

FRANCES C. MORTON, senior descriptive cataloger for Persian and Turkish at the Library of Congress since 1979, died on October 14 of a heart attack. Morton was a 1986 candidate for vice-chair/chair-elect of ACRL's Asian and African Section. She had also worked at the Indiana University Libraries in 1977-1979 as Near Eastern cataloger, and was actively involved with the Committee for Iranian Refugees. Her monograph, *Uniform Titles for Constitutions of Asia and Africa* will be published in January by ALA's Resources and Techni-

cal Services Division.

JOAN PURSELL, librarian in the government publications department at the University of California at Santa Barbara, died October 13 after a long illness.

JUDITH STANLEY, bibliographer at the University of California at Irvine library from 1974 to 1979, died June 28 after a long illness.

JOHN VONNES, librarian at Central Technical Community College, Hastings, Nebraska, died recently of a heart attack. ■ ■

THE CLASSIFIED ADS

Deadlines: Orders for regular classified advertisements must reach the ACRL office on or before the second of the month preceding publication of the issue (e.g. September 2 for the October issue). Late job listings will be accepted on a space-available basis after the second of the month.

Rates: Classified advertisements are \$5.00 per line for ACRL members, \$6.25 for others. Late job notices are \$12.00 per line for members, \$14.00 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 20th day of the month in which the notice appears (e.g., October 20 for the October issue). All job announcements should include a salary figure. Job announcements will be edited to exclude discriminatory references. Applicants should be aware that the terms faculty *rank* and *status* vary in meaning among institutions.

JOBLINE: Call (312) 944-6795 for late-breaking job ads for academic and research library positions. A pre-recorded 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. This 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 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.*

POSITIONS OPEN

ARCHIVIST. The United States District Court for the District of New Jersey is planning to issue one or more publications on the 200 years of its history when celebrating the bicentennial of the Judiciary Act of 1789. There are numerous records of important events in the Court's history, both in its own files and elsewhere. The Court seeks to hire a professional archivist to work with these records. Previous archival experience and training is required. Historical writing experience is preferred. M.A. in American History or related field is preferred; B.A. required. ALA-accredited MLS is preferred, preferably with archives concentration at that level. Compensation and duration of project will be discussed with applicant. Responses, with resume, should be

sent to Hon. John W. Bissell, United States District Court, Federal Post Office Building, Newark, New Jersey 07102.

ASSISTANT ARCHIVIST/LIBRARIAN, McNeese University. To help process archival collections, assist in oral history project, make presentations to local organizations, assist in general reference activities. Must have experience in archival administration, either through actual work or certification in archival administration, either an ALA-accredited MLS or Masters in history. Some experience in oral history interviewing and basic knowledge of preservation/conservation techniques is desirable. Twelve month appointment with academic rank. Flex scheduling possible to allow individual development. Minimum salary \$17,500. Deadline for application is December 15. Send resume, names of 3 references to: Richard H. Reid, Director of Library Services, McNeese University, Lake Charles, LA 70609. McNeese University is an affirmative action, equal opportunity employer.

ASSISTANT UNIVERSITY LIBRARIAN FOR CENTRAL PUBLIC SERVICES, University of Arizona, (re-opened). The assistant university librarian has administrative responsibility for 6 public service departments (central reference, document, loan, library instruction, maps, and media) and is a member of the administrative group. Central services employs 21 professional librarians and more than 40 classified staff. The library serves a university community of 36,000 students and faculty. The annual acquisition budget exceeds \$3.4 million, and more than 90,000 volumes are added to the collection annually. Required: ALA-accredited degree and significant and increasingly responsible managerial experience in a research library, some of which must have been in a supervisory or administrative position in public services. Experience coordinating a large staff will be given special consideration. Demonstrated success with written and oral communication, familiarity with library/faculty liaison, library orientation and training program, computer assisted reference service, collection development work, and planning and budgeting are desirable. Librarians at the University of Arizona have academic professional status, are voting members of the faculty, have 22 days paid vacation, 12 days leave and 10 holidays. A standard package of fringe benefits is available. Salary: \$41,000 per year minimum (a higher salary can be negotiated dependent upon experience). Position available immediately. A letter of application, resume, and names of 3 references should be sent to W. David Laird, University Librarian, University of Arizona Library, Tucson, AZ 85721. Applications received prior to February 15, 1986, will be given first consideration. The University of Arizona is an equal opportunity, affirmative action employer.

BIBLIOGRAPHIC INSTRUCTION COORDINATOR. Under the direction of the Head of Reference, plans, coordinates, and evaluates the library's bibliographic instruction program. In addition, works with eight reference librarians in providing general reference service and freshman library orientation. Other responsibilities include reference consultation service, online searching, bibliographic instruction, and collection development in the subject areas of history, language, and political science. Qualifications: ALA/MLS, two years successful public service experience required. Demonstrated ability to plan, develop, coordinate, and evaluate bibliographic instruction program; excellent oral and written communication skills; and ability to work effectively with the public and co-workers highly desirable. Experience in online searching and microcomputer application, and experience in media design and production desirable. Master's in relevant subject field preferable. Faculty status, tenure-track ap-

pointment, and good benefits. Salary range: \$19,000-\$25,000. The Robert Muldrow Cooper Library is an important research support facility with a collection of 13,500 serial titles and 1,260,000 volumes. The staff includes 23 librarians and 60 support staff. Send letters of application with resume and names, addresses, and telephone numbers of three references by January 20, 1986, to: Chair, Bibliographic Instruction Coordinator Search Committee, Robert Muldrow Cooper Library, Clemson University, Clemson, South Carolina 29634-3001. An EEO/AA employer.

