duties on a rotating schedule), bibliographic instruction, online database and CD-ROM searching. Serves as liaison with the music cataloger in the main library, as well as participates in branch library automation projects. Shares in the supervision of student and graduate assistants. The Music Library, located in the School of Music, is staffed by 2 professionals, 3 support staff, and student assistants. Qualifications: ALA-accredited MLS (required); advanced degree in music, or substantial progress toward the same; working knowledge of modern European languages, experience with national bibliographic utility, MARC music formats, and automated library systems. Familiarity with online database searching and computer applications in music materials preferred. Twelve-month tenure-track faculty posi-

tion with appointment at the rank of Assistant Professor. Salary \$23,000 minimum, depending on qualifications and experience. Professional achievement, service, and research/creative activity are required for tenure and promotion. East Carolina University's libraries serve a campus community of over 17,000 students and 1,300 faculty. The university is a constituent institution of the sixteen-campus University of North Carolina System. Screening will begin April 15, 1993, and continue until the position is filled. Send letter of application, resume, copies of transcripts, and three current letters of reference to: Librarian/Music Specialist Search Committee, Mrs. Pat Elks, Administrative Assistant, Joyner Library, **East Carolina University**, Greenville, NC 27858-4353. Official transcripts from each college or university attended will be required prior to any offer of employment. An equal opportunity, affirmative action employer. Applicants must comply with the Immigration Reform and Control Act.

**ORIGINAL CATALOGER**. The Original Cataloger will contribute AACR2 original cataloging and name, series, and subject authority work for books and non-print material in all subject areas. Assign Library of Congress classification numbers and Library of Congress subject heading terms to material having OCLC copy but lacking this information. Serve as primary cataloger for music materials (up to 40% of cataloging activity). Act as a resource person for solving complex authority and bibliographic problems. Keep up-to-date with LC and OCLC policies and cataloging practices. Reports to the Cataloging Team Leader. Required qualifications: ALA-accredited MLS degree; knowledge of Library of Congress classification and LCSH subjects. Knowledge of AACR2 and familiarity with earlier cataloging codes. Knowledge of MARC formats, particularly scores and sound recordings. Familiarity

## Bapst Art Librarian

Boston College Libraries invite nominations and applications for a newly created position of Bapst Art Librarian. Bapst Library will be converted to house the University's holdings in art as of summer 1993, in conjunction with the move of the Fine Arts faculty to main campus and the opening of the Boston College Art Museum. The Bapst Art Librarian will serve as faculty liaison and bibliographer for the Fine Arts and will be responsible for all Bapst resources and services including budget, facilities, and management of five full-time staff and student assistants. The new Librarian will coordinate art collection development and instructional programs with humanities bibliographers in the main library, provide reference services in Bapst, and participate actively in library-wide and campus committees. The position reports to the Senior Associate University Librarian.

The successful candidate will have an ALA accredited MLS with at least 3 years' relevant experience including collection development in the Fine Arts, bibliographic instruction, management of staff and budgets. A subject background in the Fine Arts is desired, demonstrated ability to work successfully with faculty, students, and peers in a cooperative, participatory environment is essential.

Boston College, a Jesuit University of 14,500 students, is committed to the ideal of excellence and service to others.

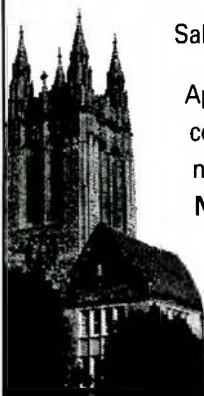
Benefits include 22 days' vacation, tuition remission, and a wide range of insurance programs.

Salary range: \$35,300 to \$44,100 depending upon qualifications.

Applications received before March 1, 1993 will receive first consideration. To apply, send a resume and cover letter with names and phone numbers of three references to: **Bonnie Newton, Personnel Officer, Department of Human Resources, Boston College, Chestnut Hill, MA 02167.** An Equal Opportunity/Affirmative Action Employer.

**BOSTON COLLEGE**

A Jesuit University



# DEAN OF UNIVERSITY OF LIBRARIES

## WESTERN MICHIGAN UNIVERSITY

### Kalamazoo, Michigan

**THE UNIVERSITY:** Western Michigan University (WMU) is a Carnegie Doctoral I university with an enrollment of 27,000 students, 25% at the graduate level. Six colleges employ 750 faculty members.

