

Procedures Exchange Center, OMS/ARL, 1527 New Hampshire Ave., N.W., Washington, DC 20036. Individual kits may be purchased for \$15 (prepayment required) with checks made payable to the ARL Office of Management Studies. Library members of ARL receive kits for \$7.50.

• **Specialty Positions in ARL Libraries** (133 pages, January 1982), SPEC Kit #80, has been published by the Association of Research Libraries. It includes 49 documents with position descriptions covering the role of technical and managerial specialists in large libraries. SPEC kits are available by subscription from the Systems and Procedures Exchange Center, OMS/ARL, 1527 New Hampshire Ave., N.W., Washington, DC 20036. Individual kits may be purchased for \$15 (prepayment required) with checks made payable to the ARL Office of Management Studies. Library members of ARL receive kits for \$7.50.

• **Travel and Tourism Bibliography and Resource Handbook**, by Jeanne Gay (3 volumes, 1981), lists books, articles, notes, maps, reports, and similar information about every conceivable travel destination, including the polar regions. A list of resources provides names and addresses of tourism organizations, a subject bibliography, and an alphabetical list of tourism-related periodicals. The volumes are available for \$50 from Travel

and Tourism Press, P.O. Box 1188, Santa Cruz, CA 95061.

• **The Vieux Carré Survey**, by Florence M. Jumonville (31 pages, 1981), is a description of the preparation and a guide to the use of the major New Orleans architectural study located in the Historic New Orleans Collection Library. The pamphlet summarizes the types of research material to be found in the survey and suggests how it may be used to learn more about the history of the historic French Quarter. Complimentary copies may be obtained from the Historic New Orleans Collection Library, 533 Royal Street, New Orleans, LA 70130. ■■

Anthro-Minutes

ACRL's Anthropology and Sociology Section wishes to keep its members more up-to-date by providing copies of the minutes of their meetings. If you would like to be placed on the mailing list, send your name and address to: Sandra S. Kerbel, Secretary, Anthropology and Sociology Section, Graduate School of Business Library, University of Pittsburgh, Pittsburgh, PA 15260.



Classified Advertising

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). Late job listings will be accepted on a space-available basis after the second of the month.

Rates: Classified advertisements are \$4.00 per line for ACRL members, \$5.00 for others. Late job notices are \$10.00 per line for members, \$12.00 per line for others. Organizations submitting ads will be charged according to their membership status.

Telephone: All telephone orders should be confirmed by a written order mailed to ACRL headquarters as soon as possible. Orders should be accompanied by a typewritten copy of the ad to be used in proofreading. An additional \$10 will be charged for ads taken over the phone (except late job notices or display ads).

Guidelines: For ads which list an application deadline, that date must be no sooner than the last day of the month in which the notice appears (e.g., October 31 for the October issue). All job announcements must include a salary figure. Job announcements will be edited to exclude discriminatory references. Applicants should be aware that the terms *faculty rank* and *status* vary in meaning among institutions.

JOBLINE: Call (312) 944-6795 for late-breaking job ads for academic and research library positions. A prerecorded summary of positions listed with the service is revised weekly; each Friday a new tape includes all ads received by 1:00 p.m. the previous day. Each listing submitted will be carried on the recording for two weeks. The charge for each two-week listing is \$30 for ACRL members and \$35 for non-members.

Fast Job Listing Service: A special newsletter for those actively seeking positions. The service lists job postings received at ACRL headquarters four weeks before they appear in *C&RL News*, as well as ads which, because of narrow application deadlines, will not appear in *C&RL News*. The cost of a six-month subscription is \$10 for ACRL members and \$15 for non-members.

Contact: Classified Advertising Dep't, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611; (312) 944-6780.

FOR SALE

MARV BROADBENT, Box 6, Beltsville, MD 20705. Government publications. Standing, subscription, single, or search orders. No prepayment. No foreign surcharge. (301) 937-8846.

ERIC MICROFICHE COLLECTION. ED 010 000-ED 205 670 (1966-1981) Complete incl. indexes, cabinets. Contact: Director, Ambassador College Library, 300 W. Green Street, Pasadena, CA 91129; (213) 577-5544.

SHELFMARK ORIGINAL CATALOGING saves time and money on no-copy items. AACR2. 277 Valley View Road, Ukiah, CA 95482.

POSITIONS OPEN

AFRICAN-AMERICAN STUDIES LIBRARIAN, provides specialized reference services designed to reach minority students and in support of African-American Studies Department. Participates in general reference services in the social sciences and humanities. Selects materials in field of African-American studies. Participates in faculty meetings of the African-American Studies Department and serves as liaison with Office of African-American Student Affairs. MLS from accredited library school required; either courses in African-American studies or a master's degree in an appropriate social science or humanities discipline highly desirable. Experience with either online searching or bibliographic instruction desired, especially the latter. Ability to work independently and to initiate contacts with faculty members and students is essential. Reading knowledge of French or Spanish is desired. Salary is \$15,000 plus depending on qualifications. Available immediately. Applications received by June 15, 1982, will be considered. Send letter of application, resume, and names of three references, and have library school credentials, including transcripts, sent to: Lance Query, Personnel Librarian, Northwestern University Library, Evanston, IL 60201. An equal-opportunity/affirmative-action employer.