CATALOGER. (Position reopened). Primarily responsible for the cataloging and classification of Latin American monographic and microform materials. Qualifications: MLS from ALA-accredited school or equivalent; strong reading knowledge of Spanish and at least one other modern Romance language, preferably Portuguese; working knowledge of AACR2, LC classification and LC subject headings. Familiarity with OCLC preferred. Appointment at Librarian I or II level. Minimum salary: \$17,000; more, depending on qualifications. Liberal benefits including tuition exemption and 22 days' vacation. Twelve months academic appointment. Position open immediately. Please forward resume and names, addresses and phone numbers of three references to: Kate Maniscalco, Administrative Assistant, Tulane University Libraries, New Orleans, LA 70118. An equal opportunity, affirmative action employer.

CENTRAL REFERENCE LIBRARIAN. The University of Arizona is seeking a professional librarian to replace a staff member on indefinite medical leave. Although officially a year-to-year appointment, this position is expected to lead to a position in which continuing status can be achieved. Duties include reference service (including evening and weekend rotation), online bibliographic searching, library instruction, faculty liaison, and collection development in the

fine arts. Applicants for this position must be graduates of an ALA-accredited library school and have either an academic background or academic library reference experience in fine arts (art, architecture, interior design). Online searching experience and knowledge of French, German, or Italian are preferred. A speaking knowledge of Spanish would be helpful. Librarians at the University of Arizona are academic professionals with voting faculty status, have 12-month appointments, earn 22 vacation days a year, 12 days of sick leave, have 10 University holidays and other fringe benefits. The salary range is \$17,800-\$22,000, depending on qualifications. The position is available beginning July 1, 1986. Send letter of application, resume, and names of three references to: W. David Laird, University Librarian, University of Arizona Library, Tucson, Arizona 85721. Applications received prior to January 15, 1986 will receive priority consideration. The University of Arizona is an EEO/AA employer.

CIRCULATION/REFERENCE LIBRARIAN. Permanent tenure-track faculty appointment available January 1, providing opportunity for active involvement in comprehensive public service program. Primary responsibility for Circulation, including working closely with students and paraprofessional staff to provide full range of circulation services. Position also includes reference service, online searching, library instruction. Requires ALA-accredited MLS, enthusiasm and interest in Public Services. Previous professional experience desirable but not mandatory. Salary \$18,000 minimum (12 months) plus liberal faculty benefits including relocation assistance. Apply by December 31 to ensure consideration. Forward letter of application and resume plus names, addresses and telephone numbers of 3 current references to: Robert L. Burr, Director, Crosby Library, Gonzaga University, Spokane, WA 99258.

COLLECTION DEVELOPMENT OFFICER. Functions as the chief

HEAD LIBRARIAN

New England College of Optometry

The library is service oriented, serving 370 students and 50 faculty members and is a participant in OCLC and DIALOG. The librarian's activities and duties are diverse, requiring a working knowledge of all facets of library operation. Experience in fiscal planning, staff development and administration, facilities development, interlibrary cooperation, automated acquisition and retrieval, collection management, and bibliographic instruction are considered essential. Experience in the management of technical processing is highly desirable. An MLS degree from an ALA-accredited library school is required. The head librarian holds faculty rank and is eligible for tenure. Minimum starting salary is \$27,240.

Send a curriculum vitae, 3 professional references (with phone numbers), and a letter stating professional goals and library philosophy to:

Glen McCormack
Chairperson, Library Search Committee
New England College of Optometry
424 Beacon Street
Boston, MA 02115

This position is available after March 1, 1986. Applications are requested by **February 1, 1986.**

The New England College of Optometry is an affirmative action, equal opportunity employer.

UNIVERSITY LIBRARIAN

West Texas State University

The university is seeking a library director to supervise the overall operations of the library, including management of personnel, resources, facilities, and public relations. The library has an 850K collection, 12 professional and 25 support staff, and a \$1 million budget. The university has an enrollment of about 6,300 and is located in the Amarillo area. It offers bachelor's degrees in 59 subject areas and master's degrees in 38 subject areas through seven colleges and schools.

Qualifications: (1) Doctorate preferred and ALA-accredited master's, or ALA-accredited master's and second master's; (2) significant academic administrative experience; (3) experience with library automation and computer technology; (4) demonstrated leadership ability with strong emphasis on public relations and interpersonal skills.

Salary: competitive, commensurate with qualifications.

Starting date: Summer, 1986.

Application deadline: **February 1, 1986.** Submit resume, including names, addresses, and phone numbers of three references to:

Ken Van Doren
Box 215
W.T. Station
Canyon, TX 79016

Equal opportunity, affirmative action employer

officer for development and management of the library's collections; has primary responsibility for formulating collection development policies and procedures and for allocating and monitoring funds for library materials; assesses collection strengths and weaknesses; prepares statistical reports and budget analyses; acts as liaison with academic faculty and librarian subject specialists in the selection process; works with the university's development office on matters pertaining to gifts to the library. Reports to the Associate Director for Public Services. Qualifications: ALA-accredited MLS; five years of relevant experience with increasing responsibility for collection management in a major research library; effective writing, speaking, and interpersonal skills; knowledge of national and international trends and issues in academic library collection development; ability to work effectively and harmoniously with faculty and staff. Preferred qualifications include additional graduate degree(s); competency in foreign languages; experience with major automated library sys-

tems; experience with library fundraising. Library faculty must meet university requirements for promotion and tenure. Tenure-track position. 24 days annual leave. Tuition remission. Group health insurance. TIAA/CREF or state retirement plan with non-refundable contributions paid by the university. No state income tax. Rank and salary dependent upon education and experience. Assistant or associate professor: \$28,000-\$32,000. Send letter of application, current resume, and names, addresses, and telephone numbers of 3 recent references by January 31, 1986 to: Jill Kealy, Personnel Librarian, The University of Tennessee Library, Knoxville, TN 37996-1000. UTK is an equal employment, affirmative action, Title IX, Section 504 employer.