**THE LIBRARIES:** The University Libraries house more than 2.8 million items and is the largest library system in West Michigan and the fourth largest academic library system in the state. The new Waldo Library is at its center with four specialized branches: the Education Library, Maybec Music and Dance Library, the Physical Science Library, and the Archives and Regional History Collections. A state-of-the-art online information systems enhances the services provided and enables support to a regional network of public and school libraries. The library staff includes 21 faculty librarians, 60 support staff, and 175 part-time student employees and has an annual operating budget of \$6 million.

**THE POSITION:** The Dean of University Libraries is responsible for the operation and development of the WMU Libraries and reports to the Provost. The Dean plans, organizes, directs, reviews, and evaluates all library functions and integrates library services with the instructional and research programs of the University both on and off campus.

**QUALIFICATIONS:** A doctorate is preferred and a master's degree from an ALA-accredited program is required; demonstrated leadership and management skills including personnel, planning, and budgeting; the ability to work collegially and productively with library staff, faculty, and administration; strong interpersonal skills.

**PROCEDURES:** Screening begins on **February 26, 1993**. The position is available in July, 1993. A statement of interest; current resume; and the names, positions, and telephone numbers of five references should be sent to the University's consultants:

**Paula Carabelli, Principal  
Korn/Ferry International  
1800 Century Park East, Suite 900  
Los Angeles, CA 90067  
(310) 552-1834  
Fax: (310) 553-6452**

*WMU is an equal opportunity employer and encourages qualified women and members of minority groups to apply.*

with a bibliographic utility. Ability to work with material in foreign languages. Bachelor's degree in Music or Music Education. Excellent oral and written communications skills. Ability to read one foreign language. Computer literate; experience with word processing and spreadsheets. Preferred: Preference will be given to applicants with the following credentials: Master's degree in Music or several years' recent cataloging experience. Experience with OCLC. Experience with an automated system having a cataloging module. Tenure-track position. Library faculty must meet university requirements for promotion and tenure. Twenty-four days annual leave, tuition remission, usual benefits. Assistant or Associate Professor rank. Salary: Assistant Professor: \$25,000 minimum; Associate Professor: \$30,000. Send letter of application, current resume, and names, addresses, and telephone numbers of recent references to: Jill Keally, Human Resources, **The University of Tennessee Libraries**, 1015 Volunteer Blvd., Knoxville, TN 37996-1000. Review of applications will begin March 15, 1993, and will continue until the position is filled. UTK is an EOE/AA/Title IX/Section 504/ADA employer.

**REFERENCE LIBRARIAN.** Position: 1) Proposed appointment: Assistant/ Associate Librarian (depending on qualifications). 2) Anticipated date of appointment: July 1, 1993, or as soon thereafter as possible. 3) Salary range: \$36,468-\$55,488. Placement on the salary schedule depends on academic preparation and professional experience. 4) Benefits: An attractive package of fringe benefits valued at approximately 30% of gross salary in addition to base salary. Responsibilities:

This is will be a full-time, permanent, twelve-month appointment in the Library's Reference Department. Approximately half of the time will be at the Reference Desk, including one night per week plus 4-5 weekends per semester. Additional responsibilities include preparing bibliographies, giving library instruction, assisting patrons in the use of electronic resources, and coordinating either the Library's Multicultural Program or reference services to the University's science departments. Qualifications: 1) Academic preparation: The minimum requirement for appointment to a faculty position is an ALA-accredited MLS (or its equivalent). An academic background in science or multicultural studies is desirable. 2) Professional experience: Reference experience in an academic library is desirable. Knowledge of and experience in searching electronic resource sources is desirable. Preference will be given to candidates with multicultural resource experience or a science background. Strong preference will be given to candidates with the ability to relate to an ethnically diverse student population. Applications: Correspondence, applications, and confidential papers should be sent to: William F. Heinlen, Search Committee Chair, Henry Madden Library Administrative Office, **California State University, Fresno**, 5200 N. Barton, Fresno, CA 93740-0034. Phone: (209) 278-2403. Filing deadline: To ensure full consideration, applicants are encouraged to have all application information on file by April 9, 1993.

