

**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 \$10.15 per line for institutions that are ACRL members, \$12.25 for others. Late job notices are \$23.50 per line for institutions that are ACRL members, \$28.50 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$470 to \$870 based upon size. Please call for sizes and rates. Or see our Web site: <http://www.ala.org/acrl/advert2.html>.

**Guidelines:** For ads that 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 range per policy of the American Library Association (ALA). 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.

**Internet:** C&RL News classified ads are accessible on the Web at <http://www.ala.org/acrl/c&rnew2.html>. Ads will be placed approximately four weeks before the printed edition of C&RL News is published.

**Contact:** Elise Parker, 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: [c&rnewsads@ala.org](mailto:c&rnewsads@ala.org).

**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 life-style, or national origin." By advertising through ALA services, the organization agrees to comply with this policy.

## POSITIONS OPEN

**ACQUISITIONS/SERIALS MANAGEMENT LIBRARIAN.** Entry-level position. Manage Acquisitions/Serials activities. Acquisition Duties: Materials ordering; pre-cataloging processing; vendor communication; payment. Serials Duties: Subscription ordering and renewals; directing check-in; claiming, binding, and managing electronic journals and full-text holdings. Develop and implement Innovative Interfaces (III) Acquisitions/Serials modules with MOBIUS (consortium of Missouri academic libraries). Provide reference support five hours per week plus weekend rotation. Recommend goals, objectives, and policies. Develop statistical reports related to all Acquisitions/Serials functions. Supervise one full-time staff and student workers. Required: MLS from an ALA-accredited institution; familiarity with bibliographic tools, integrated systems, LC subject headings, AACR II/MARC formats; strong organization and communication skills. Prefer: experience with acquisitions/serials management; experience with Innovative Interfaces (III); one year academic library experience. Salary: Minimum \$2,400 per month depending upon experience and qualifications. Qualified applicants must submit letter of application (include e-mail address if applicable), résumé, and names, addresses, and telephone numbers of at least three work references to: Human Resources A-117, **Missouri Western State College**, 4525 Downs Drive, St. Joseph, MO 64507. Deadline: June 28, 2002, or until filled. Affirmative action, equal opportunity employer.

**ARCHIVES DIRECTOR.** The **Museum of Broadcast Communications (MBC)** at the Chicago Cultural Center is a free museum dedicated to preserving and exploring the history of television and radio and its impact on society. The MBC Archives Director reports to the MBC President and is responsible for the acquisition and protection of all tapes and artifacts in the museum collection, including all items on public display, as well as for insuring the historic accuracy of all museum signage. The Director is responsible for building and maintaining relationships with libraries and other archive institutions, obtaining rights and permissions, supervising the digitizing of archival holdings, negotiating loan and/or transfer agreements, and scheduling archive staff. Additional responsibilities include the maintenance, accuracy, and security of the archive database, including the accuracy of Web site content ([www.Museum.TV](http://www.Museum.TV)). The Director must be highly organized, a master of multi-tasking, and have strong managerial skills. Strong writing skills a must as the Director will be called on for periodic research and writing assignments. Candidate must appreciate the role of radio and television in society. Film buffs need not apply. Send applications and salary needs to: Bruce DuMont, President, MBC, 78 East Washington Street, 2nd Floor, Chicago, IL 60602; or e-mail to: [btbaltk@aol.com](mailto:btbaltk@aol.com).

**ASSISTANT REFERENCE LIBRARIAN.** Position 245240. Florida Atlantic University (FAU), Wimberly Library, Boca Raton, Florida. Responsibilities include online databases and print resources, general and research assistance, participates in regular weekend, evening and elec-

## Salary guide

Listed below are the latest minimum starting salary figures recommended by state library associations for professional library posts in these states. The recommendations are advisory only, and ALA has not adopted recommendations for minimum salaries. Job seekers and employers should consider these recommended minimums when evaluating professional vacancies. For additional information on librarian salaries, contact ALA Office for Library Personnel Resources.

|                |            |
|----------------|------------|
| Connecticut    | \$34,172   |
| Delaware       | \$22,500** |
| Illinois       | \$30,096*  |
| Indiana        | varies*    |
| Iowa           | \$23,911   |
| Louisiana      | \$22,000   |
| Maine          | varies*    |
| Massachusetts  | \$31,362*  |
| New Jersey     | \$33,785   |
| North Carolina | \$27,641** |
| Ohio           | \$25,198** |
| Pennsylvania   | \$28,120*  |
| Rhode Island   | \$29,800   |
| South Carolina | varies*    |
| South Dakota   | \$22,000   |
| Texas          | \$30,000   |
| Vermont        | \$26,464   |
| West Virginia  | \$22,000   |
| Wisconsin      | \$32,700   |

\*Rather than establish one statewide salary minimum, some state associations have adopted a formula based on variables such 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.

\*\*These recommendations apply only to public librarians.

tronic reference rotation, orientation, bibliographic and general instruction sessions for users; extended reference services, including support to special user groups. Familiarity with computer applications, the Internet and Web; strong public services orientation; ability to function effectively as a member of a team; prepare user guides, develop the reference collection. Required qualifications: ALA-accredited MLS degree; strong communication skills; and potential for earning promotion as a library faculty member. Salary: \$31,000. Application deadline: July 1, 2002.



## HEAD, PUBLIC HEALTH LIBRARY

University of California, Berkeley

Associate Librarian/Librarian

\$60,132–\$82,416 per annum, based upon qualifications  
Administrative Stipend: \$300 per month in addition to salary

Reporting to the Associate University Librarian, Director of Public Services, the Head of the Public Health Library manages the Public Health Library staff and provides overall direction for library programs and services, and acts as the primary liaison to faculty in the School of Public Health and the researchers at the California Department of Health Services. The incumbent is responsible for the departmental library budget as well as regularly negotiating and renewing the contracts with California state agencies. The Head coordinates the provision of all contract services, including document delivery, computer literature searching, and current awareness services. The Head also coordinates collections and services provided by the Public Health Library, including reference, instruction, circulation, collection development, outreach, and Internet-based services. There is a long-range plan for the construction of a new School of Public Health building, and the Head will share the responsibility for coordinating the planning and design of any new Public Health Library facility.

### QUALIFICATIONS:

Required: An MLIS from an ALA-accredited institution, or equivalent degree, and relevant professional experience; at least five years' progressively responsible research library experience; significant management experience and demonstrated ability to lead and to manage in a collegial manner; experience in science librarianship with demonstrated ability to evaluate and use appropriate technology to improve staff efficiency and enhance library services; excellent interpersonal and communication skills, and the ability to meet deadlines and to work productively within an environment of rapid development and change; commitment to mentoring, training, and staff development.

Preferred: Experience in collection development, contract management, planning and project management, budget management, and facilities planning; experience in health or life sciences librarianship and knowledge of appropriate information resources.

For complete job description and requirements, see: <http://www.lib.berkeley.edu/LHRD/librec.html>.

DEADLINE: **August 15, 2002.**

TO APPLY: Send cover letter, résumé, and names and contact information of three professional references to:

**Barbara Kornstein**  
**Library Human Resources Department**  
**447 Doe Library**  
**University of California**  
**Berkeley, CA 94720-6000**  
**Fax: (510) 642-8675**  
**E-mail: [librec@library.berkeley.edu](mailto:librec@library.berkeley.edu)**

*The University of California is an equal opportunity, affirmative action employer.*

Anticipated starting date: August 1, 2002. Interested candidates should submit a letter of application, résumé, and names of three references to: Paula Behul, Director, Equal Opportunity Programs, **Florida Atlantic University**, 777 Glades Road, Boca Raton, FL 33431. FAU is an equal opportunity, equal access institution.

**ASSISTANT REFERENCE LIBRARIAN.** Position 250150. Florida Atlantic University (FAU), Wimberly Library, Boca Raton, Florida. Responsibilities include online databases and print resources, general and research assistance; participates in regular weekend, evening, and electronic reference rotation; orientation, bibliographic, and general instruction sessions for users; extended reference services, including support to special user groups. Familiarity with computer applications, the Internet, and Web; strong public services orientation; ability to function effectively as a member of a team; prepare user guides, develop the reference collection. Required Qualifications: ALA-accredited MLS degree; strong communication skills; and potential for earning promotion as a library faculty member. Desirable Qualifications: Strong preference given to

candidates with course work or career experience in the field of business, law, or government documents and a demonstrated working knowledge of HTML/Web development. The successful candidate will demonstrate proficiency in Web design and library instruction. Salary: \$31,000. Application Deadline: July 1, 2002; Anticipated starting date: August 1, 2002. Interested candidates should submit a letter of application, résumé, and names of three references to: Paula Behul, Director, Equal Opportunity Programs, **Florida Atlantic University**, 777 Glades Road, Boca Raton, FL 33431. FAU is an affirmative action, equal opportunity, equal access institution.

**BIBLIOGRAPHIC SERVICES COORDINATOR.** The library at California State University, Monterey Bay, seeks a Coordinator to provide leadership in planning, organizing, and managing Bibliographic Services including acquisitions, cataloging, and serials. Manages the workflow for acquiring, describing, and preserving the library's collection of electronic, print, and media resources. Phased-in participation in reference services, information competence instruction, and collection development. For a

# UNIVERSITY ARCHIVIST

## California State University, Sacramento

California State University, Sacramento (CSUS) Library seeks a motivated and experienced University Archivist. This tenure-track, faculty position reports to the Head of Special Collections and University Archives. The University Archivist is responsible for collection development, access, and preservation of university records and papers in the department.

**MINIMUM QUALIFICATIONS:** MLS degree from an ALA-accredited program or equivalent; significant experience in an archival position; knowledge of current archival and records standards and practices; knowledge of confidentiality requirements in managing archives; effective interpersonal and communications skills; demonstrated experience with computer applications; knowledge and skills in appraising electronic and paper-based records, as well as objects; ability to work in a team environment; ability to work with a diverse population.

**PREFERRED QUALIFICATIONS:** Coursework, concentration, or a certificate in archives; advance degree in history or a related field; knowledge of the organization and operation of college and university administration; experience with MARC-AMC cataloging; experience developing exhibits and public programs to promote the archives holdings; knowledge of markup languages and Web page design; supervisory or training experience; experience providing reference or instructional services.

Visit the library's homepage for a detailed vacancy announcement, <http://www.lib.csus.edu/geninfo/employment/>.

**ANTICIPATED STARTING DATE:** October 1, 2002.

**APPOINTMENT:** This is a probationary, 12-month, tenure-track position at the Senior Assistant rank, salary range \$50,102–\$63,310 or Associate Librarian rank, salary range \$57,617 - \$80,140, based on background and level of experience. Librarians have full faculty status and excellent benefits. Library faculty must demonstrate professional competence, scholarly or creative achievement, and service to the university and community in order to meet university requirements for tenure and promotion.

**APPLICATION PROCEDURES:** Applications received by **August 5, 2002**, will receive first consideration. Position open until filled.