COLLECTION DEVELOPMENT/REFERENCE LIBRARIAN, Management Library, University of California, Los Angeles. Duties include, under the general direction of the Head of the Management

TWO NEW POSITIONS

Arizona State University

The reorganization of the Technical Services Division at ASU has created the following new job opportunities. Both positions will report to the Associate University Librarian for Technical Services.

Head, Acquisitions Department, responsible for administering the ordering, claiming and receipt of all serials and monographs. Supervises a staff of over 30, including two professionals, and monitors a materials budget of over \$3.5 million. Will be charged with implementing a new automated system for acquisitions and serials check-in and for linking that system to the library's online catalog and to the university's accounting system.

Head, Bibliographic Records, responsible for administering copy cataloging on OCLC; maintenance of the database of the online catalog; maintenance and conversion to machine readable form of several paper files, including the shelflist, authority files, serial holdings file, and public serials list; and physical processing of serials and monographs, including binding. Supervises a staff of approximately 30. Involved in planning and implementing automation.

Qualifications: both positions require the ALA-accredited MLS degree; successful supervisory experience, including hiring, training and evaluating personnel; demonstrated organizational abilities and leadership qualities; demonstrated skills in written and oral communication, interpersonal relations, management and planning; and evidence of professional commitment and involvement; and **prefer** substantial supervisory experience with a large staff.

In addition, applicants for **Head of Acquisitions** must have had a minimum of three years' increasingly responsible post-MLS experience in acquisitions (either serial or monograph) in a large academic/research library; technical services, including automation. Experience with an automated system for acquisitions and/or serial control is preferred.

Applicants for **Head of Bibliographic Records** must have had a minimum of three years' increasingly responsible post-MLS experience in original cataloging, copy cataloging or other relevant work with bibliographic records in a large academic/research library; knowledge of AACR2, LC classification, MARC format and current issues/trends in bibliographic control, including automation; and experience with OCLC or other bibliographic utility. Experience with an online catalog is preferred.

The ASU Libraries have experienced dynamic growth during the past six years, adding 55 new positions and increasing the materials budget from \$1.7 million to over \$3.5 million. The transition to an online catalog will be made soon, and a separate but linked acquisitions and serial check-in system is scheduled to be implemented early in the next fiscal year. Expanded automation and retrospective conversion activities have been funded. Collections total more than 2 million volumes, the total library budget is \$8 million, and there are 273 FTE staff. ASU, with 40,000 students, is the nation's sixth largest university and is located near Phoenix, the nation's ninth largest city.

Salaries: from \$30,000, depending on qualifications. Standard benefit package.

Applications should include (1) a statement that specifically addresses the qualifications given above; (2) current resume; and (3) names, addresses and phone numbers of four recent references. Please send letter with enclosures to: **Constance Corey, Assistant University Librarian, Hayden Library, Arizona State University, Tempe, AZ 85287**. Copies of the position descriptions and announcements of vacancy are available on request. Recruitment will remain open until the positions are filled. To ensure consideration, applications should be received **by January 31, 1986**, when review will begin.

ASU is a committed equal opportunity, affirmative action employer. Minorities are encouraged to apply.

Library, collection development duties: select items to add to the Library's holdings and oversee a newly-established approval plan; monitoring a book budget of \$166,000 and ca. \$17,000 in special funds; serve as liaison between Graduate School of Management faculty and the library regarding collection development; monitor and analyze the collection; participate in library-wide collection development activities and projects. Reference duties include providing reference assistance to Library users by working a minimum of two hours per day at the reference desk; providing special consultation service to MBA students; executing literature searches on computer databases; participating in a wide array of user education programs and compiling and editing GMS Library guides. Qualifications: demonstrated experience in business collection development and knowledge of current practices and issues, preferably in an academic library setting; demonstrated working knowledge of business reference sources and experience in providing reference services in an active library; experience in searching business computer databases; excellent interpersonal and communication skills (oral and written). Salary range is \$22,224-\$39,108. Anyone wishing to be considered for this position should write to: Rita A.

Scherrei, Director, Administrative Systems and Personnel Services, University Research Library, UCLA, 405 Hilgard Avenue, Los Angeles, CA 90024. The application letter should include a complete statement of qualifications, a full resume of education and relevant experience, and the names of at least three persons who are knowledgeable about the applicant's qualifications for the position. Candidates applying by January 22, 1986, will be given first consideration. UCLA is an equal opportunity, affirmative action employer. Librarians at UCLA are represented by an exclusive bargaining agent, the American Federation of Teachers (AFT).

COLLECTIONS MANAGEMENT LIBRARIANS (new positions), 1) for History, with special competency in German Studies; strong working knowledge of German and working knowledge of at least one other modern European language, French preferred; 2) to be part of a rapidly growing Soviet and East European Studies Program; strong working knowledge of Russian; working acquaintance with another East European language, and working knowledge of at least one other modern European language. Both positions will oversee work of assigned part-time selectors and may perform reference

THE UNIVERSITY OF SOUTH DAKOTA

Director, Library Services I.D. Weeks Library

The University of South Dakota invites applications and nominations for the position of Director of Library Services. Reporting to the Associate Vice President for Academic Affairs, the Director is the chief administrator of the I.D. Weeks Library, which includes the Educational Media Center. Responsibilities are budget preparation, personnel management, policy development, collection building, facility planning, public relations, educational media, and resource sharing and networking. The Director supervises the professional library staff and the Director of the Educational Media Center, and is a member of the Dean's Council, Graduate Council, and University Curriculum and Instruction Committee.