**REFERENCE LIBRARIAN** for dynamic, service-oriented program of humanities and social sciences reference in an outstanding college



## **VICE PRESIDENT FOR INFORMATION SYSTEMS**

### **Virginia Polytechnic Institute & State University**

Virginia Tech invites nominations and applications for the position of Vice President for Information Systems. The Vice President reports to the Senior Vice President & Provost and has executive responsibility for university-level policy development, strategic planning, and for coordinating operations within his or her jurisdiction. The Vice President provides executive leadership to the directors of University Libraries; the Computing Center; Communication Network Services; Systems Analysis and Services; Media Services; and Network Research and Planning. These operations currently have over 500 employees and a budget in excess of \$45 million.

The University Libraries consist of one main and four branch libraries which house over 1.9 million volumes; 20,000 current serials; 4 million microforms; and 1,500 videotapes. The Computing Center provides computer consulting and facilities management services to meet administrative, instructional, and research needs and takes a highly decentralized environment into consideration in fulfilling its coordination and advisory roles.

Communications Network Services (CNS) oversees the University's telephone, cable TV, data network services, and satellite transmission utility. Network Research and Planning is an independent unit providing technical services to CNS and development support for University projects including the Blacksburg Electronic Village project. Systems Analysis and Services provides systems development expertise on administrative processes. Media Services offers a range of consulting and production services, including satellite classroom and instructional media assistance.

Virginia Tech is the senior land-grant university in the Commonwealth of Virginia. Located in Blacksburg between the Allegheny and Blue Ridge Mountains and 40 miles from Roanoke, the University enrolls approximately 23,000 students in 200 degree programs administered by nine colleges. Annual research expenditures exceed \$120 million.

Candidates should possess excellent communication skills and have proven management and leadership abilities. The successful candidate will also have a record of commitment to equal opportunity and affirmative action. Letters of application with an accompanying vita will be reviewed until the position is filled. Virginia Tech is committed to diversity among its faculty and staff and particularly encourages applications from women and minorities. Nominations are also invited.

Communications should be addressed to:

**Office of the Provost  
201 Burruss Hall  
Virginia Tech  
Blacksburg, VA 24061-0132  
(703) 231-6122  
Attn: Dean G. Wayne Clough**

library. Required: ALA/MLS, sound liberal arts education, previous academic or research library reference experience, knowledge of humanities and social sciences sources, library instruction skills, demonstrated service commitment, ability to work well independently and with others, excellent communication skills, commitment to professional development, and evidence of initiative, creativity, and resourcefulness in past activities. Preferred: One year professional reference experience, experience with library instruction, electronic information sources, interlibrary loan, and government documents; advanced degree in a social sciences field; knowledge of one or more foreign languages. Oberlin College combines a leading undergraduate college of arts and sciences with a music school of national prominence, and has a long history of leadership in educating women and minorities. In addition to strengths in traditional arts and sciences, Oberlin emphasizes interdisciplinary study and actively seeks a racially, ethnically, and culturally diverse staff and student body. The library contains 1 million+ volumes and is fully automated. Salary competitive, \$25,000 minimum. Available July 1, 1993. To ensure consideration, send letter of application, resume, and names of three references by March 22, 1993, to: Reference Search Committee, Oberlin College Library, Oberlin, OH 44074. AA/E/OE.

**SCIENCE INFORMATION RESOURCES LIBRARIAN.** Tenure-track, academic year faculty position starting August 1993. Primary duties include reference, bibliographic instruction, liaison to academic departments in the sciences, online searching, and collection development. Requirements: MLS degree from an ALA-accredited library program; undergraduate degree in a natural science or three years of professional experience in a library specializing in the sciences; excellent oral and written communication skills; minimum of two years' professional experience in an academic library; demonstrated knowledge of reference sources and current trends in library instruction; and demonstrated knowledge of current library technologies and skills in searching online systems. The successful candidate is expected to demonstrate continued professional development to secure tenure and promotion. Salary range: \$27,125 to \$34,619 for the academic year with possible additional summer employment. Rank: Instructor/Assistant Professor dependent upon qualifications. Applications received by February 15, 1993, will receive full consideration. Submit letter of application, resume, copies of official undergraduate and graduate transcripts, and three current letters of reference to: Leo Shelley, Search Committee Chair, Library Department/CRL293, P.O. Box 1002, Millersville University, Millersville, PA 17551-0302 (Fax: (717) 872-3854). AA/E/OE.