**TO APPLY:** Send a cover letter describing interest and qualifications, a complete résumé, and the names, addresses, phone numbers, and e-mail addresses of four professional references to:

**Terry Webb, Director and Dean of the Library  
California State University, Sacramento, Library  
2000 State University Drive East  
Sacramento, CA 95819-6039**

Applicants invited for interview will be required to submit official transcripts. Vacancy announcement and position description available electronically, request from: [lmjones@csus.edu](mailto:lmjones@csus.edu).

*CSUS is an affirmative action, equal opportunity employer.*

full position description, please see: <http://csumb.edu/jobs/faculty/>. CSU, Monterey Bay, is a highly collaborative and creative environment requiring a sincere commitment to advancing CSUMB's academic goals, as identified in the University Vision Statement. This is a 12-month, Assistant Librarian appointment (position #FAC2002-0047) that is convertible at the end of three years to a tenure-track position assuming satisfactory performance, budget availability, etc. Salary Range: \$45,000 to \$48,000. Apply To: Faculty Recruitment/University Human Resources, **California State University, Monterey Bay**, 100 Campus Center, Building 23, Seaside, CA 93955-8001; phone: (831) 582-3389; e-mail applications are encouraged: [faculty\\_recruitment@csumb.edu](mailto:faculty_recruitment@csumb.edu).

**CATALOGING AND INTELLECTUAL ACCESS LIBRARIAN.** Hampden-Sydney College seeks a librarian to lead the cataloging and systems administration functions for Eggleston Library. He or she will assume responsibility for the coordination of cataloging and acquisitions activities, training and supervision of staff of three, development of cataloging policies, procedures, and original cataloging. This person will

coordinate, plan, administer, evaluate, upgrade, and provide instruction for the library's automated systems, including Innovative Interfaces and VIVA resources. Will provide leadership in the library's assessment, operation of, and augmentation to a virtual library environment, including access to e-journals, and cataloging of electronic format materials; and will coordinate with other librarians in the selection, implementation, and training of electronic resources usage. Assists in the provision of reference services. Some night and weekend work expected. This is a 12-month position as a librarian with special faculty status. Qualifications: ALA-accredited MLS degree with experience in cataloging, acquisitions, and library systems administration; supervisory skills; strong written and oral communication skills; high level of energy; flexibility; creativity; and an eagerness to participate fully in the daily life of liberal arts college library and community. Salary commensurate with qualifications and experience. Applications accepted until position filled. Starting date: July 1, 2002. Hampden-Sydney College is a selective private college for men, established in 1775, with a strong commitment to the liberal arts and sciences. Located on a rural campus in south side Virginia, the college is

# ASSOCIATE LIBRARY DIRECTOR FOR USER SERVICES

## UNIVERSITY OF NOTRE DAME

The University Libraries of Notre Dame welcome applications, nominations, and inquiries to fill a key position in its management team.

### RESPONSIBILITIES

The Associate Library Director for User Services (ALD) is one of three administrators who report to the Director of the University Libraries. This position is responsible for the administration and development of the Access Services, Reference, and Resource Delivery Departments, six branch libraries, and specialized units, in addition to leading the planned redesign of the Hesburgh Library, as well as several branch libraries.

### SETTING

The University of Notre Dame, founded in 1842, ranks as one of a handful of truly national universities, with a student body drawn from all 50 states and 87 foreign countries. Current enrollment consists of 8,038 undergraduates and 2,762 graduate students. Located in north central Indiana, approximately 90 minutes from Chicago, Notre Dame is situated on a 1,250-acre campus with 132 buildings. The university offers a variety of undergraduate programs, as well as master's and doctoral degrees in 30 specific areas. An ARL member, the University Libraries of Notre Dame has a staff of 205 FTE, an annual budget of \$14.2 million (\$6.9 million for materials) and holdings of 2.7 million.

### QUALIFICATIONS

A master's degree from an ALA-accredited program and a minimum of seven years of progressively responsible administrative experience are required. In addition, candidates should have significant experience in a user services environment; possess superior written and oral communications ability; be skilled in connecting staff and colleagues with needed resources and services; possess the ability to establish rapport with the libraries' different constituencies; have project management skills, especially relative to library buildings and design; and have strong organizational abilities. The University of Notre Dame is dedicated to equal employment opportunity. It is the university's policy to recruit, hire, train, and promote persons in all job titles without regard to race, color, national or ethnic origin, sex, disability, veteran status, or age.

### COMPENSATION

Minimum of \$90,000, negotiable based upon qualifications with competitive benefits.

### HOW TO APPLY OR OBTAIN FURTHER INFORMATION

Applications will be accepted until the vacancy has been filled; however, the search committee will begin to review curriculum vitas on **July 15, 2002**. The University Libraries of Notre Dame request that all inquiries, applications, or nominations be forwarded to the executive search firm of Gossage Sager Associates. Interviews will be conducted during the ALA Annual Conference in Atlanta. To schedule an appointment, contact Caroline Coughlin at (732) 672-6671. For further information on this position, consult [www.gossagesager.com/und.htm](http://www.gossagesager.com/und.htm), or contact Donald Sager at (312) 961-5536 or Caroline Coughlin at (732) 672-6671. To apply, send a cover letter and curriculum vitae via e-mail to: [dsager@gossagesager.com](mailto:dsager@gossagesager.com); fax: (847) 945-5484; or U.S. mail to:

**Donald Sager/Caroline Coughlin  
Gossage Sager Associates  
590 Wilmot Road  
Deerfield, IL 60015**

within convenient driving distance of Richmond and Washington, D.C. It serves 1,000 undergraduate students. For more information on Hampden-Sydney College and the library, see: <http://www.hsc.edu>. To Apply: Send résumé, cover letter, and names of three current references to: Barbara Armentrout, Director of Human Resources, **Hampden-Sydney College**, P.O. Box 127, Hampden-Sydney, VA 23943. Hampden-Sydney College is an equal opportunity, M/F employer.

**COLLECTION MANAGEMENT LIBRARIAN/ASSISTANT LIBRARY DIRECTOR.** **Luther Seminary**, St. Paul, Minnesota. Qualifications: MLS and an advanced degree in religion/theology; at least three to five years' experience in a seminary/divinity school library or a library with a large religious studies collection; knowledge of at least one modern European language; excellent interpersonal and communications skills; supervisory experience. For more information, please visit us at: <http://www.luthersem.edu/employment>.

**CURATOR, ARCHIE GIVENS, SR. COLLECTION OF AFRICAN AMERICAN LITERATURE.** University of Minnesota Libraries, Twin Cities Campus. The University of Minnesota Libraries ([www.lib.umn.edu](http://www.lib.umn.edu)) invites applications and nominations for the position of Curator, Archie Givens, Sr. Collection of African American Literature. The University Libraries particularly encourages the candidacy of people with experience in multicultural and multiracial settings. The University of Minnesota, located in the center of the beautiful Twin Cities metropolitan area, is one of the most comprehensive universities in North America, offering 161 bachelor's degrees, 218 master's degrees, 114 doctoral degrees, and 5 professional degrees. Overview of Unit: The Archie Givens, Sr. Collection of African American Literature consists of approximately 8,000 items, most of which are African American fictional works or pertain to them. Included are novels, poetry, plays, short stories, essays, literary criticism, periodicals, and biographies of writers dating from the late 18th century to the present and covering such literary periods as the Harlem Renaissance

## TWO POSITIONS AVAILABLE

### University of Northern Colorado

#### Instruction Librarian

The University of Northern Colorado seeks applicants for the new position of Instruction Librarian and Assistant Professor of University Libraries, position number 21962. This is an entry-level term faculty position, renewable annually, that assists the Head of Instructional Services with all aspects of library instruction. Responsible for developing and delivering library orientations and course-specific instruction sessions and for teaching information literacy credit courses. Develops print and electronic instructional and promotional resources including Web pages and tutorials. Also provides service at the Reference Desk. Must have strong interpersonal and communication skills.

**QUALIFICATIONS.** Required: Master's degree from an ALA-accredited library school, earned by starting date. Preferred: Experience in the delivery of instruction to college or university students; experience serving at a reference desk; knowledge of and experience with electronic and Web-based resources.

Salary minimum is \$35,000 (negotiable) per year. Starting date is November 1, 2002 (negotiable).

#### Reference Librarian

The University of Northern Colorado seeks applicants for the position of Reference Librarian and Assistant Professor of University Libraries, position number 20629. This is a term faculty position, renewable annually, that reports to the Head of Reference. Responsible for reference, library instruction, and collection development with an emphasis in the areas of business and economics. Responsible for user instruction for assigned areas as well as assisting with general instruction for graduates and undergraduates and teaching sessions of the information literacy course. Must have strong interpersonal and communication skills.

**QUALIFICATIONS:** Required: Master's degree from an ALA-accredited library school; experience appropriate to the position. Preferred: Degree in a business-related field or experience as a business librarian; experience in the delivery of instruction; experience in collection development; experience in providing reference service.

Salary minimum is \$37,000 (negotiable) per year. Starting date is November 1, 2002 (negotiable).

All application materials for both positions must be postmarked by **July 15, 2002**. The positions are contingent on funding from the Colorado State Legislature, approval by the Board of Trustees, and subject to the policies and regulations of the University of Northern Colorado.

**TO APPLY:** Send letter of application highlighting candidate's suitability, résumé, and the names, mail and e-mail addresses, and telephone numbers of three references to:

**Joan Lamborn**  
**Attention: (Position Title) Search Committee**  
**University of Northern Colorado**  
**James A. Michener Library**  
**Campus Box 48**  
**Greeley, CO 80639-0091**

*UNC is an affirmative action, equal opportunity employer and committed to fostering diversity in its student body, faculty, and staff.*

and Black Arts Movement. The collection also includes a lesser but still significant number of nonfiction and scholarly titles relating to African American art, education, social sciences, sports, and entertainment. Archival material documenting the history of black literature makes up the remainder of the collection. This manuscript material includes correspondence, pamphlets, published and unpublished literary manuscripts and poetry, screenplays, playbills, souvenir books, photographs, newspaper clippings, sheet music, and ephemera. Description: The Curator reports to the Head of Special Collections and Rare Books and will be responsible for collection development and management of the collection, administration of necessary conservation and preservation efforts, providing access services through arrangement and description of collections and preparation of guides and finding aids, oversee the cataloging of collection holdings, provide research and consultative services for users, including instruction, promotion (including presentations, publications, tours), exhibit curation, program development, oversight of Web page design and

content, and supervision of one graduate student assistant. Additional responsibilities include participation in the administration of the Special Collections and Rare Books unit in the role of assistant curator, including assisting in the supervision of library assistants, student workers, and volunteers; acting as liaison between the Libraries and the Givens Foundation of African American literature; participation in fund-raising efforts for the Givens Collection; and other duties as assigned. Qualifications: Required: ALA-accredited MLS or an advanced degree with relevant experience; experience in collection development; two years' curatorial or archival experience in a college or university library/archives; enthusiasm for outreach and public presentation; creativity, flexibility, initiative, and self-direction; experience with electronic resources, especially EAD and Web technologies; ability to work both independently and in cooperation with colleagues and library users in a service-oriented, team-based environment. Preferred: Undergraduate or graduate degree in literature, history, or African American studies; collection development, reference,

## DEAN OF UNIVERSITY LIBRARIES

### COLORADO STATE UNIVERSITY

Colorado State University seeks an innovative Dean with demonstrated knowledge of modern research libraries in a university setting and the ability to provide effective leadership in a shared decision-making environment. Please see university Web site for full qualifications and responsibilities: <http://jobs.colostate.edu/>; or <http://lib.colostate.edu>.