ASIAN COLLECTION CURATOR/BIBLIOGRAPHER. Faculty position in the Collection Development Division. Curator of East Asian vernacular collection of over 30,000 volumes. Responsible for analyzing existing collection, updating collection development pol-

icy, and coordinating selection of materials. Provides specialized reference service. Requires MLS or post-graduate education in the history, literature, and culture of East Asia. Ph.D. is preferred. Must be fluent in Chinese or Japanese and be able to read in at least one other East Asian language. Must be willing to abide by the standards of the Mormon Church and abstain from alcoholic beverages, tobacco, tea, and coffee. Minimum salary \$15,000 and up depending on qualifications. Submit resume and names of three references to Randy Olsen, Assistant University Librarian, Lee Library, Brigham Young University, Provo, UT 84602.

ASSISTANT CHIEF-MONOGRAPHIC ACQUISITIONS. Stanford University Libraries. Responsible for the Search/Order and Processing/Receipts Division within the Acquisition Department. Supervises 13 FTE support staff and one FTE librarian. Works with vendors. Reports to Chief, Acquisition Department. MLS or equivalent in background and experience. Knowledge of cataloging principles, bibliographic description, book trade and automated systems required. Experience in managing large unit, good communication skills. Knowledge of a foreign language, highly desirable. Associate Librarian: \$19,800-\$24,600; Librarian: \$22,500-\$29,000. Please cite #231 on all correspondence to: Carolyn J. Henderson, Stanford University Libraries, Stanford, CA 94305. EOE.

ASSISTANT DIRECTOR FOR COLLECTION DEVELOPMENT. The University of Georgia Libraries seek an experienced librarian with strong leadership qualities to assume responsibility for the overall

ASSISTANT DIRECTOR FOR PUBLIC SERVICES

University of Miami Libraries

(Search extended). Reports to the Director of Libraries. Administers and coordinates the activities of the operational units of the Public Services Division; reviews, evaluates, and plans new services as needed; initiates the development of goals and priorities for the Division; participates with other members of the library administration in the elaboration of general library policy. Qualifications: MLS from an accredited library school; at least 7 years related experience in a large academic library; strong leadership qualities to motivate staff to provide positive, responsive, and innovative services; ability to work effectively with teaching faculty; empathy with the library needs of students and faculty at each level of research. Twelve months faculty tenure-track appointment. Salary dependent on qualifications with a starting range of \$26,000-\$30,000. Position available October 1, 1982. Benefits include moving allowance, university assistance with house financing, tuition remission, non-contributory TIAA/CREF, partially paid insurance plans, one month vacation.

To ensure consideration, please send, **before June 11, 1982**, a letter of application, resume, and the names of three references, to:

Ronald P. Naylor

Assistant Director for Administrative Services

University of Miami Libraries

P.O. Box 248214

Coral Gables, FL 33124

Interviews may be arranged at ALA in Philadelphia. The university of Miami is an EEO/AA employer.

coordination of collection development. Responsible to the Director of Libraries, the Assistant Director manages and allocates a \$2.4 million materials budget; supervises the Collection Development Division comprised of Fine Arts, History, Humanities, and Social Sciences Departments with a staff of 11 professionals and 12 support; and coordinates collection development with other units in the Libraries. Selection procedures utilize an in-house automated system. Qualifications: ALA-accredited MLS; additional advanced degree strongly preferred; 5 years experience with collection development activities, preferably including budget preparation and control, in large academic or research library; public services experience preferred; knowledge of national trends in collection management and the acquisition of library materials; demonstrated administrative and supervisory ability; ability to deal sensitively with co-workers and to develop cooperative interaction with other library units; experience with or knowledge of automated library systems; understanding of the role of the library in academic research; ability to work positively with university faculty and administrators; knowledge of the principles of bibliographic control; flexibility in planning and implementing library programs; effective oral and written communication skills. Salary competitive and negotiable, minimum of \$25,000. Closing date for applications June 7, 1982. Send letter of application addressing the above qualifications, resume, and names of three references to Bonnie Jackson Clemens, University of Georgia Libraries, Athens, GA 30602. Search reopened. The position will not be filled unless suitable candidates are found. An equal-opportunity/affirmative-action employer.

ASSISTANT DOCUMENTS/REFERENCE LIBRARIAN, position open April 1, 1982. Duties include reference assistance and bibliographic control of international documents collection and some reference assistance with federal and state documents. Prefer person who has had experience with United Nations documents. Share time on general reference desk with night and weekend rotation. ALA-accredited MLS or equivalent. Salary with experience \$13,500 minimum. Twelve-month contract. TIAA/CREF and many other fringe benefits. Send application and resume to: Royal V. Pope, Director of Libraries, University of Arkansas, Fayetteville, Arkansas, 72701. An equal-opportunity/affirmative-action employer, welcomes applications from all qualified individuals.