Qualifications: Candidates must possess a master's degree in Library Science from an ALA-accredited school and an additional graduate degree (doctorate preferred). The candidate should have held progressively more responsible administrative positions in an academic or research library, including budget and supervisory experience, as well as a record of scholarly and professional achievements and should be eligible for appointment as a full professor. Candidates must be able to demonstrate knowledge and/or experience of both public and technical services, new emerging technologies, collection development, and space planning. Leadership, good communication skills, and the ability to work with both campus groups and the community are essential.

Compensation: The salary for 12 months will be competitive, with a minimum of \$35,000, depending upon qualifications and experience.

Application/nomination procedure: Candidates should forward a letter of application indicating their interest in the appointment, a current resume, and the names and addresses of three persons familiar with their present and/or past responsibilities. At least one of these should be able to evaluate the candidate's performance in his or her current position.

Applications and nominations should be sent to:

Charles N. Kaufman
Associate Vice President for Academic Affairs
The University of South Dakota
414 East Clark
Slagle Hall, Room 107,
Vermillion, SD 57069

Application deadline: The Search Committee will begin its evaluation of candidate's credentials on **February 1, 1986**, the deadline for the receipt of applications and nominations. The position will be filled as soon as possible thereafter.

About the institution: The University central administration is committed to significant library budgetary support. Planning for building expansion has already begun. In addition to involvement in state and regional resource sharing, the library is involved in planning for a statewide integrated online system and will be among the first seven institutions to install terminals.

The University of South Dakota is an equal opportunity, affirmative action employer.

and/or cataloging work. ALA-accredited MLS or graduate information degree required with relevant graduate subject degree desirable. Research library experience and familiarity with booktrade desirable. Appropriate equivalent combination of education and experience will be considered. Understanding of scholarly research needs and methods. Demonstrated communication and interpersonal skills required, as well as ability to work with all segments of academic community. Positions report to Director of Collection Management. Initial salary and rank dependent on qualifications and experience. Beginning salary for Rank I: \$17,000; Rank II: \$20,000; Rank III: \$25,000. Send letter, resume, and names of three references to Herbert F. Johnson, Director of Libraries, Woodruff Library, Emory University, Atlanta, GA 30322. Application deadline: post-marked by January 31, 1986. Emory University is an equal opportunity, affirmative action employer.

COORDINATOR OF ACCESS SERVICES. Responsible for management and supervision of Circulation, Class Reserves, Periodical Information, bookstacks and other public services. Plan and coordinate automated circulation system for campus-wide use. Requires MLS degree and/or advanced degree in information technology, business or systems planning. Three years professional level library or comparable management experience required. Salary \$23,000 + depending on experience. Send resume with three references, no later than January 1, 1986, to: Gwen Owens, Chair, Appointments and Promotions Committee, Marquette University Library, 1415 W. Wisconsin Avenue, Milwaukee, WI 53233. Marquette is an urban Jesuit University and an affirmative action, equal opportunity employer.

CURRICULUM LIBRARIAN. Responsible for the juvenile and curriculum collections of a university serving 6,500 students; could involve some service responsibility for documents and database searching; opportunity to teach section of required course in use of library resources; supervision of student assistants. Nights and weekend work expected. Accredited MLS required; BS in education desired; experience helpful but not required. Annual salary \$17,000 + depending upon qualifications and experience. Excellent fringe benefits. Open immediately. Application including resume, undergraduate and graduate transcripts, placement papers, and two letters of recommendation should be sent by December 20,

1985 to: George N. Hartje, Director of Libraries, Pickler Memorial Library, Northeast Missouri State University, Kirksville, MO 63501-0828. EO/AEE.

DIRECTOR OF LIBRARIES. The University of South Alabama invites applications and nominations for the position of Director of Libraries. Applicants must show a minimum of five years progressively responsible administrative experience in an academic library, as well as scholarly contributions to the professions. An MLS degree from an ALA-accredited program is required and an additional advanced degree is preferred. Send nominations or applications and resumes to the Search Committee for the Director of Libraries, Office of the Dean of Arts and Sciences, University of South Alabama, Mobile, AL 36688. Each candidate should request three letters of recommendation to be sent directly to the same address. The salary for the Director of Libraries is competitive, with a minimum of \$45,000. The closing date for applications is January 15, 1986. The position is now open, and the new Director may assume duties as early as April 1, 1986, or as soon thereafter as possible. The University of South Alabama is an affirmative action, equal opportunity employer.

DIRECTOR OF LIBRARY, Albion College, a selective residential liberal arts college with an enrollment of 1600 students. Position available July 1, 1986. Primary responsibility for all library services, planning, budget, and personnel. Ability to work effectively with library staff, faculty, and college administrators essential. Familiarity with OCLC and computer library technology expected. Familiarity with contemporary audio-visual technology desirable. The Director of Library is expected to encourage and promote an imaginative and active library program. Candidates should have minimum of five years experience, including successful supervisory responsibility, an ALA-accredited master's degree and advanced subject field degree. Twelve-month administrative appointment. Salary commensurate with experience and qualifications. Minimum \$35,000. Applications should be received by 15 January, 1986. Send letter of application, resume, supporting materials, and names and address of three references to: Daniel P. Poteet II, Provost, Albion College, Albion, Michigan 49224; (517) 629-5511. EEO.