Nominations will be received until **July 1, 2002**. Applications will be considered until the position is filled; however, completed applications must be postmarked or received electronically by July 15, 2002, for full consideration. Applications must include a letter of application that speaks specifically to qualifications for the position, current résumé, statement of leadership philosophy, and the names, addresses, phone numbers, fax numbers, and e-mail addresses of five references. E-mail to: [Robert.Hoffert@colostate.edu](mailto:Robert.Hoffert@colostate.edu) (preferred method); or send to:

**Dean Robert W. Hoffert, Chair  
Search Committee for Dean of  
University Libraries  
College of Liberal Arts  
Colorado State University  
Fort Collins, CO 80523-1701  
Fax: (970) 491-0528**

*CSU is an equal opportunity, affirmative action employer: 101 Student Services.*

and instruction experience in history or literature; demonstrated liaison experience with academic programs, departments, or colleges; experience in the development of digital resources. Salary and Benefits: Full-time, 12-month, continuous appointment-track, academic/professional position with probationary appointment at Assistant Librarian. The Libraries offers a competitive salary commensurate with qualifications, not less than \$35,000 for this position. Excellent benefits and substantial moving allowance. Position available August 1, 2002. Applications will be accepted until filled. To Apply: Send letter of application, résumé, and the names, addresses, telephone numbers, and e-mail addresses of three current professional references to: Human Resources, 499 Wilson Library, **University of Minnesota**, 309 19th Avenue South, Minneapolis, MN 55455. Please identify the application with UL154. The University of Minnesota is an equal opportunity educator and employer.

**DIGITAL PRESERVATION LIBRARIAN/ARCHIVIST.** Position 250120. Florida Atlantic University, Wimberly Library, Boca Raton, Florida. Manages digitization for preservation/access. Requires creative, innovative professional with solid background in standards, issues, and development of digital scanning hardware and software reproduction, metadata; team orientation. Responsible for collection assessment, plan of work, supervision of assigned staff, user support, communication with participants in digitization projects, outreach. Required Qualifications: ALA-accredited MLS degree; two years' related experience; potential for administrative development. Desired Qualifications: Scanning/microfilming/Web construction experience; course work or other training. Salary: \$37,700, plus generous TIAA-CREF and other benefits. Application deadline: July 1, 2002. Anticipated start date: August 1, 2002. Interested candidates must



## ASSOCIATE UNIVERSITY LIBRARIAN

Syracuse University Library (SUL) invites applications for the

position of Associate University Librarian for Technical Services. The successful candidate will provide dynamic leadership for the full range of traditional and emerging Library technical services, including acquisitions, cataloging, metadata creation and catalog maintenance. This position reports directly to the University Librarian. As part of the SUL administrative team, collaborates in strategic planning, policy formulation, setting of Library priorities, and budget allocation. Develops, implements, and evaluates strategies to best carry out the Library's mission, focusing particularly on technical services and information access. The full position description is posted at: <http://libwww.syr.edu/information/employment/>

Salary and Benefits: Minimum salary: \$80,000. The University's generous benefits package includes an 11% contribution to TIAA/CREF, health and dental plans, tuition remission, adoption assistance, insurance, and other work/life options and benefits.

To complete an online application for the Associate University Librarian for Technical Services (020018), go to [www.sujobopps.com](http://www.sujobopps.com). Applications received by June 28, 2002 will receive first consideration. Syracuse University is an AA/EOE.

provide letter of application, résumé, and names of three professional references to: Paula Behul, Director, Equal Opportunity Programs, **Florida Atlantic University**, 777 Glades Road, Boca Raton, FL 33431. Florida Atlantic University is an equal opportunity, equal access institution.

**DIRECTOR OF LEARNING RESOURCES.** Wheaton College in Illinois invites applications for the position of Director of Learning Resources for Buswell Memorial Library. Buswell Library provides primary curricular and research support for the College's academic life, which includes two doctoral degree programs and increased offerings for the distance learner. Reporting to the Dean of Technology and Institutional Research, the director is responsible for all aspects of administration in the library and supervision of its staff of seven library faculty and 15 support staff. Service on academic and/or administrative committees is expected. The successful candidate will hold an academic rank commensurate with credentials and experience. The successful candidate will have completed an MLS or equivalent from an accredited institution; at least a second master's degree in another field (Ph.D. preferred); at least five years of administrative experience in an academic research library comparable to Wheaton's; an understanding and appreciation of the liberal arts education and the needs of the scholarly community; strong management skills and



## ASSISTANT UNIVERSITY LIBRARIAN FOR PUBLIC SERVICES AND DEPARTMENTAL LIBRARIES

University of Pittsburgh

This senior-level administrative position reports directly to the Hillman University Librarian and is responsible for leading the public services initiatives of the library system. Directly supervises the library's public and access services in 16 departments, encompassing 26 librarians and 48 staff in 12 locations.

Responsibilities will include:

- Providing administrative oversight for Hillman Library Public Services, Access Services (Lending/Reserves, ILL/Document Delivery, Stacks, and off-site storage) and 10 departmental libraries.
- Setting direction for the library systems' public services, and ensuring that programs, services, and infrastructure are responsive to the academic needs of faculty and students of the University of Pittsburgh.
- Developing strategic goals and objectives; facilitating interaction and communication throughout the library system.
- Working with managers and supervisors to establish unit goals and set priorities.
- Providing leadership in library planning by serving as a member of the library's Senior Management Team and on the Administrative Council; serving on universitywide committees; and being active professionally in associations, committees, etc.
- Providing leadership and facilitation of ongoing analysis and assessment initiatives.

**MINIMUM QUALIFICATIONS:** MLS from an ALA-accredited program; minimum of five years of substantial management, supervisory, and budget experience in increasingly responsible positions, some of which has been in an academic library; experience in public services in a research library or university or equivalent experience; clear understanding of the variety of public service functions and knowledge of best practices and current trends in the provision of information services; demonstrated ability to work effectively with staff, colleagues, faculty, and students; excellent interpersonal skills, both written and oral; strong analytical skills; capacity to thrive in an environment of change and to foster that capacity in others; strong record of professional and scholarly activity. Preference will be given to candidates who can demonstrate the capacity for exercising leadership on a national and international scale.

**SALARY/BENEFITS:** Salary commensurate with experience. Comprehensive benefits package including 23 vacation days/year; medical; TIAA-CREF, Vanguard; and tuition assistance.

**TO APPLY:** Submit letter of application and résumé with the names, addresses, and phone numbers of three references to:

**William Gentz, Personnel Librarian**  
271 Hillman Library  
University of Pittsburgh  
Pittsburgh, PA 15260

Review of applications will begin **June 21, 2002**, and continue until position is filled.

To learn more about the University Library System, visit: <http://www.library.pitt.edu/>.

*The University of Pittsburgh is an affirmative action, equal opportunity employer.  
For more information on the University of Pittsburgh, please visit: <http://www.pitt.edu/>.*

a collegial style that supports the professionalism and initiative of staff; a progressive and proactive approach to planning for and implementing technology in the library; and evidence of continued professional development. Wheaton College is an evangelical Christian liberal arts college whose faculty and staff affirm a Statement of Faith and adhere to lifestyle expectations. The College complies with federal and state guidelines for nondiscrimination in employment. Send letters of interest and curriculum vitae to: Director of Human Resources, **Wheaton College**, Wheaton, IL 60187-5593. Complete application materials will be forwarded to candidates. Applications will be accepted until the position is filled.

**ELECTRONIC SERVICES LIBRARIAN.** **Luther Seminary**, St. Paul, Minnesota, seeks a creative, energetic librarian to provide leadership in planning and coordinating current and emerging electronic information

technologies. Responsibilities: Administer the Voyager integrated library system; manage e-reserves; integrate access to e-journals; develop and maintain library and learning resources Web sites; provide instruction in the use of e-resources; collaborate with the reference librarian in providing reference and bibliographic instruction to faculty and students; and supervise some staff and student workers. For more information, please visit us at: <http://www.luthersem.edu/employment>.

**FEDERAL DEPOSITORY LIBRARIAN.** The **University of Nevada, Las Vegas** (UNLV), University Libraries invite applicants for a Federal Depository Librarian position in our world-class academic research facility, Lied Library. An entry-level candidate is sought to develop and maintain the federal government publications collection, to provide specialized reference and instruction, and to maintain related electronic



## LIBRARY WEB ADMINISTRATOR

### University of Michigan Library

We are looking for a creative, energetic, and outgoing person to work as the University of Michigan's Library Web Administrator. The Library Web Administrator will manage the Library's central Web presence (<http://www.lib.umich.edu/>). This is a new position and comes in response to recognition within the library of the centrality and importance of this role. The Library Web Administrator will have a leadership role in the development and maintenance of an evolving Web presence, working with senior managers in the University Library and with other staff throughout the library system. A full position description including the necessary qualifications is available at: <http://www.umdl.umich.edu/jobs/web-admin.html>. For more information about the position, please feel free to contact John Price Wilkin at: [jpwilkin@umich.edu](mailto:jpwilkin@umich.edu).

The University of Michigan is consistently ranked among the top public research institutions and the University Library is one of the largest and most progressive research libraries in the world, with a strong record of innovation in services and electronic resource development. Support within the library for this position includes a dedicated and collegial staff and a robust technological infrastructure. Ann Arbor is frequently ranked among the best places to live in the country.

**RANK AND APPOINTMENT:** Rank will be Associate, Senior Associate, or Librarian and will be commensurate with the candidate's experience and professional achievement. As a professional appointment in the University Library, this position offers full benefits and opportunities for professional development and travel and participates fully in faculty governance.

**TO APPLY:** Send cover letter and copy of résumé to:

**Lucy Cohen, Library Human Resources  
404 Hatcher Graduate Library North  
University of Michigan  
Ann Arbor, MI 48109-1205**

Call (734) 764-2546 for further information.

**APPLICATION DEADLINE:** Applications received by **June 30, 2002**, will be given first consideration.

*The University of Michigan is a nondiscriminatory, affirmative action employer.*

## GRAY FAMILY CHAIR FOR INNOVATIVE LIBRARY SERVICES

### Oregon State University

The Oregon State University (OSU) Libraries seeks a highly motivated, experienced, and innovative leader to manage all aspects of planning, implementing, evaluating, and publicizing digital library projects. This is a full-time, fixed-term professional faculty position. Position duration is not expected to exceed three years. For a complete position announcement and qualifications, see: <http://osu.orst.edu/dept/IS/admin/jobs.htm>.

**TO APPLY:** Submit a letter of application, current résumé, and names, addresses, and telephone numbers of three references to:

**Melissa Maloney  
121 Valley Library  
Oregon State University  
Corvallis, OR 97331-4501**

For full consideration, apply by **June 14, 2002**.

This position is funded by the Gray Family Endowment.