ASSISTANT LIBRARIAN. Reports to the Director of Library Services. General responsibilities: assist the Director of the Library in the development of the library collections and the delivery of library services to a largely Native American population. Specific responsibilities: (1) provide assistance to the Technical Processing Department by providing original cataloging for materials which do not have such information provided by the Library of Congress or OCLC; (2) perform research and construct bibliographies in specific areas of interest as requested by persons, institutions and organizations; (3) develop programs of orientation for students and faculty throughout the year; (4) conduct classes in the use of the library and its facilities, both as a separate course and in collaboration with other instructors and departments; (5) be available for supervision and instruction of staff, reference inquiries, serials management, audio-visual utilization and other areas of professional services as required. Qualifications: master's degree in library science from an ALA-accredited institution. Two years of professional library experience, preferably in an academic/two year library. Special capabilities in data processing, Native American materials, educational technology and public relations. Salary \$16,500-\$20,000 beginning. Health and life insurance group plan, retirement plan pending. 20 days of paid vacation in addition to certain school holidays. Starting date: no later than June 1, 1982. Required information: letter of application expressing interest in and qualifications for position; resume; college transcripts; three letters of recommendation; Navajo Community College application for employment. Mail to: Marvin E. Pollard, Jr., Director of Library Services, Navajo Community College-Tsaile, Navajo Nation, AZ 86556; (602) 724-3311.

ASSISTANT SCIENCE SUBJECT SPECIALIST. Northern Illinois University has an anticipated, part-time, October, 1982, opening for an Assistant Science Subject Specialist. MLS from an accredited library school required; second master's or substantial graduate work expected, preferably in the sciences. At least two years' experience as a librarian preferred. Duties include: providing reference service (including online searches), bibliographic instruction, and collection development in science section of a subject divisional library; function as faculty liaison to some departments served. \$7,800 minimum for 12 month contract; Illinois Retirement System; one month vacation; academic status. Apply by sending resume, placement file, official transcripts, and three letters of recommendation, by July 15, 1982, to: George Nenonen, Personnel Director, University Libraries, Northern Illinois University, DeKalb, IL 60115. Northern Illinois University is an equal-opportunity/affirmative-action employer.

ASSISTANT UNIVERSITY LIBRARIAN, University of California, San Diego. Salary range: \$29,400-\$46,600. Available September 1, 1982. Is responsible for planning, leadership and evaluation of programs and services of both Biomedical and Medical Center Libraries. Reports to Assistant University Librarian for Sciences, and informally to School of Medicine and academic departments served

by libraries. Directs and develops staff of seven academic FTE, 20 support staff, and 6.6 student assistant FTE. Has administrative responsibilities for public services, technical services and collection development in both Biomedical and Medical Center Libraries. Represents UCSD Library in Regional Medical Library Network and other medical library organizations. Qualifications: considerable health/life sciences library experience in an academic environment. Demonstrated skills in administration, planning and interpersonal relations. Thorough understanding of concepts of health services and operations and trends in their development at local, regional and national levels; familiarity with research trends in health and life sciences, complete understanding of biomedical library services and the ability to formulate, advocate and relate goals and programs to disciplines served; demonstrated ability to work effectively with medical faculty and students, with research-oriented academic faculty and students, with health care professionals in varied specialties, and with library staff. MLS from an ALA-accredited library school is required. UCSD is an equal-opportunity/affirmative-action employer. Applications accepted through June 30, 1982. Submit applications, enclosing a resume and a list of references, to: Phyllis S. Mirsky, Assistant University Librarian, Sciences, Central University Library, C-075-G3, University of California, San Diego, La Jolla, CA 92093.

BUSINESS/ECONOMICS REFERENCE LIBRARIAN. Full-time tenure track position effective September. General and specialized reference duties, collection development and instruction. MLS and undergraduate degree in business or economics with two years' reference experience or social science degree with three years' experience. Salary \$17,028-\$27,288. Request full announcement and apply to: Chair, Library Faculty Personnel Committee, c/o University Librarian, Humboldt State University, Arcata, CA 95521.

CATALOG EDITOR. Directs the library's monographic copy cataloging effort and catalog maintenance, a manual authority control system, and integration of AACR2 headings into a unified dictionary catalog. Assists in planning future catalog access. Supervises six paraprofessional catalogers. Reports to Head, Automated Processing Department. Master's degree from ALA-accredited library school, or equivalent, required. Good oral and written communication skills required. Prefer previous experience with AACR2, author-

Assistant Director for Technical Services and Automated Systems

Assume responsibility for the overall planning and coordination of the library's technical service operations and all library automation activities. Direct scheduled procedures for an online catalog and provide leadership in the implementation of other library computer operations.