**SYSTEMS LIBRARIAN.** The primary responsibility of the Systems Librarian is to coordinate, plan, fully implement, and maintain NOTIS, plus all other automation services in the John B. Cade Library at Southern University in Baton Rouge, Louisiana. Works with and serves as primary liaison to the University Information Systems Office and reports to the Dean of Libraries. Must have knowledge and understanding of U.S. MARC format, experience using automated systems, preferably NOTIS. Provide leadership and input into the application of new information technology for the Library by planning and goal setting. Supervises and works with the Computer Applications Assistant. An ALA-accredited MLS required with a minimum of 3 years of experience preferably in an academic library. A computer science degree or some courses in computer science preferred. Excellent interpersonal and communication skills, experience with and commitment to staff development training, knowledge of public and technical services, ability to work well as an individual and on cooperative endeavors. Appointment level and salary will be commensurate with experience and qualifications with a minimum of \$30,000. Send letter of application, resume, the names, addresses, and telephone numbers of 3 professional references to: Emma Bradford Perry, Dean of Libraries, John B. Cade Library, Southern University, Baton Rouge, LA 70813. Applications will be accepted until the position is filled. Southern University is an equal opportunity employer.

**TECHNICAL SERVICES LIBRARIAN.** Castleton State College. Twelve-month/full-time position, effective as soon as feasible (negotiable), salary approximately \$25,000, attractive benefits package. Responsibilities: Oversee cataloging, acquisitions, and government documents processing (with primary emphasis upon cataloging). Qualifications: MLS from an ALA-accredited program. Second master's degree and experience in academic library technical services preferred. Familiarity with automated library systems, good communication skills, strong service commitment, and an ability to work with people in cooperative enterprises. Review of applications will begin on February 15 and will continue until position is filled. Send letter of application, copy of transcripts, resume, and names, addresses, and telephone numbers of 3 references to: Joseph T. Mark, Academic Dean, Castleton State College, Castleton, VT 05735. Castleton State College is an equal opportunity, affirmative action employer.

## RARE BOOKS CATALOGER

### St. John's University Collegeville, MN

Saint John's University, Collegeville, Minnesota, is seeking an individual with a high degree of self-motivation to catalog the recently acquired Kacmarcik collection of rare and reference books. The Kacmarcik collection consists of approximately 32,000 rare and reference books in the following areas: the history of printing; typography; the art of the book (especially twentieth century fine printing, and private presses); manuscripts and incunabula dealing with monasticism, theology and liturgy; art and architectural history with an emphasis on Christian liturgical design. The collection is currently housed in proximity to the Hill Monastic Manuscript Library. St. John's University is a liberal arts college and graduate school of theology under the sponsorship of the Benedictine monks of St. John's Abbey. St. John's is located about an hour away from the Minneapolis-St. Paul metro area amongst the woods and lakes of central Minnesota.

The rare books cataloger will perform cataloging of manuscripts, rare books, printed materials, and other related ephemera from the Kacmarcik collection and process, prepare, and shelve printed materials, and related activities. This is a five-year position, externally funded with possible renewal. Salary: Minimum \$27,500.

Required qualifications: An MLS degree from an ALA-accredited library school; academic library or equivalent cataloging training and experience in AACR 2 and LC classification; a working knowledge of OCLC; a masters degree, or the near completion of graduate work, in the humanities; a working knowledge of Latin and two non-English languages (French and German desirable); and previous experience in cataloging of rare books and manuscripts.

Desirable qualifications: Knowledge of the art of the book, previous experience or knowledge of procedures for the preservation of books, and knowledge of national and international trends in bibliographic description.

Applicants should send a letter of application with a resume and three letters of recommendation by March 31, 1993 to: Director of Personnel Services, Saint John's University, Collegeville, MN 56321. Applications received after March 31, 1993 cannot be guaranteed consideration. Saint John's is an EEO/Affirmative Action Employer. Women and minorities are encouraged to apply.



## HEAD, ACQUISITIONS DEPARTMENT

Position #136

**Doheny Memorial Library  
Acquisitions Department**

The Acquisitions Department, within the University Libraries of the University of Southern California, is responsible for the receipt of materials purchased with the Library's budget of \$3.6 million and \$750,000 in gift and endowment funds. The Department uses the GEAC Acquisitions system and is building a MARC database for serials ordering, receipt, and invoice processing. The Department has eight full-time staff and approximately 3 FTE student assistants.

Head, Acquisitions Department reports to AUL for Technical Services. Responsibilities including: Completion of serials records conversion project; taking a leadership role in Library's plans to implement a new integrated processing system; supervise staff; coordination and management of annual budget deadlines; coordination of Departmental procedures and policies with other Technical Services Departments; coordinates with AUL for Collection Development and selectors determining most effective acquisitions methods.