*OSU is an affirmative action, equal opportunity employer and has a policy of being responsive to the needs of dual career couples.*



## WILLIAM PATERSON UNIVERSITY

*William Paterson University is a comprehensive public institution of higher learning, committed to promoting student success, academic excellence, and community outreach with opportunities for lifelong learning. Members of the faculty are highly distinguished and diverse teachers and scholars, many of whom are recipients of prestigious awards and grants from the Fulbright Council (24 scholars), the Guggenheim Foundation, the National Endowment for the Humanities, the National Institutes of Health, the National Science Foundation and the American Philosophical Society. Featuring nationally renowned academic programs, the University maintains a low student:faculty ratio (12:1) and small class size (21) for its 30 undergraduate and 18 graduate degree programs, supported by state-of-the-art information and communications technology. The University enrolls 10,000 students from across the country and from over 40 foreign nations. William Paterson University is situated on a beautiful suburban campus in Wayne, New Jersey, twenty miles west of New York City.*

### Reference Librarian

The David and Lorraine Cheng Library of William Paterson University seeks an energetic, service-oriented and creative individual to provide general reference assistance and instructional services, and to provide leadership in the development and coordination of reference and instructional resources and services for off-site users. Reporting to the Assistant Director for Access and Information Services, this position provides general and specialized reference service, including evening and weekend service; assists patrons in the use of online resources; coordinates services to our community of remote learners; develops instructional materials and guides for use in a networked environment; participates in the user education program and collection development; serves as faculty liaison with one or more academic programs; is a member of reference and user-education teams on projects to support information literacy and the use of web-based technologies for reference and instruction; serves on library and campus-wide committees.

**REQUIRED QUALIFICATIONS:** ALA-accredited MLS; wide knowledge of electronic and print reference sources; excellent oral and written communication skills; excellent analytical and organizational skills; strong customer service orientation and demonstrated ability to work in a team-based environment; strong technological skills and knowledge of current and emerging technologies and trends in the provision of reference and instructional services.

**PREFERRED:** One or more years experience in academic reference service, and teaching or training in a classroom setting; demonstrated proficiency in the use of HTML and web-authoring tools; demonstrated experience with a variety of microcomputer applications in a networked environment. Salary range \$40,340 - \$60,514. This is a 12-month tenure-track appointment; second master's degree or ABD status is required for tenure.

This position offers a comprehensive benefits package including tuition waiver for dependent children after one year of full-time employment.

The review of applications will begin immediately upon receipt and continue until the position is filled. Please forward letter of application, resume and list of three references to **Dr. Anne Ciliberti, Director of Library Services, Cheng Library, William Paterson University, 300 Pompton Rd., Wayne, NJ 07470.** For more information about the University and the Library visit: <http://www.wpunj.edu>.

William Paterson University is an equal opportunity institution committed to diversity.

*William Paterson University*  
**WAYNE, NEW JERSEY**

## THE COLLEGE OF NEW JERSEY

### Library ~ 2 Positions

The College of New Jersey is a highly selective, comprehensive residential institution recognized as one of the outstanding public colleges in the country. Located between New York City and Philadelphia in suburban Ewing Township, The College enrolls approximately 5,800 undergraduates and 900 graduate students.

We are currently seeking candidates to fill two full-time, 12-month, tenure-track positions at the Roscoe L. West Library. Requirements for both positions include: ALA-accredited Master's degree; minimum of three years professional academic or research library experience; excellent interpersonal, oral and written communication skills; experience in general reference and facility with electronic and traditional information resources. Initiative, flexibility and a strong service orientation are essential. Additional graduate degree in an appropriate discipline is highly desirable. Both positions provide general reference service, including some weekends and evenings. Research/scholarly activity, service on institutional committees, and active participation in the profession is expected for tenure. Salary range: \$44,476—\$66,705, with full benefits package including TIAA/CREF.

**BUSINESS AND ECONOMICS LIBRARIAN** - Coordinates collection development for Business and Economics; works closely with faculty in the School of Business to assess the needs of academic programs; initiates course-related and resource-specific instructional programs and participates in general user education. May serve as government information specialist. Significant experience using business resources is required. Preferred: educational background in business, economics, or a related discipline; expertise with government resources; basic knowledge of web page design. **Contact person: Dr. Karen Hartman, Chair, Business and Economics Librarian Search Committee; hartmank@tcnj.edu**

**SERIALS AND SCIENCE LIBRARIAN** - Provides leadership on serials issues, including collection development, licensing, and access; acts as liaison between Public Services and Technical Services on serials control; coordinates collection development for a designated science or engineering discipline (dependent on background); works closely with faculty in that discipline to assess the needs of the academic program; provides discipline-specific instruction and participates in general user education. Requirements: knowledge of serials operations, focusing on access management; knowledge of licensing issues; educational background and/or experience in a science or technical discipline. Preferred: experience with serials control, preferably using Voyager; basic knowledge of mark-up languages, as well as metadata standards and MARC formats; experience in negotiating access to electronic resources; experience preparing budget proposals. **Contact person: Ms. Maureen Gorman, Chair, Serials and Science Librarian Search Committee; mgorman@tcnj.edu.**

A review of applications will begin June 24, 2002, and the searches will remain open until the positions are filled. To apply please send cover letter, resume, and names and contact information (including emails) of at least four professional references to the attention of the contact person listed for each position to: The College of New Jersey, PO Box 7718, Ewing, NJ 08628-0718. Applications may be sent by e-mail. To enrich education through diversity, The College of New Jersey is an Affirmative Action/Equal Opportunity Employer.

# LITERATURE AND HUMANITIES LIBRARIAN

## California State University, Northridge Delmar T. Oviatt Library

DEPARTMENT: Technical Services.

EFFECTIVE DATE OF APPOINTMENT: Appointment available immediately. This is a 12-month, tenure-track position.

RANK: Senior Assistant Librarian.

SALARY: Minimum salary of \$48,156 and an excellent benefits package. Salary dependent upon qualifications and experience.

The Oviatt Library seeks a dynamic, energetic, team-oriented leader to fill the position of Literature and Humanities Librarian. For complete details about the position, go to: <http://library.csun.edu/libjobs.html>.

POSITION DESCRIPTION: Candidates must be passionate about the English language and its literature, and be able to build a high-quality collection serving students, faculty, and the curriculum. Serves as Coordinator of the Arts and Humanities Bibliographers Team, and has collection development responsibilities for English and American Literature, Journalism, some Modern and Classical Languages and Literature, and an interdisciplinary Humanities program. Serves as subject liaison to those departments and is also responsible for bibliographic instruction for those disciplines. Assignment includes service at the reference desk and fine arts desk, with occasional evening and weekend hours. Required qualifications include ALA-accredited MLS or its equivalent; some post-MLS collection development experience in an academic or research library or equivalent in one or more of the disciplines above; ability to interact effectively in a culturally diverse university environment; and reference experience. An advanced degree or substantial coursework in one of the disciplines listed above is preferred. Review of applications will begin immediately and continue until the position is filled.

Send résumé with names, addresses, and telephone numbers of three professional references to:

**Susan C. Curzon**  
**Dean, University Library**  
**California State University, Northridge**  
**1811 Nordhoff Street**  
**Northridge, CA 91330-8326**

The Library is dynamic, active, forward-looking, and committed to excellence. For more information about the Library, please see our Web site at: <http://library.csun.edu>; and <http://www.csun.edu> for California State University, Northridge.

*An equal opportunity, affirmative-action, Title IX, Section 504 employer.*

resources. Minimum salary is at the Assistant Professor level of \$43,962. The starting salary is commensurate with qualifications and experience. The position is tenure-track and contingent upon funding. For more information, visit [http://hr.unlv.edu/Employment\\_Svcs/](http://hr.unlv.edu/Employment_Svcs/). For more information about UNLV, visit <http://www.unlv.edu>. UNLV is an affirmative action, equal opportunity educator and employer committed to excellence through diversity.

**HEAD OF REFERENCE, BIO-MEDICAL LIBRARY.** University of Minnesota Libraries, Twin Cities Campus. Position UL153. Position available immediately. The Bio-Medical Library seeks experienced applicants for the new position of Head of Reference. The library particularly encourages the candidacy of individuals with experience in multicultural and multiracial environments. This position reports to the Associate Director for Public Services and will have responsibility for: Coordination of Reference Services, including reference desk coverage, training new and existing staff, searching, and participating in the management of the reference collection, both print and electronic; writing policies and procedures, developing and introducing new services and resources with a user-centered focus, and keeping staff up-to-date on reference tools, services, and resources; marketing reference services to the Academic Health Center and developing targeted outreach programs, participating in long-range planning for public services, and establishing goals and objectives for reference services and AHC liaison/outreach activities; support-

ing the library's Web initiatives, including HealthWeb and Health and Medicine in the News, and serving on committees both within the Bio-Medical Library and the University Libraries systemwide; collection development in an assigned subject area; staffing the reference desk on a regularly scheduled basis and participating in library instruction; supervision of four librarians and two classified staff. The Bio-Medical Library serves the schools of medicine, dentistry, nursing, pharmacy, public health; mortuary science, several allied health programs; and related life sciences programs of the university. The library has 63 FTE staff, including 15 librarian positions. The collection contains over 450,000 volumes; more than 4,100 current journal subscriptions; and 1,000 curriculum-related and self-instructional media and computer programs. The Bio-Medical Library, creator of Health and Medicine in the News, and cofounder of the HealthWeb project, is committed to developing innovative and progressive programs utilizing advanced technologies and a wide spectrum of resources. Bio-Medical Library, along with University Libraries, will be implementing the Aleph Integrated Library System from Ex Libris. Required Qualifications: ALA-accredited MLS or foreign equivalent; minimum of five years' progressively responsible experience in a health sciences library with both print and electronic holdings; supervisory experience; demonstrated knowledge of the latest trends in research and reference services; knowledge of current technological applications; excellent oral and written communication, leadership, organizational and interpersonal skills; experience teaching. Preferred Qualifications: Mem-

**SCIENCE  
REFERENCE LIBRARIAN**

**Wake Forest University  
(Search Reopened)**

Wake Forest University invites applications and nominations for a Reference Librarian-Science. The Science Reference Librarian is a key member of the Information Services Team at the Z. Smith Reynolds Library and serves as the subject specialist librarian for the sciences, mathematics, and computer science in the undergraduate College and in the Graduate School of Arts and Sciences.

This position provides reference and research assistance to groups and individuals using traditional and electronic formats; shares reference desk responsibility, including evening and weekend rotations, with six other professionals; provides user instruction; develops instructional materials; serves as library's liaison with science, mathematics, and computer science faculty; selects library materials to support undergraduate and graduate sciences of biology, chemistry, physics, mathematics, and computer science; provides computer training for incoming students and faculty; serves on library and university committees.

**REQUIRED QUALIFICATIONS:** Bachelor's degree in science; MLS from an ALA-accredited program; demonstrated knowledge of research and reference materials in the sciences; proficiency in the use of electronic databases and Web-based information delivery; demonstrable skill in library instruction; commitment to information literacy; excellent communication, interpersonal, organizational, analytical, and problem-solving skills; strong customer service orientation; ability to work successfully in a team environment; experience with automated library systems, standard Windows, and Internet applications.