Graduate degree from ALA-accredited library school. Substantial progressive experience at the professional level in library technical services including some years with administrative responsibility and experience in the application of computer technology to library procedures. Comprehensive knowledge of technical services and computer operations, organization and practices in bibliographic control in a major research library. \$25,000 minimum. Faculty rank with good fringe benefits. Beginning date September 1, 1982. **Applications should be received by June 15, 1982.** Submit letter of application with resume including names of three references to:

Roscoe Rouse
University Librarian
Oklahoma State University
Stillwater, OK 74078

An AA/EO Employer.

ity work, a research library catalog, and OCLC or other automated cataloging systems. Tenure-track position, instructor or assistant professor (depending on qualifications), salary \$14,000-\$18,000. 12 month appointment, 24 days annual leave, tuition remission, usual benefits. Send letter of application, resume, and three letters of reference or placement folder by June 15, 1982, to: Jill Keally, Personnel Librarian, The University of Tennessee Library, Knoxville, TN 37996-1000. UTK is an equal-opportunity/affirmative-action/Title IX, Section 504, employer.

CATALOGER. A newly-created position for the cataloging and reclassification of the Jean Outland Chrysler Library. Will participate in selection of an online cataloging system. Supervision of one to two clerks. Qualifications: MLS from an ALA-accredited school; BA in art history; two years' relevant professional experience; reading knowledge of German and a second foreign language; knowledge of OCLC, RLIN, or another online cataloging system; familiarity with AACR2. Background in conservation/preservation desirable. Salary: \$14,000 minimum. Send resume and names of three references, to: Amy Navratil Ciccone, Librarian, Jean Outland Chrysler Library, The Chrysler Museum, Olney Road and Mowbray Arch, Norfolk, VA 23510.

CATALOGER, EIGHTEENTH CENTURY SHORT-TITLE CATALOGUE for North America. Two positions anticipated. Participates in the processing of catalogue records of 18th century British imprints, matching records with the base file and preparing machine-readable entries for new titles. MLS required; advanced degree in history or English with relevant specialization desirable; knowledge of computer cataloging desirable. Salary \$13,500 minimum, depending upon qualifications. Beginning date: October 1, 1982. Preliminary interviews at ALA. Preference given to applications received by July 15, 1982. Send resume to: Judith Singleton, ESTC/NA, College of Arts and Sciences, 260 Allen Hall, Louisiana State University, Baton Rouge, LA 70803. LSU is an equal opportunity employer.

CATALOGER, HISTORICAL MANUSCRIPTS, Department of Special Collections. Two-year, grant-funded appointment, available July 1. Will help process collections of 16th-19th century British manuscripts as member of project. Requires training and professional experience in processing British historical and literary manuscripts, including government records; ability to decipher difficult handwriting; knowledge of British history and law; basic knowledge of Latin; typing ability. Prefer library/archival degree or diploma; knowledge of 19th century English literary figures; familiarity with AACR2 form-of-entry rules and with automated data bases; experience in manuscripts conservation. Salary \$15,000 first year; \$16,200 second year. Apply by June 1, to: Mary Hawkins, Assistant Dean, University of Kansas Libraries, Lawrence, KS 66045. An equal-opportunity/affirmative-action employer.

CATALOG LIBRARIAN, ARIZONA & SPECIAL COLLECTIONS. The University of Arizona is seeking a professional cataloger for original cataloging of materials for Special Collections Department, with emphasis on Arizona and Western Americana collections. Supervises one library assistant and acts as a liaison between the Catalog and the Special Collections Departments. May involve training and supervising Special Collections staff in their duties involving cataloging. The University of Arizona is a large academic research library with more than two million volumes and four million holdings. The Catalog Department is one of four departments within the Technical Services Division. Requirements include: ALA-accredited degree and working knowledge of LC classification. Strong background in cataloging, the ability to communicate that knowledge and supervisory experience preferred. Working knowledge of Spanish and familiarity with OCLC is desirable. Position available July 1, 1982. Salary is \$15,500-\$20,000 per year. Professional librarians have faculty status but 12-month appointments, earns 22 days vacation plus 12 days of sick leave as well as a standard package of holidays and other fringe benefits. Deadline for application is June 1, 1982. Send resume, including the names of three referees, to: W. David Laird, University Librarian, University of Arizona Library, Tucson, AZ 85721. The University is an EEO/AA employer.

FIELD ARCHIVIST (3 POSITIONS). Seton Hall University seeks candidates for the positions (3) Field Archivist. The individuals selected will report directly to the University Archivist based on our South Orange Campus. These are one year positions and the successful applicants will conduct on-site surveys of Roman Catholic parish and institutional records throughout New Jersey. Qualifications: master of arts in American history with training and/or experience in archival management and techniques required. The applicant must evidence the ability to evaluate the physical condition of materials, knowledge of archival preservation and techniques, and demonstrate skills in inter-personal relations. \$14,000. Send resume with three (3) letters of recommendation by May 20, 1982, to: Peter J. Wosh, University Archivist, Seton Hall University, South Orange, NJ 07079. An EO/AA employer.