**QUALIFICATIONS AND EXPERIENCE:** MLS from ALA-accredited institution. Two years minimum of acquisitions experience in research library; administrative experience; proven ability in automated system development; experience in evaluating workflow, staffing requirements, procedural change, documentation, and training in an automated environment; demonstrated problem-solving ability; demonstrated leadership ability and team-building skills; ability to work within short deadlines and with limited resources; knowledge of world-wide book trade; ability to work cooperatively with diverse groups in collegial environment; and knowledge of foreign languages and some experience in collection development is preferred.

**APPOINTMENT RANK:** Librarian II or Librarian III.

**SALARY:** \$33,550-\$39,736 minimum.

**BENEFITS:** TIAA/CREF, 22 days vacation, choice of medical plans, a dental plan, and tuition remission.

**APPLICATION PROCEDURE:** Send letter of application, curriculum vitae, and the names, addresses, and telephone numbers of three current professional references to:

**Gloria J. Donaldson  
Personnel Manager  
University of Southern California  
University Libraries  
University Park  
Los Angeles, CA 90089-0182**

Please refer to Head, Acquisitions Department, Position #136, on correspondence. Review of applications will continue until the position is filled.

AA/EOE

## UNIVERSITY LIBRARIAN

### Valparaiso University

Valparaiso University seeks applications and nominations for the position of University Librarian. The University Librarian is the chief administrator of the Library and is responsible for its overall management. The Librarian reports to the Provost and is a member of the Council of Deans.

**The University:** Located in northwest Indiana, with easy access to Chicago and the Indiana Dunes country, Valparaiso University is an independent, comprehensive university with a strong Lutheran tradition. The University consists of a college of Arts and Sciences, an honors college emphasizing interdisciplinary studies in the humanities and the social sciences, and three professional colleges (Engineering, Nursing, and Business). There is also a Law School whose library is administered separately.

**The Library:** The Henry F. Moellering Memorial Library, the main library for the University, houses a collection of more than 257,000 bound volumes, 122,000 microforms, 1480 current periodicals, 550,000 government documents, 70,000 maps, and 5400 recordings. It serves a patron base of over 4600 and has an automated system for acquisitions, circulation, cataloguing, reserves, and periodicals. Memberships in INCOLSA, OCLC, NIALSA, and the Center for Research Libraries enable Moellering Library to offer students and faculty access to additional materials for study and research. The Library employs 7.5 professional staff members (including the Librarian) and a support staff of 10 FTE.

Applicants for this position must have an ALA-accredited MLS, a minimum of ten years of professional library experience (including at least five years of progressively responsible administrative experience in an academic library), substantial experience with automated systems and electronic information technology, the ability to interact effectively with all segments of the University community, commitment to participatory management, a demonstrated understanding of the role of an academic library, and a clear vision of its future. Candidates for this position of University Librarian also should be familiar with issues and opportunities of Christian higher education and willing to work in an institution that is committed to maintaining its Lutheran character. Preference may be given to candidates who possess a second master's degree and have had experience with building or renovation projects.

Salary range is \$40,000 to \$55,000. The position is a twelve-month administrative appointment with faculty rank, beginning September 1, 1993. Review of applications will begin **March 1, 1993**, and continue until the position is filled. Send cover letter, one-page statement of philosophy of academic librarianship, and three letters of reference to:

**Richard Maxwell, Chair  
Librarian Search Committee  
Office of the Provost  
Valparaiso University  
Valparaiso, IN 46383**

*Valparaiso University is an equal opportunity, affirmative action employer and encourages applications from women and minority candidates.*

## Late Job Listings

**CIRCULATION LIBRARIAN.** Directs circulation and reserve services in LS2000 automation environment (NOTIS in future). Supervises support staff, student assistants; manages stack maintenance activities, assists automation librarian with circulation automation functions. Some reference desk and bibliographic instruction activities. Some weekend, evening duties required. Position contingent on available funding. Requires: ALA-accredited MLS, two years' post-MLS professional experience in academic library and/or two years' full-time supervisory experience in circulation. Experience with automated circulation systems, supervisory experience, demonstrated ability to communicate and work effectively with faculty and

students. Academic staff, begins July 1, 1993. \$30,000; twelve-month position. Send application letter, resume, three current professional references with phone numbers to: Karin Sandvik, Chair, Library Department, Murphy Library, **University of Wisconsin-La Crosse**, La Crosse, WI 54601. Applications must be received by March 22, 1993. We are required to provide a list of nominees and applicants. A written request can exclude one from this list. Names of all finalists must be disclosed. Women, minorities encouraged to apply. AA/EOE.