**ADDITIONAL QUALIFICATIONS DESIRED:** Master's degree in one of the sciences; academic library experience with science emphasis or equivalent corporate experience in science. An equivalent combination of education and experience may be considered.

**COMPENSATION:** This 12-month professional position carries excellent benefits. Salary is commensurate with experience and qualifications, starting at \$35,000.

Review of applications will begin immediately and continue until the position is filled.

**TO APPLY:** Send letter of application, curriculum vitae, and names, addresses, telephone numbers, and e-mail addresses of three professional references to:

**Employment Manager  
Office of Human Resources  
Post Office Box #7424  
Wake Forest University  
Winston-Salem, NC 27109**

You may transmit your application materials via facsimile to: (336) 758-6127; or via e-mail to: [wakejobs@wfu.edu](mailto:wakejobs@wfu.edu).

For more information about Wake Forest University, visit our Web site at: [www.wfu.edu](http://www.wfu.edu).

*Wake Forest University is an affirmative action, equal opportunity employer.*

bership in the Academy of Health Information Professionals; experience with proposal and grant applications; demonstrated involvement in professional organizations; knowledge of trends and issues in health sciences libraries. Salary and Benefits: The University Libraries offer a competitive salary commensurate with skills and experience (minimum \$45,000). Excellent benefits and substantial moving allowance are provided. This is a full-time, 12-month, continuous appointment-track, academic/professional position with probationary appointment at the assistant or associate librarian rank. Rank will depend on qualifications and experience consistent with collegiate and university policy. To Apply: Send letter of application, résumé, and names and contact information of three current professional references to: Libraries Human Resources, 499 Wilson Library, **University of Minnesota**, 309 19th Avenue South, Minneapolis, MN 55455. Please identify the application with UL153. Applications will be accepted until the position is filled. The University of Minnesota is an equal opportunity educator and employer. <http://www.lib.umn.edu>.

**HEAD, COLLECTION DEVELOPMENT DEPARTMENT.** The **University of Nevada, Las Vegas (UNLV)** University Libraries invites applicants for a Head, Collection Development Department position in our world-class academic research facility, Lied Library. An experienced academic librarian is needed to manage the Collection Development Department with a \$3.5 million+ information access budget. The successful candidate will coordinate the selection of information in all formats, perform collection assessments, negotiate electronic resource licensing, oversee approval plans and other formal purchasing agreements, and work with consortia. This librarian will hold one of the key positions in transitioning the Libraries from a print to a digital environment. The minimum salary level is \$43,962 for Assistant Professor or \$52,755 for Associate Professor. The starting salary is commensurate with qualifications and experience. The position is tenure-track and contingent upon funding. For more information visit [http://hr.unlv.edu/Employment\\_Svcs/](http://hr.unlv.edu/Employment_Svcs/). For more information about UNLV, visit <http://www.unlv.edu>. UNLV is an affirmative action, equal opportunity educator and employer committed to excellence through diversity.

## ASSOCIATE UNIVERSITY LIBRARIAN FOR PUBLIC SERVICES

### Georgia State University

William Russell Pullen Library at Georgia State University, a growing university in the heart of Atlanta, seeks a dynamic leader for the position of Associate University Librarian for Public Services (AUL/PS).

**RESPONSIBILITIES:** The AUL/PS serves as a member of the senior management team of the library, with shared responsibility for the day-to-day operational functions of the organization. The AUL/PS provides leadership in planning, implementing, and evaluating public services departmental operations and services. AUL/PS has direct supervision of department heads over the functional areas of Access and Media Services, Liaison and Research Services, and Instruction and Learning Technology Services.

**AVAILABLE:** Summer 2002.

**REQUIREMENTS:** ALA-accredited master's degree and 10 years' professional library experience; five years' supervisory experience at unit or department head level or higher; knowledge of print and online reference sources and services; experience with collection development; excellent communication and interpersonal skills; demonstrated interest in research and professional activities; evidence of creativity and initiative; ability to work in changing organizational environments. Additional degree beyond the MLS highly desirable.

**SALARY AND RANK:** \$65,000 minimum for 12 months commensurate with the candidate's experience. Appointment at a faculty rank, on a contract renewal basis.

**TO APPLY:** Submit a cover letter addressing the above qualifications, résumé, names, addresses, and phone numbers of three references, including immediate supervisors. Materials received by **July 17, 2002**, will receive priority consideration. Send materials to:

**Carmen R. Newton**  
**Library Human Resources Officer**  
**William Russell Pullen Library**  
**Georgia State University**  
**100 Decatur Street, SE**  
**Atlanta, GA 30303-3202**  
**Phone: (404) 651-2172**

For more information, please visit our Web site at: [www.library.gsu.edu/](http://www.library.gsu.edu/).

*Georgia State University is an equal opportunity institution and  
affirmative action employer strongly committed to cultural diversity.*

**INSTRUCTIONAL SERVICES LIBRARIAN.** East Texas Baptist University is seeking a full-time librarian. Responsibilities include coordinating and developing library instruction, performing reference duties, and participating in collection development as a liaison. ALA-accredited MLS required. Interested candidates should see: <http://www.etbu.edu/news/jobs.php#faculty> for full description and application information.

**NURSING AND LIFE SCIENCES LIBRARIAN.** The University of Miami's Otto C. Richter Library seeks applications for the position of Nursing and Life Sciences Librarian, providing outreach services, user education, and research assistance to the School of Nursing and to interdisciplinary programs within the College of Arts and Sciences, and collection development responsibilities for nursing and life science curriculum. Required Qualifications: ALA-accredited MLS degree or equivalent; educational background in nursing, medicine, or one of the life sciences, or experience in nursing, medical, or science librarianship; experience providing library reference services and teaching experience or experience in developing and providing library instruction; experience developing library collections. Complete position announcement and with additional requirements available at: [www.library.miami.edu/employment/employment.html](http://www.library.miami.edu/employment/employment.html). Twelve-month appointment at Assistant or Associate Professor rank; tenure-track or nontenure options available. Salary commensurate with qualifications. Send letter of interest, résumé, and names and contact information for three references to: Lenor Meitin, Human Resources Associate, Otto G. Richter Library, University of Miami, P.O. Box 248214, Coral Gables, FL 33124-0320;

fax: (305) 284-4027; e-mail: [lmeitin@miami.edu](mailto:lmeitin@miami.edu). Equal opportunity, affirmative action employer.

**ONLINE LIBRARIAN.** Opportunity to create, develop, coordinate, and provide a program of library support in distance education. Create Web tutorials, research and recommend electronic database replacements and acquisitions. Provide reference services to distance education faculty and students. Nine-month faculty tenure-track position. Faculty salary schedule: \$32,404 minimum plus experience and post-grad work. The Library is located in the new Learning Technology Center. The Library staff has an excellent rapport with the faculty and students. Waco is centrally located between Dallas/Ft. Worth and Austin. Submit application materials to: Office of Human Resources, **McLennan Community College**, 1400 College Drive, Waco, TX 76708. An equal opportunity institution. Call: (254) 299-8611; fax: (254) 299-8592; Web site: <http://www.mclennan.edu>; or e-mail: [MCCJobs@mcc.cc.tx.us](mailto:MCCJobs@mcc.cc.tx.us).

**REFERENCE AND INSTRUCTION SERVICES LIBRARIAN.** Responsibilities: Wheelock College seeks a creative and energetic colleague who is committed to the highest level of service to direct all aspects of reference and instruction services and to provide leadership and vision for information literacy and collection development for print and electronic sources locally and remotely. Qualifications: An ALA-accredited master's degree; knowledge and experience using and searching a wide range of print and electronic information resources; provide library instruction by planning, coordinating, and

# INSTRUCTION LIBRARIAN

## California State University, Sacramento

Do you love to teach? Do you believe information competence is a vital skill set all students must have? CSUS seeks to fill a new position with a motivated, innovative, and energetic librarian to serve as an instructional team member in a successful and growing library instruction program. We hope to attract faculty who share a commitment to diversity, tolerance, and an active examination of ideas that can provide our students with a greater understanding of the richness and complexity of our society.

Under the general direction of the Head of Instructional Services, the Instruction Librarian is a member of the instructional services team and participates in the full CSUS Library instruction and outreach program, focusing on developing Information Competency projects across the curricula. In addition, the Instruction Librarian serves as a Reference Librarian and Library Faculty member with the attendant responsibilities.

**MINIMUM QUALIFICATIONS:** MLS or equivalent degree from an ALA-accredited program; experience providing instruction in an academic library and/or classroom teaching experience; experience providing instruction in an electronic classroom environment and knowledge of instructional technology; familiarity with information competence/literacy concepts and programs; reference experience; experience with library electronic resource, indexes, and databases; experience developing Web pages and using presentation software; excellent written and oral communication skills, including public presentations and editing; excellent interpersonal and team collaboration skills; ability to work effectively within a culturally diverse environment.

**PREFERRED QUALIFICATIONS:** Experience with statistical analysis and outcomes assessment techniques; experience with WebCT or other Web course management software.

**ANTICIPATED STARTING DATE:** January 2, 2003.

**APPOINTMENT:** This is a probationary, 12-month, tenure-track position at the Senior Assistant Librarian rank, salary range \$50,102–\$63,310 based on background and level of experience. Librarians have full faculty status and excellent benefits. Library faculty must demonstrate professional competence, scholarly or creative achievement, and service to the University and community to meet university requirements for tenure and promotion.

**APPLICATION PROCEDURES:** Applications received by **August 1, 2002**, will receive first consideration. Position open until filled. Send a cover letter describing interest and qualifications, a complete résumé, and the names, addresses, phone numbers, and e-mail addresses of four professional references to:

**Terry Webb**  
**Director and Dean of the Library**  
**California State University, Sacramento, Library**  
**2000 State University Drive East**  
**Sacramento, CA 95819-6039**

Applicants invited for interview will be required to submit official transcripts. Vacancy announcement and position description available electronically. Request from: [lmjones@csus.edu](mailto:lmjones@csus.edu).

*CSUS is an affirmative action, equal opportunity employer.*

teaching classes on information literacy; coordinate collection development activities; have a strong commitment to the profession and its service ethic; excellent oral and written communications skills; ability to relate well with faculty, students, and staff; strong commitment to public service and teamwork; experience with Web site design and implementation; and a commitment to the mission of the college. Salary: Commensurate with education and experience. Application Information: To apply, send a letter of application, résumé, and the names, addresses, phone numbers, and e-mail addresses of three professional references to: Albie Johnson, Associate Vice President for Academic Resources and Library Director, **Wheelock College**, 132 The Riverway, Boston, MA 02215; fax: (617) 232-5165. Review of applications will begin immediately and continue until the position is filled. For additional information about the College, visit our Web site at: <http://www.wheelock.edu>. Wheelock College is an equal opportunity, affirmative action employer and a member of the Colleges of the Fenway.