FINE ARTS LIBRARIAN. MLS or equivalent from ALA-accredited school and two years' experience in a fine arts library required. Responsible for supervision of Fine Arts Library (music, architecture,

art), catalog maintenance, reference, and bibliographic instruction. Supervise one full-time staff, 10 to 12 student assistants. Liaison between departmental faculty and library. Ability to supervise and work with public essential. Music or architecture background preferred. Salary range \$17,000 minimum, 12 month contract. Available July 1, 1982. TIAA/CREF and many other fringe benefits. Address application and resume to: Royal V. Pope, Director of Libraries, University of Arkansas, Fayetteville, AR 72701. An equal-opportunity/affirmative-action employer and welcomes applications from all qualified individuals.

HEAD LIBRARIAN AND BIBLIOGRAPHER, PHYSICS LIBRARY. Stanford University Libraries. Responsible for directing the program of service and collection development in the Physics Library. Defines goals, sets policies, develops, manages and evaluates the research collection. MLS or equivalent, BS or equivalent in one of the physical sciences. Supervisory experience. Two to three years in public services. Work with automated data bases and reference services highly desirable. Associate Librarian: \$19,800-\$24,600; Librarian: \$22,500-\$29,000. Apply by May 24, 1982. Contact: Carolyn J. Henderson, Stanford University Libraries, Stanford, CA 94305, citing #232 on all correspondence. EOE.

INSTRUCTION/REFERENCE LIBRARIAN, Undergraduate Library (half-time). Provide reference service and participate in course-integrated library instruction program reaching 8,000 lower division students yearly. Development, revision, and evaluation of printed instructional materials emphasized. Participates in policy-making. Extensive liaison work. Full job description available on request. Required: MLS from ALA-accredited school; 2 years' post-MLS public service experience; emphasis on library instruction; strong communication skills. Preferred: curriculum planning and instructional materials production, reference experience with undergraduates. Temporary position through August 31, 1983—continued permanent funding anticipated. Salary: minimum \$8,000. Send application letter, resume, names of three references, and writing samples, including instructional materials produced, by May 31, 1982, to Robert Treppa, General Libraries, PCL 3.200, University of Texas, Austin, TX 78712. Equal-opportunity/affirmative-action employer.

REFERENCE LIBRARIAN. Responsibilities include coordinating user instruction program, performing computerized database searches, assisting with general reference service. Library serves Colleges of Health, Medicine, Nursing, Pharmacy and health professionals in Utah. Qualifications: MLS, knowledge of biomedical bibliography, MEDLINE training, public relations and teaching skills required. Background in life sciences preferred. Salary minimum \$15,000 for one to two years' experience in health sciences library and MLS certifications. Excellent benefits. Academic rank. Tenure track. 12 month contract. Submit application, resume, and references by June 30, to: Elene Eyzaguirre, University of Utah, Salt Lake City, UT 84112. AA/EEO.

REFERENCE LIBRARIAN. University of Georgia, Main Library. Entry level position (salary \$14,200 minimum). The Reference Department includes 11 librarians and two support staff reporting to the Head of Reference. Duties: general reference service in social sciences and humanities with some weekend and evening work; preparation of bibliographies and guides; participation in bibliographic instruction programs and library orientation tours; reference collection building in assigned subject areas; online searching. Qualifications: ALA-accredited MLS; emphasis on academic librarianship preferred; undergraduate degree in the social sciences or humanities, advanced reference courses in the humanities or social sciences, or relevant experience; working knowledge of basic reference sources; ability to communicate effectively; interest in bibliographic instruction; reference experience and knowledge of online searching desired. Application procedure: send letter of application by June 4, 1982, including resume and names of three references to: Bonnie Jackson Clemens, Assistant Director for Administrative Services, University of Georgia Libraries, Athens, GA 30602. This position will be filled only if suitable applicants are found. An equal-opportunity/affirmative-action employer.

REFERENCE LIBRARIAN. Bibliographic instruction, traditional reference, supervision of circulation-reserve. Proven skill in bibliographic instruction and working with teachers essential. ALA-accredited MLS. Social science background and further graduate study desirable. Faculty status, 10 month schedule. Begin September. Minimum salary: \$16,000. A college of the American Lutheran Church. Send resume by May 31, to: Forrest Brown, Librarian, St. Olaf College, Northfield, MN 55057.

REFERENCE LIBRARIAN, UMD Health Science Library. MLS from an accredited library school; three to five years' reference experience, preferably in a health science library, but equivalent experience in a strongly life-sciences function acceptable; experience in online searching on NLM and BRS and in library instruction. Background in biomedical sciences and MLA certification preferred. Demonstrated ability in interpersonal communications and relations desirable. University of Minnesota Civil Service 12-month appointment of Librarian. Salary base: \$17,292. Position open 1 July 1982. Resume and three references should be sent to: The Director, Li-

brary and Learning Resources Service, University of Minnesota, Duluth, MN 55812, by 31 May 1982. An equal-opportunity/affirmative-action employer.