**INFORMATION SPECIALIST II/LIBRARIAN.** A senior-level information specialist/librarian who has both technical and managerial skills required for state-of-the-art information searching as well as library management. A primary responsibility for this person will be to conduct information searches, both technical (chemical) and business, and report this information directly to management. The applicant should be familiar with modern techniques of indexing, searching, and monitoring procedures that are presently used in corporate libraries. The position calls for a person with a chemistry background and a Master of Science degree in Library Science or the equivalent in experience. Salary range: \$39-\$45K. Send resume to: Gayle L. Hardison, Human Resources, **Great Lakes Chemical Corporation**, P.O. Box 2200, West Lafayette, IN 47906-0200.

**DIVISION HEAD, SCIENCE AND TECHNOLOGY DIVISION.** Milner Library, Illinois State University. Division Head: Science and Technology Division. Full-time faculty, tenure-track position. University and Library: Illinois State University is a multi-purpose university with 22,000 students, located in the medium-sized urban area of Normal/Bloomington. Academic programs and courses are offered in thirty-three academic departments organized into five colleges with master's degree programs in most fields and doctoral degree programs in art, biological sciences, curriculum and instruction, economics, psychology, education, English, history, and mathematics. Milner Library is the central library facility for the university community with a staff of 110 including thirty-four professionals, over 1.2 million volumes, and a materials budget of \$1.8 million. It is organized into five broad subject divisions on six floors—of which the Science and Technology Division is one. The library is embarking on development of a campus library, information, and media services system program utilizing a campus fiber optic network and statewide cooperative union catalog. Depending on inclination and background, opportunities for involvement in the system's development can be negotiated. Duties: Faculty tenure-track position which serves as head of one of five reference units reporting to the AUL for Public Services and Collection Development. With two other professionals and three civil service staff, provides traditional, online, and CD-ROM reference service in science and technology. In addition, this librarian will provide bibliographic instruction, act as liaison to appropriate faculty departments, and develop collections in support of several departments from among the pure and applied science, depending on the candidate's qualifications. This position will service as head of the division, furnishing leadership, planning, identifying needs, establishing priorities, implementing change, supervising development and growth of the divisional faculty. Required: ALA-accredited master's; two years' administrative experience; appropriate experience in reference and library instruction; knowledge of the literature of the science, either from professional experience or extensive coursework; understanding of and ability to administer in a collegial environment. A second advanced degree in library science or a subject discipline is required for tenure or appointment beyond the rank of instructor. Salary: \$35,000 minimum, negotiable depending upon education and experience. Rank should be in the associate professor range. Preferred beginning date: May 1, 1993. Application Deadline: Applications will be accepted until position is filled, but for maximum consideration, applications should be submitted no later than: March 15, 1993. To apply: Submit letter of application, resume, and at least three references to: Science and Technology Division Head Search Committee, 311 Milner Library, **Illinois State University**, Normal, IL 61761. Illinois State University is an affirmative action and equal opportunity employer.



**REFERENCE LIBRARIAN, SCIENCE AND TECHNOLOGY DIVISION.** Milner Library, Illinois State University. Science Reference Librarian: Science and Technology Division. Full-time faculty, tenure-track position. University and Library: Illinois State University is a multi-purpose university with 22,000 students, located in the medium-sized urban area of Normal/Bloomington. Academic programs and courses are offered in thirty-three academic departments organized into five colleges with master's degree programs in most fields and doctoral degree programs in art, biological sciences, curriculum and instruction, economics, psychology, education, English, history, and mathematics. Milner Library is the central library facility for the university community with a staff of 110 including thirty-four professionals, over 1.2 million volumes, and a materials budget of \$1.8 million. It is organized into five broad subject divisions on six floors--of which the Science and Technology Division is one. The library is embarking on a development of a campus library, information, and media services system program utilizing a campus fiber optic network and statewide cooperative union catalog. Depending on inclination and background, opportunities for involvement in the system's development can be negotiated. Duties: Faculty tenure-track position which, with two other professionals and three civil service staff, provide traditional, online, and CD-ROM reference service in science and technology. In addition, this librarian will provide bibliographic instruction, act as liaison to appropriate faculty departments, and develop collections in support of several departments from among the pure and applied science, depending on the candidate's qualifications. Required: ALA-accredited master's; appropriate experience in reference and library instruction; knowledge of the literature of the science, either from professional experience or extensive coursework. A second advanced degree in library science or a subject discipline is required for tenure or appointment beyond the rank of instructor. Salary: \$26,200 minimum, negotiable depending upon education and experience. Preferred beginning date: May 1, 1993. Application Deadline: Applications will be accepted until position is filled, but for maximum consideration, applications should be submitted no later than: March 15, 1993. To apply: Submit letter of application, resume, and at least three references to: Science and Technology Search Committee, 311 Milner Library, **Illinois State University**, Normal, IL 61761. Illinois State University is an affirmative action and equal opportunity employer.