ENGINEERING LIBRARIAN. Reports to senior librarian. Required: Masters degree from ALA-accredited program, strong background

ACCESS SERVICES COORDINATOR/REFERENCE LIBRARIAN

California State University-Fullerton

Library faculty appointment, full time tenure-track position.

Responsibilities: Coordinates Access Services Section, consisting of Circulation, Interlibrary Loan, and Reserve Book Room, including staff of 6.5 FTE paraprofessionals and a large number of student assistants (on a -time basis). Maintains working knowledge of Library's automated systems and anticipates new computerized applications. Position is -time Access Services Coordinator and -time Reference Librarian in the Reference Section.

Requirements: MLS from ALA-accredited institution or equivalent and a second advanced degree. Minimum of five years of increasingly responsible academic library experience at the professional level including minimum of two years of experience in circulation. Demonstrated understanding of computer applications in circulation and interlibrary loan operations. Effective interpersonal and communication skills. Desirable qualifications: experience in administering computerized circulation or interlibrary loan activities.

Salary: minimum \$28,000.

Application: Please address resume including the names and addresses of three references and/or requests for further information to:

Barbara E. Davis, Chair
Public Services Recruitment Committee
University Library
California State University-Fullerton
P.O. Box 4150
Fullerton, CA 92634

Deadline for applications is **January 2, 1986**, or until such time as the position is filled.

Affirmative action, equal opportunity, Title IX employer.

DIRECTOR OF TECHNICAL SERVICES

Columbia University Libraries

A senior administrative position reporting directly to the VP and University Librarian, incumbent has responsibility for centralized technical services activities, including Bibliographic Control, Acquisitions, and Gifts and Exchange operations. Responsibilities include the development of innovative bibliographic and technical support services, participation in planning and policy development for the University Libraries and external cooperative programs, including those of RLG; and coordination of relevant activities with other senior staff. Staff includes 35 professionals, 96 support staff, and an FTE of 18 student assistants.

Qualifications: an MLS from an accredited library school and at least 5 years of substantial experience in a large academic and/or research library, including responsibility for a major technical services area. In-depth understanding of automated library processing and demonstrated administrative and leadership abilities essential. Minimum salary of \$50,000, depending on qualifications and experience. Excellent fringe benefits including assistance with University housing and tuition exemption for self and family. Submit resume, listing 3 references and salary requirements, to: **Technical Services Search Committee, Box 35, Butler Library, Columbia University Libraries, 535 West 114th Street, New York, NY 10027.** Deadline for applications is **December 31, 1985.** Position available on or about April 1, 1986.

An equal opportunity, affirmative action employer.

HEAD TECHNICAL SERVICES

Albert R. Mann Library Cornell University

Cornell, the land grant university of New York State, is known worldwide for its teaching and research programs of the College of Agriculture and Life Sciences and the College of Human Ecology. Mann Library, which supports these programs with 550,000 volumes and 9,500 current serials, is the largest academic agricultural and life sciences library in the United States, and its collection is second only to the National Agricultural Library. The Cornell University Library system is a member of the Research Libraries Group.

Responsibilities: Administers Technical Services Division, composed of the Acquisitions and Cataloging Units and employing five professional and ten support personnel. Formulates library policy relating to the acquisition and bibliographic control of all library materials (monographs, serials, software, etc.). Coordinates acquisitions and bibliographic control operations and programs with the Collection Development Division, as well as the Public Services Division, and other CUL system units. Provides leadership in the organization of division programs related to the development and implementation of an integrated library system, retrospective conversion projects, and automated support activities. Performs original or copy cataloging of materials in various formats.

Requirements: MLS from an ALA-accredited institution. Experience in a large academic/research library, with a minimum of three years administrative responsibility in technical services, including supervision of professional librarians. Demonstrated knowledge and understanding of acquisitions, cataloging, and serials processes, including knowledge of the U.S. and foreign book trade, AACR2, LC classification and subject headings, and RLIN (or other large bibliographic utility). Subject expertise or demonstrated interest in agriculture, the life sciences or human ecology, and some foreign language ability is desirable. *Demonstrated* organizational ability, strong interpersonal skills, imagination and creativity. Excellent oral and written communication skills. Familiarity with computer applications in library processes.

Applications will be accepted until the position is filled. Salary up to \$29,000; higher salary negotiable depending on qualifications. Send resume listing 3 references to:

**Carolyn Pyhtila
201 Olin Library
Cornell University
Ithaca, NY 14853**

An equal opportunity, affirmative action employer.

in engineering/science (academic training and/or experience), training in online literature searching, demonstrated oral and written skills. Preferred: undergraduate or graduate degree in engineering/science, experience in reference work and collection development, some computer experience or education. Participates in planning and implementation of new services, procedures, and policies. Shares responsibility for database searching (Dialog, BRS, SDC, Cas Online, NASA/Recon), reference, bibliographic instruction, and liaison work with the engineering faculty. Some evening and weekend work will be required. Projected beginning date for employment: April 1, 1986. Salary: \$19,000-\$20,000. 12-month, tenure track appointment, Assistant Professor rank, faculty equivalency. Send letter of application and resume to Douglas E. Jones, Dean of Libraries, The University of Alabama Libraries, P. O. Box 5, University, AL 35486, by the application deadline January 31, 1986. The University of Alabama is an equal opportunity, affirmative action employer.