**REFERENCE LIBRARIAN.** The Wolfgram Memorial Library of Widener University seeks a reference librarian to provide general and online reference services including participation in evening and weekend rotation. Teaches information literacy classes, participates in the development and maintenance of library Web services, acts as liaison to history and/or social science programs, assists in the University Archives. This is a faculty appointment and requires a master's degree in library or information science from an ALA-accredited program. Also requires knowledge of HTML, Web page design, excellent Web searching skills, public services and instructional experience, familiarity and experience with current library technologies, and the ability and desire to work with a diverse clientele in a collegial setting. Desired: A second master's or other advanced degree in history or a social science and archival training or experience. Send a letter of application, a résumé, and the names, addresses, and phone numbers of at least three references to: Robert Danford, Director, Wolfgram Memorial Library, **Widener University**, Chester, PA 19013. Review of applications will begin immediately and will

# CIRCULATION LIBRARIAN, MASON LIBRARY

## ASSISTANT PROFESSOR RANK TENURE-TRACK 12-MONTH APPOINTMENT

Keene State College is currently seeking a Circulation Librarian; position is available June 1, 2002. Under the direction of the Head of Public services and under administrative supervision of the Director of Mason Library, this position is responsible for the supervision, operations, policies, and procedures of Circulation Services in Mason Library. Full position description, qualifications and application information can be viewed on the job vacancy page on the College's website: [www.keene.edu/hr/vacancies.cfm](http://www.keene.edu/hr/vacancies.cfm) or contact Office of Human Resource Management at (603) 358-2484 for a copy of the full job description. Review of applications will begin immediately and continue until the position is filled.

Keene State College is an affiliate of the University System of New Hampshire. The College and its teacher education programs are NEASC/NCATE-accredited with an enrollment of approximately 4,000 undergraduate students, 100 graduate students and 800 continuing education students. The KSC library houses approximately 300,000 paper volumes and has active subscriptions to more than 1,200 periodicals, newspapers, and annual publications. It also enjoys a unique partnership with the Keene Public Library, combining collections and services through the Keene Link electronic catalog. For further information about Keene State College's Mason Library, please refer to: [www.keene.edu/library/](http://www.keene.edu/library/).

*All applications and relevant materials should be sent to: Circulation Librarian Search, Office of Human Resource Management, Keene State College, 229 Main Street, Keene NH 03435-1604.*



## KEENE STATE COLLEGE

*Keene State College is a member of the Council of Public Liberal Arts Colleges, a national alliance of leading liberal arts colleges in the public sector. As an Affirmative Action/Equal Opportunity Employer, Keene State College is engaged in an effort to build a community that reflects the diversity of society.*

## Cornell University Library

### Coordinator of Technical Services Martin P. Catherwood Library New York State School of Industrial and Labor Relations

Catherwood Library seeks a highly engaged and dynamic technical services professional to provide leadership for the library's bibliographic control and acquisitions department. Reporting to the Assistant Director of Catherwood Library, the Coordinator will oversee the acquisition and bibliographic control of traditional and electronic materials in the subject area of industrial and labor relations. The Coordinator will provide functional supervision for 4.25 FTE classified and professional staff, set department policies, ensure the timely delivery of materials and services to library users, work closely with other department heads to determine library priorities, and provide training and documentation for staff as necessary.

Interested candidates should supply a letter of application indicating desired position, a resume and the names of three references to:

**Susan Markowitz**  
Director of Library  
Human Resources  
201 Olin Library  
Cornell University  
Ithaca, NY 14853-5301  
[libhr@cornell.edu](mailto:libhr@cornell.edu)

CORNELL

*Cornell University is an Affirmative Action/  
Equal Opportunity Employer/Educator*

<http://www.library.cornell.edu>  
<http://chronicle.com/jobs/profiles/002711.htm>

## Reference Librarian



**Drew University Library** seeks applications for a partner in a collegial Reference and Research Services Department, serving a

highly selective student body. The successful candidate, will provide reference service with evening and weekend rotation, perform collection development in sciences and technology, primarily in the Reference Collection, be fully involved in the Library's instructional program, actively contribute to the planning and organization of the overall reference program, as well as to the development of the electronic services of the Library, and will serve as a member of the Library Faculty. Required: An ALA-accredited MLS, strong academic background in sciences or technology, ability to work effectively in a collegial environment, solid interpersonal and communication skills, strong computer skills and knowledge of reference technologies, and commitment to library services. Preferred: 1-2 years experience with academic reference and library instruction, subject master's degree, experience in developing basic instructional web pages. Position begins January 2, 2003. Minimum salary \$38,000. Candidates should submit a letter of application and curriculum vitae, along with the names and contact information of three references to: **Jody Caldwell, Chair of Search Committee, Drew University Library, Madison, NJ 07940. E-mail: [jcaldwel@drew.edu](mailto:jcaldwel@drew.edu). A detailed position description is available at: [www.depts.drew.edu/lib/position.html](http://www.depts.drew.edu/lib/position.html). For information about Drew University, visit: [www.drew.edu](http://www.drew.edu). For fullest consideration, apply by July 1, 2002. The Library shares the University's commitment to maintaining a diverse faculty and student body and is an AA/EOE.**

# ASSOCIATE DIRECTOR, UNIVERSITY LIBRARIES

## Florida State University

RANK: Associate University Librarian.

The Florida State University (FSU) Libraries seeks applications for the position of Associate University Librarian for Services and Programs. The position reports to the Director of the University Libraries. The successful candidate will be a knowledgeable and innovative leader who possesses a thorough understanding of the evolving role of research libraries in contemporary higher education; is able to share a vision for state-of-the-art services and programs; and be an agent for change and play a major role in redesigning library user services and accomplishing the library strategic plan's goals and initiatives. The Associate Director provides libraries wide leadership for transformational and user-center research services, educational and information literacy programs, assessment, and facilities planning.

**DESCRIPTION:** Responsibilities will include: Provide leadership in developing faculty outreach and liaison programs; directs ongoing user needs and service quality assessments; directs the development, implementation, and support of programs and services; collaborates in strategic planning, policies, budget, and resource allocation; provides administrative review and responses to service queries or complaints; updates faculty and administrators on the role of information technology in scholarly communication; serves as a liaison to and collaborates with library and university departments; coordinates FSU Libraries services activities, programs, and initiatives with other local and regional academic institutions; and collaborates with the Assistant Directors of Public Services, Bibliographic Access Management, Collection Development and Management, Multi Media Services and Information Technology, and Special Collections and Branch Library Heads to accomplish their goals.

**QUALIFICATIONS:** Required: MLS from an ALA-accredited program; minimum of seven years of substantial management, supervisory, and budget experience in increasingly responsible positions in academic libraries; experience in public services in a researched library or comprehensive university library. Preferred: A record of successful implementation and management of new user services programs; clear understanding of the variety of services functions and knowledge of best practices and current trends; track record of developing, implementing, and evaluating short-term and long-term plans; demonstrated ability to introduce information literacy to the university community; excellent interpersonal skills, both written and oral; strong record of professional and scholarly activity.

**SALARY AND BENEFITS:** \$82,000 minimum, negotiable depending on qualifications. This is a full-time, 12-month, nontenured faculty appointment. Benefits include 22 days' vacation, 13 days' sick leave, group, medical, dental, and life insurance; an optional retirement program or state retirement; and no state or local income tax. With supervisor's approval, may qualify for university tuition scholarships for up to six hours credit each semester.

**THE LIBRARY:** Located in beautiful Tallahassee, Florida's capital city, a growing community with a population of more than 256,000, the Florida State University, a public, coeducational institution of the 11-member State University System of Florida, has an enrollment of more than 35,000 students. The FSU Library resources include eight libraries on the FSU-Tallahassee campus and the Library of the John and Mable Ringling Museum in Sarasota. With holdings of more than 10.1 million books, government documents, videos, microforms, databases, and tens of thousands of full-text electronic books and articles, the FSU Libraries rank among the nation's top research libraries. The Library is a member of ARL, CRL, RLG, and SOLINET. For more information about the Florida State University Libraries, see our homepage at: <http://www.fsu.edu/~library/>.

**ANTICIPATED DATE OF HIRE:** August 1, 2002.

**DEADLINE FOR APPLICATION:** July 1, 2002.

**TO APPLY:** Send letter of application, résumé, and the names, e-mail addresses, regular mail addresses, and telephone numbers of three professional references to:

**Pamela Byrd, Administrative Services Coordinator  
University Libraries  
Florida State University  
Tallahassee, FL 32306-2047**

Phone: (850) 644-5870; fax: (850) 644-5016; e-mail: [pbyrd@mail.fsu.edu](mailto:pbyrd@mail.fsu.edu).

## DIRECTOR OF THE LIBRARY

### California Baptist University

California Baptist University, an evangelical Christian University affiliated with the Southern California Baptist Convention, invites applications for the position of Director of the Library. The Director provides leadership and direction in the planning, budgeting, development, and administration of library services. Overseeing all operations of the library, the Director ensures that quality library services are offered to students and faculty. Four faculty librarians and three full-time staff assistants report to the Director.

#### REQUIREMENTS

Candidates must embrace the mission of California Baptist University and evidence a clear understanding of, and commitment to, excellence in teaching through the integration of the Christian faith and learning. MLS required; doctorate in an academic area or administration preferred. Successful candidates will have a minimum of five years successful experience in library program design, development, and performance assessment. Significant knowledge of and experience with information technologies, automated library systems, and networking required. Starting date: August 15, 2002. A faculty application may be submitted electronically. Visit: [www.calbaptist.edu](http://www.calbaptist.edu).

For further information contact: Jonathan K. Parker, 8432 Magnolia Avenue, Riverside, CA 92504; e-mail: [jparker@calbaptist.edu](mailto:jparker@calbaptist.edu); phone: (909) 343-4213.

continue until the position is filled. Widener University is an equal opportunity employer.

**REFERENCE LIBRARIAN.** University of Wisconsin-Whitewater. Duties: General reference using print and electronic resources; bibliographic instruction; collection development including Internet resources; liaison with College of Education; develop and maintain library user guides and Web pages; provide night and weekend service on rotational basis. Required: ALA-accredited MLS; professional reference experience including BI instruction; familiarity with a variety of electronic resources; effective team member; excellent communication and interpersonal skills. Desirable: Reference subject discipline specialty in education; experience with Web page design; second advanced degree in an academic discipline. Salary minimum of \$35,725 for a 12-month academic staff appointment. Benefits: Full benefits package, including retirement and 22-plus days' vacation. For more information, see: <http://library.uww.edu/jobopen/refjd02.htm>. Send letter of application, résumé, and names, addresses, and telephone numbers of three references to: Search and Screen Committee, c/o Sherry Hofer, University Library, UW-Whitewater, P.O. Box 900, Whitewater, WI 53190-0900. Applications received by June 15, 2002, will be given first consideration. Position available immediately. The University of Wisconsin-Whitewater is an affirmative action, equal opportunity employer.