REFERENCE LIBRARIAN WITH SPECIALIZATION IN ENGINEERING. Provides general reference service with staff of other subject specialists. Particular responsibilities include bibliographic instruction for students in engineering and applied sciences, participation in collection development, and computer search service. ALA-accredited MLS, or equivalent, required. Previous training or experience with online data bases and a knowledge of science/engineering terminology preferred. Undergraduate major and/or advance study in a physical science, mathematics, or computer science desirable. Available September, 1982. Tenure-track position. Twelve-month appointment, 24 days annual leave, tuition remission, usual benefits. Salary ranges, dependent upon qualifications; Instructor: \$14,000-\$16,000; Assistant Professor: \$16,000-\$18,000. Applicants should submit letter of application, resume, and three letters of reference or placement folder by August 1, 1982, to: Jill Keally, Personnel Librarian, The University of Tennessee Library, Knoxville, TN 37996-1000. UTK is an equal-opportunity/affirmative-action/Title IX, Section 504, employer.

SCIENCE LIBRARIAN. Northern Illinois University has an anticipated September, 1982, opening for a Science Librarian. MLS from an accredited library school required; a second master's or substantial graduate work expected, preferably in the physical sciences. At least two years' experience as a science librarian preferred. Duties include: providing reference service (including online searches), bibliographic instruction, and collection development in science section of a subject divisional library; function as faculty liaison; coordinate activities with other science subject specialists (1.0 FTE) and supervise a branch library (chemistry and physics). \$16,200 minimum for twelve month contract; Illinois Retirement System; one month vacation; academic status. Send resume, placement file, official transcripts, and three letters of recommendation, by June 1, 1982, to: George Nenonen, Personnel Director, University Libraries, Northern Illinois University, DeKalb, IL 60115. Northern Illinois University is an equal-opportunity/affirmative-action employer.

SERIALS LIBRARIAN. The University of Arizona is seeking a professional librarian responsible for the re-cataloging and reclassification of serials publications. Includes original and copy cataloging of serials, supervision and training of a library assistant, processing cessations, liaison between the Serials and Catalog Departments in matters of serial identification and AACR2 entry changes, and correction of GEAC circulation records for serial material. Requirements include: ALA-accredited degree, working knowledge of LC classification and AACR2 as applied to serials. Supervisory experience and the ability to communicate effectively preferred. OCLC experience and knowledge of at least one Western European language is desired. Position is available July 1, 1982. Salary is \$15,000-\$17,000. Send resume and names of 3 referees to: W. David Laird, University Librarian, University of Arizona Library, Tucson, AZ 85721. The University is an EEO/AA employer.

SERIALS LIBRARIAN. Assistant Professor (one year substitute). Responsible for all aspects of serials operations. Required: accredited MLS, second master's; experience serials control academic library; knowledge OCLC, AACR2 re serials. Salary: \$17,985. Position available September 1. Application deadline June 30. Equal-opportunity/affirmative-action employer. Resume, three references to: Gladys W. Jarrett, Chief Librarian, York College, CUNY, Jamaica, NY 11451.

SPECIALIST IN BOOK SELECTION, Harvard College Library. Responsible for Widener Library collection development for materials published in Latin America, Spain, Portugal, Rumania, Albania, and the Philippines, in the humanities and the social sciences, both new and retrospective. Selects monographs and serials; supervises searching and order preparation process; initiates and oversees correspondence and records of exchange programs with about 100 institutions; and makes preservation decisions. Works with faculty and students on bibliographic problems and research needs; works closely with Serials Department in resolving complex receipt problems; coordinates collection program with other units of the University Library in this field. Qualifications: fluency in Spanish and Portuguese; strong knowledge of literature and culture of the major assigned areas; several years of library experience; and an interest in computer applications to library acquisition process, required. MLS or equivalent, graduate degree in Iberian or Latin American studies, knowledge of Rumanian, and knowledge of the book trade, highly desirable. Available: 1 September 1982. Rank: Librarian I or II, dependent on qualifications. Salary: \$16,000+. Resumes to: Philip E. Leinbach, Assistant University Librarian for Personnel, Harvard University Library, Cambridge, MA 02138. An equal-opportunity/affirmative-action employer.

UNIVERSITY ARCHIVIST. Faculty position in the Special Collections Division. Administers the university archives and records management programs. Responsible for establishing policies, developing budgets, hiring and supervising personnel. Acquires, processes and catalogs archival materials. Develops finding aids and

provides reference services. Requires graduate degree in archival science, history, library science or related discipline. Must have knowledge of principles and practices of archival science. Must be willing to abide by the standards of the Mormon Church and abs-

tain from alcoholic beverages, tobacco, tea, and coffee. Minimum salary \$15,000 and up depending on qualifications. Submit resume and names of three references to Randy Olsen, Assistant University Librarian, Lee Library, Brigham Young University, Provo, UT 84602.