HEAD, BIBLIOGRAPHIC INSTRUCTION DEPARTMENT, UNDERGRADUATE LIBRARY. Applying current technology, develops, coordinates, and acts as principal instructor of the library's bibliographic instruction and orientation programs including Library Skills segment of General Education Program; provides reference service for scheduled hours including weekend and evening hours; responsible for selection in certain subject areas; and participates in long-range planning with the UGL Director and other staff. Qualifications: ALA-accredited MLS and two years' experience in an academic library are required, including demonstrated experience in bibliographic instruction programs. Experience with basic reference tools and techniques is also required, preferably in the social sciences and humanities. Familiarity with online database searching and computer applications in library instruction is highly desirable. Planning and coordinating skills are expected, in addition to good interpersonal and written communication skills. Salary: \$20,000 or higher commensurate with qualifications; faculty status at the rank of Assistant/Senior Assistant Librarian. Send letter of application and resume including the names of at least three references to: Ms. M. E. State, Assistant to the Director for Personnel, University Libraries, SUNY/Buffalo, 432 Capen Hall, Buffalo, NY 14260. An EO/AA and Title IX employer. Ethnic minorities and women are encouraged to apply.

HEAD, ENGINEERING LIBRARIES. Administers and manages staff of Barker Engineering Library and branch, Aeronautics and Astronautics Library. Participates in and oversees provision of informa-

tion services and development of collections in civil, electrical, environmental, materials, mechanical and ocean engineering; computer science; energy resources and utilization; applied mathematics and mechanics; manufacturing and machinery; mineral resources; aeronautics and astronautics. Participates in systemwide policy formulation as a member of Divisional Librarians Group, which coordinates the public services of the MIT Libraries, and as a member of Library Council. Qualifications: MLS from ALA-accredited library school and minimum of five years increasingly responsible professional experience in an engineering or science research library required. Demonstrated effective management skills required. Experience in information services and collection management as well as demonstrated knowledge of applications of technology to libraries are essential. Degree in engineering or science highly desirable. Final candidates must demonstrate well-developed interpersonal skills and ability to work in groups. Hiring salary range: minimum \$35,000. To ensure full consideration send resume and names and addresses of three current references by December 31, 1985 to: Search Committee for Head, Engineering Libraries, The Libraries, Room 14S-216, Massachusetts Institute of Technology, Cambridge, Massachusetts 02139. MIT is an equal opportunity employer with an affirmative action plan and welcomes applications from qualified women and minority candidates.

HEAD OF CATALOGING. Faculty position reporting to the Assistant Director for Technical Services. Responsible for the supervision of cataloging operations (approximately 4 FTE), and participates in Technical Services planning and policy formulation. Responsible for original cataloging of books, serials and audiovisual materials using both LC and MeSH subject headings, and classification, using LC for books and serials and NLM for AV. The library is planning for retrospective conversion and automation and this position will play an important role in these activities. Required: ALA-accredited MLS with at least three years of recent professional cataloging experience, including original cataloging; thorough knowledge of AACR2, OCLC, LC classification and subject headings, and MARC tagging. Highly desirable: working knowledge of NLM classification and MeSH subject headings; academic medical library experience; successful supervisory experience. Desirable: MLA certification; working knowledge of a least one foreign language germane to the health sciences. Position available December 9, 1985. Applications will be accepted until the position is filled. Minimum beginning salary \$23,500. Send letter of application, resume and the names and addresses of at least three business references to Frank E. Sadowski Jr., Assistant Director for Technical Services. The Claude Moore

DIRECTOR OF RESOURCES

Columbia University Libraries

A senior administrative position reporting directly to the Vice President and University Librarian, the Director of Resources has responsibility for the development, management, and preservation of the Columbia University Libraries' collections. Responsibilities encompass policy formulation for providing access to scholarly resources, including both print and electronic formats; active participation in planning innovative cooperative programs for the coordination and sharing of scholarly resources on a national scale; responsibility for allocation and control of substantial budget for scholarly information resources in support of university programs; and management of an expanding program of preservation filming, including planning for the use of new technologies. The incumbent represents the Columbia University Libraries in regional and national networks. Staff includes 12 professionals, 25 support staff, and an FTE of 6 student assistants.

Qualifications: At least 5 years of substantial experience in a large academic and/or research library, including responsibility for a significant area of collection development. Advanced graduate degree in a field of the humanities or social sciences and an MLS from an accredited library school preferred. In-depth understanding of shared resources programs and demonstrated evidence of managerial, leadership, and creative abilities essential. Minimum salary of \$50,000. Excellent fringe benefits including assistance with University housing and tuition exemption for self and family. Submit resume, listing 3 references and salary requirements, to: **Resources Search Committee, Box 35, Butler Library, Columbia University Libraries, 535 West 114th Street, New York, NY 10027.** Deadline for applications is **January 15, 1986.** Position available on or about September 1, 1986.

An equal opportunity, affirmative action employer.

Health Sciences Library, Box 234, University of Virginia Medical Center, Charlottesville, VA 22908. EEO/AA.

HEAD OF PUBLIC SERVICES. Science & Engineering Library, University of California, San Diego. Rank: Assistant Librarian, \$22,872-\$29,256, or Associate Librarian, \$27,948-\$40,248. Starting date: Available immediately. The Science & Engineering Library's 138,000 volumes and 2,300 active serials comprise a collection that supports instruction and research in the fields of chemistry, physics, mathematics, computer science, and the programs in the Division of Engineering. Under the general direction of the Head of the Science & Engineering Library, incumbent is responsible for programs and policies in the full range of public services that support UCSD's research and instruction in physical sciences and engineering. Supervises 4.0 FTE Library Assistants. Implements an interlibrary loan operation. Coordinates reference service and has lead responsibility for development of reference collection. Assumes leadership for implementing public service components of library's automated system. Librarians participate in the Library's planning activities and are expected to be active professionally. Qualifications: MLS from an ALA-accredited library school. Strong communication and interpersonal skills. Demonstrated leadership skills. Experience in online literature searching, reference, and bibliographic instruction. Knowledge of interlibrary loan operations. Desirable: supervisory experience; background in science libraries or formal education in the sciences. Appointee at the Associate Librarian rank would be expected to bring to the position well-developed reference and supervisory skills, and substantial previous experience. Applications received by January 24, 1986, will be assured of consideration. Submit a letter of application, enclosing a resume and list of references to Lee Ann Swingle, Administrative Assistant for Academic Personnel, Library, C-075-H1, University of California, San Diego, La Jolla, California 92093.