**REFERENCE SERVICES LIBRARIAN (SCIENCES).** The Howard-Tilton Memorial Library at Tulane University is seeking a creative and service-oriented librarian with a background in the sciences or engineering for its Reference Services department. Responsibilities: The Refer-

## Art Librarian

Purchase College, State University of New York seeks an enthusiastic, service-oriented librarian to perform collection development, reference, and instructional services in the area of visual arts, design, and art history. The candidate is the liaison to the School of Art and Design and the Art History program in the Humanities Division. The Art Librarian manages the Library's Slide Collection that supports both undergraduate and graduate curriculums. Assisted by a full-time staff member, the candidate is responsible for selecting, acquiring, cataloging, and preserving an analog slide collection while planning and developing digital access to visual resources. The candidate participates in a general instructional program for freshmen and serves at the general reference desk. Some evening and weekend hours are required.

**Qualifications:** Position requires an ALA accredited MLS, a strong academic background in art, demonstrated ability to oversee and develop a slide collection, knowledge of current and future technologies for storing and accessing images, and good interpersonal and communication skills. Prefer a subject Master's degree in an art related discipline, reference experience in an academic library, and strong teaching skills.

**Salary:** from \$40,000 commensurate with qualifications and experience. **Faculty Rank:** Senior Assistant Librarian, 12 month, tenure track. Excellent benefits.

Send letter of application, resume and names of at least three references to:

**Office of Human Resources, Purchase College/ SUNY, 735 Anderson Hill Rd., Purchase, NY 10577.**  
[human.resources@purchase.edu](mailto:human.resources@purchase.edu).

*An Affirmative Action/Equal Opportunity Employer*

ence Services Librarian (Sciences) will provide general help and research assistance at the library's Help Desk, including some evening and weekend duty; participate with other librarians in providing instruction to undergraduate and graduate students through the library's new Center for Library/Internet User Education (CLUE); serve as a bibliographer for some science or engineering disciplines; develop outreach initiatives aimed at students and faculty outside the library building; and assume other duties and responsibilities as assigned. Subject assignments for collection development will be based on the experience and background of the successful candidate. Qualifications: Required: ALA-accredited MLS; experience in reference service and in assisting library users with digital library resources in an academic library; experience with science-related databases; excellent interpersonal and communications skills; and a record of working well in groups or teams. Preferred: Degree or scholarship in the physical or biological sciences, engineering, or computer science; experience with Web design; familiarity with collection development; and enthusiasm for an innovative and cooperative environment. (The individual will be expected to develop expertise in emerging technologies and lead and/or participate in innovative library projects.) Environment: Tulane University is an AAU/Carnegie Research I institution, with its main campus located in picturesque uptown New Orleans. The Howard-Tilton Memorial Library is the university's main library, which is an ARL research collection supporting programs in the humanities, social sciences, and the sciences. With a new Dean of Libraries and Academic Information Resources, the library has been reorganizing, building its collections, and developing an architectural plan for expanded library facilities. These changes make for an exciting time to work at the Howard-Tilton Memorial Library. (See: <http://library.tulane.edu>.) Salary/Benefits: Rank and salary commensurate with experience; excellent benefits, choice of health plans, and tuition waivers. Review of applications will begin June 21, 2002, and will continue until the position is filled. To Apply: Send letter, résumé, and names, addresses, and telephone numbers of three references, including immediate supervisor, to: Andrea Bacino, Secretary, Howard-Tilton Memorial Library, Tulane University, New Orleans, LA 70118; e-mail: [abacino@tulane.edu](mailto:abacino@tulane.edu); fax: (504) 865-6773. Tulane is an equal opportunity, affirmative action employer.

**REFERENCE/INSTRUCTIONAL LIBRARIAN.** Assistant University Librarian. Are you interested in helping people find the information they need? Come join Eastern Kentucky University (EKU) Libraries in the beautiful Bluegrass where faculty and students are passionate about life





## DOCUMENT DELIVERY/ REFERENCE LIBRARIAN

University of California, Berkeley

Public Health Library  
Assistant/Associate Librarian

**\$37,920-42,996 per annum, depending upon qualifications.**

Under the general direction of the Head Librarian, the appointee will be responsible for a fast-paced, high volume document delivery unit that serves the California Department of Health Services (CDHS) and the Office of Environmental Health Hazard Assessment, Cal/EPA. This includes the supervision of two FTE career staff and two FTE student assistants. The appointee will be the primary contact with the CDHS for document delivery services, be responsible for oversight and further development of the request tracking system, be responsible for staying abreast of technological developments related to information delivery, and assist with bibliographic problem solving. Will advise the Head on the information needs of contract patrons and recommend print and electronic resources to purchase and/or license for CDHS. Along with the other librarians, the appointee will perform online literature searching and provide other information services to the library's contract clientele. Will assist with the maintenance and continued development of the contracted services Web pages. And, as a member of the library's reference and instructional team, will share responsibility for providing reference services and user instruction to all library clientele.

**QUALIFICATIONS:** MLS from an ALA-accredited institution or equivalent combination of education and experience; supervisory experience; public service experience and a strong commitment to excellence; experience in health sciences librarianship and familiarity with health sciences information resources, especially electronic and Internet resources; experience utilizing bibliographic databases (e.g., PubMed, Web of Science) and strong bibliographic verification skills; working familiarity with library microcomputer applications; demonstrated ability to work in a team-oriented environment; excellent interpersonal and communication skills with the ability to lead and collaborate; ability to work independently as well as collaboratively in a complex, fast-paced environment; demonstrated initiative and flexibility in adapting to change; experience with document delivery; experience with database management software; direct supervisory experience including hiring and evaluation; Web page development experience; experience in the field of health sciences; online searching experience using commercial search services (Dialog, STN, Ovid); instructional experience.

For complete job description and requirements, see: <http://www.lib.berkeley.edu/LHRD/librec.html>.

**DEADLINE: July 1, 2002.**

**TO APPLY:** Send cover letter, résumé, and names and contact information of three professional references to:

**Barbara Kornstein  
Interim Academic Personnel Coordinator  
Library Human Resources Department  
447 The Library  
University of California  
Berkeley, CA 94720-6000**

Or send by fax to: (510) 642-8675; or e-mail to: [librec@library.berkeley.edu](mailto:librec@library.berkeley.edu).

*The University of California is an equal opportunity, affirmative action employer.*

and learning. ECU Libraries seeks a new member of their Reference Team, a group of committed professionals charged with planning and implementing creative library services. Reference Team members work collaboratively with teaching faculty to plan library instruction that is relevant and specific to research assignments. Responsibilities beyond instruction and typical reference duties include promoting services to faculty through our liaison program and working on library and university committees. ECU Librarians have faculty status and 12-month contracts. Salaries for librarians with one to three years' experience begin in the \$31,000 to \$33,000 range and stretch upwards for additional experience and expertise. Our salaries are highly competitive. Benefits include tuition waivers, family health care plans, choice of retirement plans, life insurance, 20 days' vacation plus sick time, and approximately 15 paid univer-

sity holidays. Qualifications: MLS from an ALA-accredited program required; three to five years' experience in academic libraries, reference and instruction experience preferred. Expectations: Good communication skills; the ability to work in a team environment; knowledge of reference tools (print and electronic); commitment to continuing professional development; the ability to work collegially with teaching faculty; and the desire to think beyond traditional reference services. Send letter of application, résumé, and names of three professional references to: Lee Van Orsdel, Dean of Libraries, **Eastern Kentucky University**, 521 Lancaster Avenue, Richmond, KY 40475-3102. Application review will begin June 14, 2002, and continue until the position is filled. Additional information about ECU Libraries can be found at the following Web site: [www.library.eku.edu](http://www.library.eku.edu). Look for the position announcement at the job placement center at ALA's

## DEPUTY UNIVERSITY LIBRARIAN

### Thomas Jefferson University

Thomas Jefferson University, a health science university, seeks an energetic and experienced individual to fill its position of Deputy University Librarian. The Deputy has broad responsibilities for the operations of the Scott Memorial Library, which include daily operations and planning of public and technical services, the library system, and the University Archives. In addition, the Deputy leads the library's relations with affiliates and hospitals, assists in preparation of the library budget, and supervises expenditure of budgeted funds. Supervisory responsibilities include 25 FTE professional and support staff.

The Scott Library is a unit of Academic Information Services and Research (AISR), which is focused on the development and transmission of knowledge resources for the university and its hospitals. AISR develops educational software, manages three public access computer labs and a simulation center, and has responsibilities for the learning infrastructure of the university. AISR has a staff of 60 and a budget of \$4.5 million. Please visit JEFFLINE, AISR's knowledge management resource, at <http://jeffline.tju.edu> for more information.

Located in the center of Philadelphia, Thomas Jefferson University is comprised of Jefferson Medical College (one of the ten oldest and largest medical colleges in the country), Jefferson College of Graduate Studies, and Jefferson College of Health Professions. It is close to important historical and cultural institutions.

**QUALIFICATIONS:** Master's in Library or Information Science from an ALA-accredited school with at least seven years of professional experience in a medical or science library. Supervisory experience, good oral and written communications skills, as well as knowledge of library automation are essential. Strong commitment to customer service is required. A full job description of this position may be found at: <http://jeffline.tju.edu/aisr/jobs/>.

**SALARY MINIMUM:** \$75,000. Excellent benefits package.

**TO APPLY:** Please send a letter of nomination or application to:

**James Wooten, M.B.A.**  
**Business Manager**  
**Academic Information Services and Research**  
**Thomas Jefferson University**  
**1020 Walnut Street**  
**Philadelphia, PA 19107**  
**Phone: (215) 503-8848**  
**E-mail: James.Wooten@mail.tju.edu**

Annual Conference in Atlanta. Several members of our team will be on hand to meet potential candidates. Eastern Kentucky University is an equal opportunity, affirmative action employer.

**TECHNICAL AND ACCESS SERVICES LIBRARIAN.** Assistant or Associate Professor. Southern Illinois University Edwardsville Library and Information Services. Description of Duties: Southern Illinois University Edwardsville (SIUE) seeks a creative and highly motivated librarian to provide leadership and expertise for defining and providing effective access to the libraries' paper, microform, audiovisual, electronic, and digital resources. Responsibilities: Reporting to the Director of Technical and Access Services, the successful candidate will be responsible for facilitating and coordinating access to the formats purchased in the library, including electronic and digital resources. Provide leadership in the development of standards, policies, and procedures across Technical and Access Services, with particular responsibility for acquisitions and serials and electronic and digital resources. Work cooperatively within Technical and Access Services and throughout Library and Information Services to recommend and implement standards, policies, procedures, and workflows. Serve as a resource person for faculty and staff throughout the library concerning issues surrounding acquisitions and serials including nonprint collections. Train Technical and Access Services staff in the use of Endeavor as it relates to acquisitions and serials. Term of Contract: Assistant or Associate Professor, 12-month, tenure-track, continuing contract. Professional rank and salary dependent upon credentials and experience, with a minimum salary of

\$40,000. Excellent fringe benefits. More information available at: <http://www.siu.edu>. Qualifications: Required: MLS from an ALA-accredited library school; acquisitions and/or serials control experience; experience with an automated integrated library system; excellent communication and interpersonal skills; strong service orientation; evidence of success in collaborative and team environments; demonstrated ability to meet the responsibilities for achieving tenure. University Environment: SIUE, 20 minutes northeast of St. Louis, serves the most populous region of downstate Illinois. Situated on 2,600 acres of rolling land and woods along bluffs a few miles from the Mississippi River, SIUE has a student population of over 12,000. As a premier metropolitan university, SIUE is the first choice of a diverse pool of applicants. The University fosters the personal growth of its students, faculty, and staff to develop academic, economic, and cultural leaders. Library and Information Services manages Lovejoy Library, Academic Computing (including responsibility for interactive video distance education technology), and Audiovisual Services. Lovejoy Library maintains a collection of more than 1,000,000 volumes and subscribes to more than 6,500 print and digital serials and periodicals. Additional information regarding the library and university can be found at the Web site: <http://www.library.siu.edu/lib>. Applications: Review to begin June 21, 2002, and to remain open until position is filled. Submit letter of application, résumé, and names of three current professional references to: Jay Starratt, Dean of Library and Information Services, Technical and Access Services Librarian Search, **Southern Illinois University at Edwardsville**, Lovejoy Library, Campus Box 1063, Edwardsville, IL 62026-1063.