REFERENCE LIBRARIAN/BIBLIOGRAPHER, Central University Library Reference Department. Assistant or Associate Librarian, University of California, San Diego. Salary range: \$17,412-\$22,284 or \$21,288-\$30,648. Available: July 1, 1982. Under Head of Reference Department, participates in Department's programs of reference, collection development, faculty liaison, instruction and information services; serves at reference desk, including some evening and weekend hours, provides specialized reference assistance in assigned subject areas in the humanities; provides computer assisted reference service; participates in instruction services; is responsible for collection development and faculty liaison in the assigned areas; UCSD librarians are expected to participate in such activities as library wide planning; expected to be active professionally. Qualifications: MLS degree from an ALA-accredited library school. Training and/or experience in collection development and reference service in large research library preferred. Advanced degree in humanities or social sciences desirable. An appointee at Associate level expected to bring to position well-developed reference and collection development skills and substantial previous academic library experience. Applicants at this level should possess leadership skills as evidenced by previous experience; demonstrated ability to work effectively with research-oriented faculty, library staff, and other members of the academic community; evidence of participation in professional activities. UCSD is an equal-opportunity/affirmative-action employer. Applications accepted until June 15, 1982. Submit a letter of application, enclosing a resume and a list of references, to: Jacqueline Coolman, Personnel Librarian, University of California, San Diego, Library Personnel Office, C-075-H2, La Jolla, CA 92093.

CENTRAL REFERENCE LIBRARIAN. University of Arizona. Duties include reference, Hispanic American and Chicano Studies subject specialization, online searching, orientation/instruction and collection development. ALA-accredited library degree, an academic background or academic library reference experience in Hispanic American or Chicano Studies, and ability to speak, read, and write Spanish required. Good communications skills essential. Online search skills preferred. Position available September 1, 1982. Salary minimum: \$15,000. Faculty status; 12-month appointment; 22 days vacation; fringe benefits. Send resume, including list of three references, by June 15, 1982, to: W. David Laird, University Librarian, University of Arizona Library-Tucson, Tucson, AZ 85721. An equal-opportunity/affirmative-action/Title IX, Section 504 employer.

LATIN AMERICAN/GENERAL CATALOGER. Original cataloging and classifying of monographs, serials and microforms in Latin American Studies, and of materials published in Spain and Portugal; cataloging of English language and other monographs, depending on language ability. Duties include searching and preparing cataloging for input to OCLC, using AACR and LC classification and subject headings. Reports to Head, Catalog Division. Library faculty are expected to meet University requirements for tenure and promotion, including research, publication and service. Available 1 July 1982. \$15,000-\$17,040. Required: MLS from ALA-accredited program; reading knowledge of Spanish; knowledge of AACR and LC classification and subject headings. Highly desirable: Reading knowledge of Portuguese and working knowledge of additional Western European language; 1-2 years' cataloging experience in an academic or research library, including knowledge of MARC tagging and OCLC cataloging system. Apply by June 15 to: Sharon A. Sullivan, Personnel Librarian, Ohio State University Libraries, 1858 Neil Avenue Mall, Columbus, OH 43210. Include detailed resume with names and addresses of three

references. An AA/EEO employer. Qualified women, minority and handicapped persons, as well as others, are encouraged to apply.

INFORMATION SERVICES/VETERINARY MEDICINE LIBRARIAN. Full-time position combining half-time service to the School of Veterinary Medicine and half-time service to the College of Agricultural and Life Sciences and the School of Family Resources and Consumer Sciences. ALA-accredited master's degree in Library Science and at least one year of reference experience in an academic or research library required. Preference will be given to candidates with subject expertise in the life sciences or veterinary medicine, experience with the selection and organization of audiovisual software and hardware, experience with computerized database searching including OCLC and experience in bibliographic instruction. Candidates should also have interpersonal skills effective in faculty, student and colleague interactions. Minimum salary: \$15,800 (depending on qualifications); 22 working days vacation; sick leave and health insurance. Apply by June 15, 1982. Send letter, resume, and names, addresses and telephone numbers of three references, to: Daisy T. Wu;, Director, Steenbock Library, 550 Babcock Drive, Madison, WI 53706; (608) 263-6864. UW-Madison is an equal-opportunity/affirmative-action employer.