HEAD, SERIALS UNIT. Reports to the head of the Serials Services and is responsible for management and supervision of the Serials Unit. Major unit functions include serials acquisitions; serials control; public service access to serials information for more than 40,000 titles; and the housing of 7,000+ current serials. Required: ALA-accredited MLS degree; evidence of ability to supervise people well; demonstrated ability to communicate effectively, orally and in writing; ability to work independently and with others. Preferred: experience with serials processing, OCLC, AACR2 and public service, preferably in a research library; knowledge of foreign languages; familiarity with the NOTIS serials control system. Salary: Dependent

upon qualifications and experience, \$16,500 minimum. Preference given to applications received by February 1, 1986. Apply to: Sharon A. Hogan, Director of Libraries, Louisiana State University, Baton Rouge, LA 70803. LSU is an equal employment university.

INSTRUCTIONAL SERVICES LIBRARIAN. Point Loma Nazarene College. Reference desk duty (some evening and weekend hours), database searching, and serving as liaison for bibliographic instruction and collection development with several academic departments. Qualifications: ALA/MLS, some academic library experience, Christian commitment and membership in an evangelical church. Faculty rank. TIAA/CREF. Salary \$15,000-\$25,000. Send application, resume, and three current references to James D. Newburg, Director of Learning Services, Point Loma Nazarene College, 3900 Lomaland Drive, San Diego, CA 92106.

INTERLIBRARY LOAN LIBRARIAN (New position). Loyola University of Chicago, Cudahy Library. Primary responsibility for interlibrary loan operations. Supervises student assistants. Assists in bibliographic instruction program. Promotes use of ILL service to students and faculty. Promotes resource sharing and establishing reciprocal borrowing agreements with other area libraries. Will assist Head of Circulation in directing and implementing new circulation and ILL procedures when online library system is installed in 1986/87. Reports to Head of Circulation. Qualifications: ALA-accredited degree; demonstrated knowledge and experience using OCLC/ILL subsystem; knowledge of trade and national bibliographies; familiarity with American and international ILL procedures; strong communication skills; strong commitment to public services. Working knowledge of European foreign languages preferred. Salary: up to \$20,000, depending upon experience. Qualified applicants should send letter of application, resume and names, addresses and phone numbers of three recent references to: Ellen J. Waite, Associate Director of Libraries, Loyola University of Chicago, 6525 N. Sheridan Road, Chicago, IL 60626. Applications received prior to January 3, 1986 will receive first consideration. Loyola University is expanding its library collection, staff and services. At present the library system includes 900,000 volumes on 3 campuses in Chicago and one in Rome, Italy. As the third largest private university in the Chicago area, it supports the research and teaching of 776 full time faculty and over 16,000 students. Loyola University of Chicago is an equal opportunity, affirmative action employer.

MEDIA LIBRARIAN. Responsible for the score, record and media collections of a university serving 6,500 students; could involve



DIRECTOR NETWORK AND LOCAL SYSTEM RELATIONS Research Libraries Group

Research Libraries Group, a nationwide consortium of research institutions headquartered at Stanford University comprised of 34 full members and 27 special members and associates. Salary range: \$41,892-\$60,948/year. This position, reporting to the RLG President, has primary responsibility for all issues relating to library automation at member institutions. Coordinates and consults with RLG members on the use of the RLIN union database in a distributed environment and the impact of this new environment on general issues of bibliographic control; coordinates relationships with national organizations in areas relating to RLG's technical goals; serves as spokesperson at national meetings for RLG. Qualifications: senior level research library experience, preferably in a large complex library; advanced degree in an academic discipline and/or MLS; significant experience or understanding of research library technical processing and/or public services functions; experience with and knowledge of RLG and RLIN is highly desirable.

To apply: submit a letter of application with a complete resume including addresses and phone numbers of three references to:

**Richard W. McCoy, President
Research Libraries Group
Juniper 103, Jordan Quadrangle
Stanford, CA 94305**

An equal opportunity employer through affirmative action.

some service responsibility for documents and database searching; opportunity to teach section of required course in use of library resources; supervision of one clerical position in addition to student assistants. Night and weekend work expected. Accredited MLS required; music background desired; experience helpful but not required. Annual salary \$17,000+ depending upon qualifications and experience. Excellent fringe benefits. Open immediately. Application including resume, undergraduate and graduate transcripts, placement papers and two letters of recommendation should be sent by December 20, 1985 to: George N. Hartje, Director of Libraries, Pickler Memorial Library, Northeast Missouri State University, Kirksville, MO 63501-0828. EO/AEE.

ONLINE REFERENCE SERVICES COORDINATOR. As a member of the reference department, coordinate the delivery of online reference services; develop and implement programs which will enable the academic community to make effective use of online databases. Assist in the application of microcomputers and related hardware to library operations, modifying software or writing programs as necessary. Participate as directed in other library affairs which involve automation. Work scheduled hours, including eve-

nings and weekends, at the general reference desk. Required: MLS or equivalent; experience in and demonstrated aptitude for online database searching and reference work; some familiarity with micro-computer hardware and software. Preferred: prior experience as online coordinator. Faculty rank and status, tenure track. Appointment will be at Assistant or Associate Professor depending on qualifications. Salary range: \$22,000-\$29,000. Standard benefits include TIAA/CREF, paid medical. Submit resume and names of three references who are familiar with your work to: Dan Mather, Chairman, Search Committee, Wilson Library, Western Washington University, Bellingham, WA 98225. To be considered applicants must have mailed their resumes no later than February 1, 1986. WWU is an AA/EO Employer.