**HUMANITIES AND SOCIAL SCIENCES REFERENCE BIBLIOGRAPHER FOR GOVERNMENT DOCUMENTS AND MAPS.** Dartmouth College Library has an opening for a Reference Bibliographer for Government Documents and Maps in the Baker Humanities and Social Sciences Library. The person we are seeking will be capable of working as a member of a reference bibliographer team in an innovative and technologically sophisticated department utilizing the Dartmouth College Information System, RLIN, and OCLC; online services using vendors such as Nexis, WilsonLine, BRS, and Dialog, as well as a variety of microcomputers. Responsibilities include administrative leadership, collection management, and promotion of both U.S. documents and the map collection; general reference, assisting users with an extensive collection of CD-ROMs; online searching; instruction in GIS; bibliographic instruction; supervision of the Documents Center and the Map Room. Qualifications: ALA-MLS; preferred candidates will have a minimum of two years' recent experience in reference, U.S. documents, and maps in an academic library; knowledge, experience, and enthusiasm for the use of electronic information resources; familiarity with census and other statistical data; experience with geographic information systems; strong background in the social sciences; strong supervisory ability. Dartmouth College offers a flexible benefits package including 22 vacation days, TIAA/CREF; paid major medical, hospital, and dental insurance; and assistance with moving expenses. Rank and salary commensurate with background and experience, with a minimum of \$25,000 for Librarian I. Review of resumes will be begin March 8, 1993. Reply to Phyllis E. Jaynes, 115 Baker Library, **Dartmouth College**, Hanover, NH 03755.

# The worlds of science and technology — the people ... the companies ... the books ... the serials

You'll find them all in these five newly updated resources!

## Scientific and Technical Books and Serials in Print™ 1993

Compiled from Bowker's definitive book and serial databases, this convenient source contains complete listings for more than 135,000 books and 24,000 periodicals published worldwide. Over 14,000 subject categories include "hot" topics ranging from bioethics to nuclear safety. And with 13,000 new entries and 60,000 revisions, your patrons can stay on top of all new titles and important changes.

1992 • 0-8352-3246-8 • 3 vols. • c.4,933pp. • \$267.00  
Available on Standing Order

## Medical and Health Care Books and Serials in Print™ 1993

*An Index to Literature in the Health Sciences*

Health care publishing has never been more fast-paced — and this specialized two-volume set keeps your patrons current on all the latest developments. It offers listings for more than 65,000 books and over 15,000 U.S. and foreign serials under 6,000 medical and allied health subject areas. Full ordering and finding information helps you with acquisitions.

March 1993 • 0-8352-3337-5 • 2 vols. • c. 2,400 pp.  
\$202.00 • Available on Standing Order

## American Men and Women of Science™ 1992-93

*A Biographical Directory of Today's Leaders in Physical, Biological and Related Sciences, 18th Edition*

The most authoritative resource for information on over 125,000 leading U.S. and Canadian scientists and engineers, the 18th edition of this prestigious multi-volume directory has been fully updated with all-new or substantially-revised entries. Covering ten major disciplines and 171 National Science Foundation subdisciplines, it identifies and profiles leading experts in all the physical, biological, and related sciences.

1992 • 0-8352-3074-0 • 8 vols. • c. 8,000 pp. • \$750.00  
Available on Standing Order

## Directory of American Research and Technology™ 1993

*Organizations Active in Product Development for Business*  
27th Edition

For research assistance in everything from aerospace to urban studies, this is the most wide-ranging R&D guide of its kind. Over 11,500 U.S. and Canadian corporate facilities active in commercially-applicable basic or applied research are profiled, listing key personnel, contact information, staff size, research activities, and more. Personnel and Classification Indexes cross-reference organizations.