## American University of Sharjah

Associate University Librarian for Public Services  
American University of Sharjah, United Arab Emirates

**FUNCTION:** The AUL provides leadership in all aspects of public services operations, including reference, circulation, information literacy program development and delivery, orientation, collection development, library web site, promotion; works closely with faculty, students, and staff on campus to develop, deliver, and evaluate library services; manages administrative functions of the public services department; participates in library-wide planning, decision-making, and policy development.

**REQUIREMENTS:** An ALA-accredited MLS, a minimum of 5 years' academic library experience, and supervisory experience are necessary. Additional requirements include: excellent communication and interpersonal skills; an ability to work effectively in a collaborative environment with students, faculty, and staff; adaptability, flexibility, creativity; and knowledge of new and emerging electronic resources and information technology. International experience is beneficial.

**SALARY AND BENEFITS:** Salary is commensurate with qualifications and experience, and is expected to start in the range of \$53,000 (the UAE levies no taxes; however, as AUS is incorporated in Delaware, some US Federal taxes may apply). Free furnished accommodation is provided, along with over six weeks' annual vacation, health/dental care, annual air tickets to place of origin for self and family, dependent educational allowance. A 2-year contract is offered, renewable on mutual agreement. The expected starting date is August 24th, 2002.

The UAE offers a high standard of living, and a safe and open environment for individuals and families, with abundant opportunities for cultural, travel, and recreational opportunities. The university offers a range of Baccalaureate and Masters degrees and expects to have approximately 3,000 students, 200 faculty, and 400 staff in the fall semester (<http://www.aus.ac.ae>). The library is relatively new and the successful candidate will have an active role in the full development of its services and facilities.

*Please send a cover letter and resume, including the names, addresses (including e-mail) and phone numbers of three references to:*

*Lorin Ritchie, University Librarian, American University of Sharjah, PO Box 26666, Sharjah, UAE*

*Email address: [lritchie@aus.ac.ae](mailto:lritchie@aus.ac.ae) - Fax: +9716 558 5008 - Phone: +9716 505 5266*

*Interviews will be conducted at the annual ALA conference in June.*

---

### Late Job Listings

**HEAD OF ACQUISITIONS.** Clemson University Libraries is seeking an innovative and dynamic librarian to manage all functions of a centralized acquisitions unit. Please see full job announcement at: [www.lib.clemson.edu/libjobs/acqHEAD.htm](http://www.lib.clemson.edu/libjobs/acqHEAD.htm). **Clemson University** is an affirmative action, equal employment opportunity employer.

**SPECIAL COLLECTIONS/ARCHIVIST.** The Princeton Theological Seminary Libraries invites applications for the position of Director of Special Collections. The Director reports to the Seminary Librarian. He or she will assist patrons, supervise staff, acquire and preserve materials, and represent the Seminary's special collections to scholars. The Director of Special Collections has an informal, rather than a classroom, teaching responsibility, advising students, faculty, and visiting scholars using the Seminary's extensive archival, manuscript, and rare book collections. Desired qualifications include: a Ph.D. in a theological or related subject area, a master's of

# Pennsylvania College of Technology

PENNSTATE



## Director of the College Library

Pennsylvania College of Technology, an affiliate of The Pennsylvania State University, is located in Williamsport, a family-oriented community, ideally situated along the Susquehanna River at the foot of Bald Eagle Mountain in North Central Pennsylvania, just a four-hour drive from four major metropolitan areas. Penn College is Pennsylvania's premier technical college and is a statewide focused institution with an extensive commitment to hands-on career programming. The College is currently seeking an individual with effective leadership and managerial skills to serve as Director of the College Library. The College Library is fully automated and serves approximately 5200 students in a comprehensive array of associate and baccalaureate degree programs with a strong emphasis on technology. Resources include an expanding collection of over 110,000 items, including significant electronic resources.

Reporting to the Associate Vice President for Academic Affairs, the Director manages all aspects of library operations and assumes a leadership role in determining library policy, developing and monitoring budget, and long-range planning. The Director supervises 6 full-time librarians, 13 support staff, and student assistants. Minimum qualifications include a Master's degree in Library Science from an ALA-accredited institution; five years of experience in an academic library or learning resources center, with two years in a supervisory capacity; and knowledge of library automation, cataloging, collection development, reference, information technology, and library architecture and design. Position will start as soon as feasible.

Penn College offers a competitive salary and benefits package including excellent educational benefits for employees and dependents at Penn College and Penn State. Submit a completed College application for employment AND a letter of interest, resume, and names, addresses, and telephone numbers of three professional references to: **Human Resources (222), Pennsylvania College of Technology, One College Avenue, Williamsport, PA 17701**. Position will remain open until a suitable candidate is identified; however, review of applications will begin upon receipt. For more information about Penn College, please visit our Web site at [www.pct.edu](http://www.pct.edu). A detailed job announcement and an application for employment are available at [www.pct.edu/humareso/stajobs.htm](http://www.pct.edu/humareso/stajobs.htm) or by calling (570) 327-4770. Penn College is committed to affirmative action, equal opportunity, and the diversity of its workforce.

Divinity, an MLS, membership in the Presbyterian Church (USA), familiarity with rare book and manuscript collections, budgeting and management skills, the physical ability to move standard archival boxes, a publishing record, participation in scholarly societies, and experience writing grant proposals. Above all, the candidate must have a commitment to promote the history and mission of Princeton Theological Seminary to various constituencies. Equal opportunity employer. The position is open July 1, 2002. The search will continue until the position is filled. Please send a letter of application, a curriculum vitae, and names of three references to: Stephen D. Crocco, Seminary Librarian, **Princeton Theological Seminary**, P.O. Box 111, Princeton, NJ 08542. Questions about the position may be submitted by email: [stephen.crocco@ptsem.edu](mailto:stephen.crocco@ptsem.edu).

**SPECIAL COLLECTIONS' REFERENCE LIBRARIAN.** The University of Maine Library is seeking a Reference Librarian to provide reference assistance to patrons of Special Collections, the holdings of which constitute one of the major resources for research on Maine History. This is a full-time position, with a starting salary of \$31,500. Responsibilities Include: Responding to mail, phone, and e-mail inquiries about the collections; assisting on-site researchers; overseeing the operations of the reading room; and contributing to the Web-site, databases, indexes, and other finding aids to enhance access to the collections. Required: ALA-accredited MLS; enthusiastic attitude towards public service; ability to communicate effectively, orally and in writing, with a diverse staff and clientele; strong computer skills; experience with Web-site development, database development, or other digital library projects. Preferred: Knowledge of Maine history; experience working with public; familiarity with research trends and methodologies in history and related fields; experience working in a library or archives. To Apply: Send cover letter and résumé to: Richard Hollinger, Head of Special Collections, 5729 Fogler Library, **University of Maine**, Orono, ME 04469-5729. Review of applications begins July 1, 2002. The University of Maine is an equal opportunity, affirmative action employer.

**WEB TEAM MANAGER.** Earlham College, Richmond, Virginia, a national liberal arts college, seeks applicants for a Web Team Manager. Working closely with Information Services

# SPECIAL COLLECTIONS AND MANUSCRIPTS LIBRARIAN

## California State University, Sacramento

California State University, Sacramento (CSUS) Library seeks a motivated and knowledgeable Special Collections and Manuscripts Librarian. This tenure-track, faculty position reports to the Head of Special Collections and University Archives. The Special Collections and Manuscripts Librarian is responsible for collection access and preservation in the department, excluding university records.

**MINIMUM QUALIFICATIONS:** MLS degree from an ALA-accredited program or equivalent; experience with archival processing and finding aid preparation; knowledge of archival theory and practice; experience with US MARC; knowledge of EAD (electronic archival description); knowledge of national bibliographic and archival databases; knowledge of conservation and preservation for archival materials; effective interpersonal and communication skills; ability to work with a diverse population.

**PREFERRED QUALIFICATIONS:** Coursework, concentration, or a certificate in archives; advanced degree in history or related field; experience with digital technology; experience with MARC-AMC cataloging; experience with mark-up languages and Web page design; experience with exhibit preparation; experience providing reference service and/or instruction; experience in providing training; successful experience working in a team environment.

Visit the library's homepage for a detailed vacancy announcement, <http://www.lib.csus.edu/geninfo/employment/>.

**ANTICIPATED STARTING DATE:** October 1, 2002.

**APPOINTMENT:** This is a probationary, 12-month, tenure-track, position at the Senior Assistant rank.

**SALARY RANGE:** \$50,102-\$63,310, based on background and level of experience.

Librarians have full faculty status and excellent benefits. Library faculty must demonstrate professional competence, scholarly or creative achievement, and service to the university and community in order to meet university requirements for tenure and promotion.

**APPLICATION PROCEDURES:** Applications received by **August 5, 2002**, will receive first consideration. Position open until filled.

**TO APPLY:** Send a cover letter describing interest and qualifications, a complete résumé, and the names, addresses, phone numbers, and e-mail addresses of four professional references to:

**Terry Webb, Director and Dean of the Library  
California State University, Sacramento, Library  
2000 State University Drive East  
Sacramento, CA 95819-6039**

Applicants invited for interview will be required to submit official transcripts. Vacancy announcement and position description available electronically, request from: [lmjones@csus.edu](mailto:lmjones@csus.edu).

*CSUS is an affirmative action, equal opportunity employer.*

and Public Affairs departments, the Manager provides leadership and direction for Web technology supporting academic, administrative, and marketing/communications initiatives. Responsibilities include planning, developing, and maintaining integrity of the Web site; monitoring campuswide Web needs; facilitating faculty involvement in Web technologies; and setting priorities. Applicants should possess bachelor's degree in information technology or information science, three years of experience in Web support or management, or comparable background. Master's degree, other advanced training, or higher education experience preferred. Please submit letter of application, résumé, and three references to: Assistant Vice President for Public Affairs, **Earlham College**, 801 National Road West, Richmond, Indiana 47374. Applications will be reviewed until the position is filled. For a copy of the job description, [http://www.earlham.edu/job-opportunities/positions\\_WTM.html](http://www.earlham.edu/job-opportunities/positions_WTM.html). Earlham, as an equal opportunity, affirmative action employer, eagerly solicits applications from African Americans and other ethnic minorities, women, and Quakers.