REFERENCE LIBRARIAN AND BIBLIOGRAPHER FOR ENGLISH (Search reopened). University of Cincinnati Libraries. Responsible for building library collections in English, comparative literature, linguistics and journalism and maintaining effective liaison with the faculty of the Department of English and Comparative Literature. Provides general reference and research assistance as well as instruction in library use. Receives general direction from the head, reference/bibliographic services department, and consults with the director of collections and information services. The department, with a staff of ten librarians and eight support staff plus student assistants, provides reference services and includes government documents. Members of the department are also responsible for collection development. The Central Library is a spacious, user-oriented building, three years old, housing collections in the humanities, social sciences, business, and education. The University of Cincinnati is a member of the Association of Research Libraries, the Center for Research Libraries, and is the recipient of an NEH challenge grant totalling \$2 million. The city of Cincinnati is located in the hills of southwestern Ohio along the Ohio River bordering Kentucky. Qualifications: MLS degree from an ALA-accredited program and a graduate degree in English (ABD acceptable). One to three years of relevant professional library experience, reading knowledge of one modern European language in addition to English, and ability to communicate clearly, both orally and in writing, required. Ability to meet reappointment and promotion criteria established by librarians. Salary and rank dependent upon qualifications and experience. Minimum: \$15,400. Please send resume with cover letter and names of three references postmarked by June 19, 1982, to: Sharon Tuffendsam, Libraries Personnel Officer, University of Cincinnati Libraries, 640 Central Library, Mail Location #33, Cincinnati, OH 45221. The University of Cincinnati is an affirmative-action/equal-opportunity employer.

CATALOG LIBRARIAN for library serving two colleges. MLS from ALA-accredited school, experience with OCLC cataloging, knowledge of LC classification required. Minimum salary \$14,500. Position available July 1. Send resume and references by May 20 to: Jack Ray, Assistant Director, Loyola/Notre Dame Library, 200 Winston Avenue, Baltimore, MD 21212.

REFERENCE LIBRARIAN/BIBLIOGRAPHIC INSTRUCTION COORDINATOR. Work with other library faculty in further development and coordination of bibliographic instruction programs, general reference desk work, online information retrieval, collection development, and bibliographic control. Qualifications: MLS

from ALA-accredited school, plus MA or equivalent in life sciences and/or social sciences; five years' general reference experience in academic library; background to assess, develop, evaluate library instruction programs; strong commitment to public service and bibliographic instruction. Supervisory and online data services experience highly desirable. \$20,000-\$22,000 range. Faculty rank; 12 month tenure track appointment. Application should include evidence of specific qualifications and statement of philosophy of library instruction. Submit letter of application, resume, and names of three references by July 15, 1982, to: Hiram L. Davis, Director of Libraries, University of the Pacific, Stockton, CA 95211. EO/AA employer. Interviews at ALA in Philadelphia.

PROCESSING ARCHIVIST, R.W. Woodruff Library, Emory University. Available September 1, 1982. Responsibilities: plan, supervise, and participate in processing of manuscript and archival collections. Provide assistance in reference service and collection development. Specific duties include establishing processing priorities and procedures, supervising processing staff, maintaining processing manual. Minimum qualifications: ALA-accredited degree; formal archival training; strong background in history or literature, preferably American; 2 years experience in processing manuscript collections desirable; or equivalent combination of education and experience. Demonstrated ability to write, communicate, and work effectively with all segments of academic community. Salary and rank dependent on qualifications and experience; salary for beginning librarian not less than \$13,500. Letter of application, resume, and names of three references, to: David E. Estes, Head, Special Collections Department, Woodruff Library, Emory University, Atlanta, GA 30322. Application deadline June 11, 1982. AA/EO employer.

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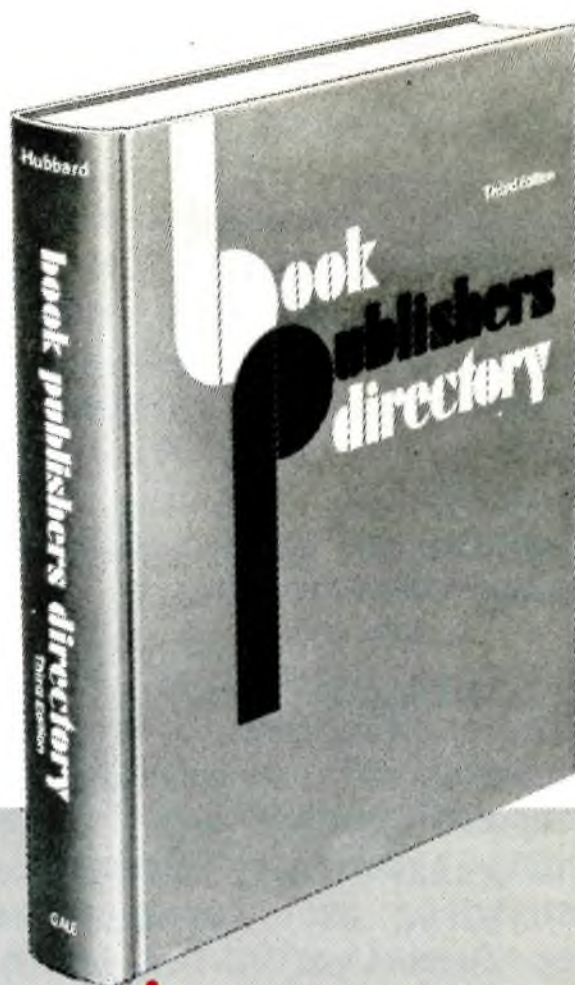
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