1992 • 0-8352-3230-1 • c.770 pp. • \$297.00  
Available on Standing Order

## SciTECH Reference Plus™

Virtually everything you and your patrons want to know about the scientific, technical, and medical industries in the U.S. today — the people, the companies, the labs, and the literature — can now be instantly located on this single CD-ROM! Explore an individual database or review the complete "megafile" based on any combination of 27 search criteria. Updated annually.

Item #ST 110 • 1-year subscription MS-DOS version  
\$995.00

Item #ST 310 • 3-year subscription MS-DOS version  
\$2,836.00

(3-year subscriptions are payable in equal yearly installments.)

To order, call 1-800-521-8110

Dial "1" for Customer Service, and ask for Operator "FMR"



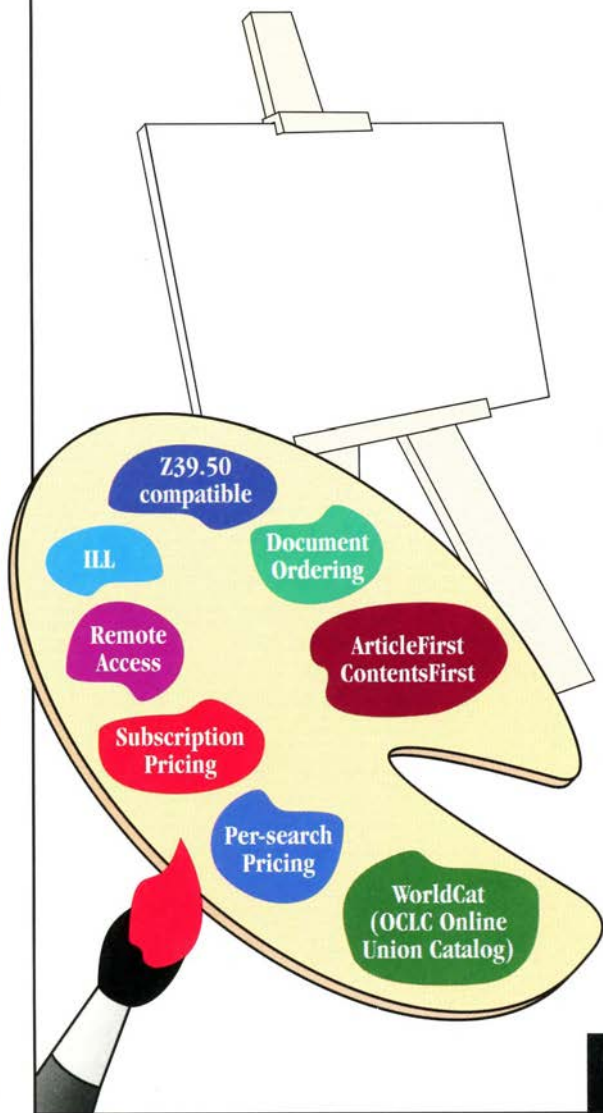
R.R. BOWKER

A Reed Reference Publishing Company

121 Chanlon Road, New Providence, NJ 07974

MEDICAL AND HEALTH CARE BOOK AND SERIALS IN PRINT is a trademark of Reed Properties Inc., used under license.

# Paint your own picture with FirstSearch



**FirstSearch**  
*A world of information online*

For many libraries, providing reference databases to patrons has meant supporting a confusing hodgepodge of technologies, workstations, and services. Wouldn't it be nice if one system could simplify your efforts and meet most of your information needs?

The FirstSearch Catalog is the most adaptable patron reference system available today. Like an artist selecting colors, you have a wide range of options with FirstSearch to create the perfect reference picture for your library.

- **Flexibility to choose databases**
- **Pricing flexibility—per search or flat fee**
- **Common user interface—yours or ours**
- **Remote and/or in-house access**
- **OCLC Dedicated Line, Internet, Dial Access**
- **Document Ordering and ILL**

With FirstSearch, you have lots of flexibility, which is vital in a time of exploding choice and unpredictable change. You can tailor FirstSearch to fit in with today's patron service strategies—and tomorrow's.

Now is the time to paint the FirstSearch picture that's best for you.

**The Simple Solution.  
FirstSearch.**



U.S. and Canada (800) 848-5878  
Ohio (800) 848-8286

**OCLC...for today's libraries**