PRESERVATION AND COLLECTIONS LIBRARIAN. Plans, designs, evaluates, and coordinates MIT Libraries' preservation program; coordinates collection management projects; directs collection assessment program. Recommends, formulates, documents, and implements preservation and collection review and assessment policies; develops system-wide priorities; oversees and coordinates storage, transfer, and weeding decision-making and implementa-

UNIVERSITY OF MINNESOTA LIBRARIES-TWIN CITIES

Division Head, Reference and Information Services Humanities and Social Sciences Libraries

The Humanities and Social Sciences Libraries Department of the University of Minnesota Libraries-Twin Cities, seeks qualified applicants for the position of Division Head for Reference and Information Services. The Division Head reports to the Humanities and Social Sciences Libraries Director and is responsible for the service programs of a division consisting of eight units, located in four buildings on the East and West Banks of the Minneapolis Campus. The eight units are: Humanities/Social Sciences Reference Services (East Bank and West Bank), Business Reference Service, Government Publications Library, Interlibrary Loan/INFORM, Learning Resources Center, Map Library, Music Library, and Public Administration Library.

The Reference and Information Division services programs include direct reference assistance, online searches, and user education activities as well as reference collection maintenance and collection development for reference collections and related subject areas. Reference and Information Services Division staff consists of 21.8 FTE librarians, 20.8 FTE civil service support staff, plus student staff in each of the units. The Division Head directs the work of the division and coordinates the division's activities with other divisions in the University Libraries. The Division Head invests a portion of his/her time in providing direct reference service to Humanities and Social Sciences Libraries clientele.

The Division Head is a member of the Humanities and Social Sciences Libraries Management Team, which includes the Director, the Collection Development Division Head, and Access Services Division Head. The Division Head is a member of the University Libraries Reference and Information Services Planning Committee. The University Libraries is currently involved in implementing an online catalog. It is a member of RLG and participates in OCLC.

Applicants must have a Master's Degree in Librarianship and a minimum of five years progressively more responsible experience within a general reference setting, including some management experience. Excellent oral and written communication skills and the ability to work well with people, both individually and in groups, are required. There must be evidence of a strong commitment to responsive and innovative reference service and the ability to provide effective leadership while working cooperatively in a demanding and rapidly-changing environment. Experience in a university or large research library is highly desirable.

This is an academic-administrative position. Minimum salary is \$35,000; salary is negotiable with experience. A multi-year, fixed-term contract will be offered. The position is available in the Spring of 1986.

To apply for the position, send a letter of application that describes your experience in terms of the requirements of this position, together with a resume and the names of three references to: **Barbara Doyle, Personnel Officer, 499 Wilson Library, 309 19th Avenue South, Minneapolis, Minnesota, 55455-0414. Identify application with the number UL 128.**

Applications must be postmarked **by January 15, 1986.**

The University of Minnesota is an equal opportunity, affirmative action educator and employer, and specifically invites and encourages applications from women and minorities.

tion. Makes recommendations for environmental, security, and physical state of collections. Develops training and education programs for staff and library users; serves as liaison with department heads, collection managers, processing librarians, and subject specialists. Organizes, plans, and directs work of Binding and Repair Unit (in-house repair operations, physical processing, and commercial binding) and RetroSpective Collection (on-campus storage facility for lesser-used materials). Works with Libraries' Conservation Consultant in introducing new preservation techniques and planning special projects. Develops funding proposals for preservation and collection review programs. Chairs Disaster Team; serves on Collection Management Group and Joint Committee for Technical Processing. Carries out special projects and assignments as required. Qualifications: MLS from ALA-accredited library school and minimum of three years professional library experience required. Advance preservation training or significant preservation experience in research library required, as is organizational, managerial, and supervisory skills. Collection management experience desired. Final candidates must demonstrate well-developed interpersonal skills, competence in physical treatment of library materials, knowledge of current preservation issues, and an understanding of the relationship between bibliographic control and preservation in a research library. Hiring salary range: \$23,000-28,000. To ensure full consideration send resume and names and addresses of three current references by December 31, 1985 to: Search Committee for Preservation and Collections Librarian, The Libraries, Room 14S-216, Massachusetts Institute of Technology, Cambridge, Massachusetts 02139. MIT is an equal opportunity employer with an affirmative action plan and welcomes applications from qualified women and minority candidates.

PROGRAM OFFICER FOR MIDDLE EASTERN STUDIES, Research Libraries Group. Primary responsibility is for programmatic activities and training related to the Non-Roman capabilities in the RLIN system, including Hebrew, Arabic and Cyrillic. Initially the focus will be on the analysis and design of the non-Roman alphabet support of RLIN, and as these capabilities are implemented, on training users in member institutions and developing related user documentation. This position will also have responsibility for any cooperative programs or projects related to Middle Eastern studies (and possibly Slavic studies) that RLG undertakes in the future. Qualifica-

tions: Reading knowledge of Hebrew and/or Arabic, and competency in writing Hebrew/Arabic letters. MLS, advanced degree in Middle Eastern Studies and/or equivalent experience. 3 years experience in a research library or teaching Middle Eastern Studies: good communication skills; good interpersonal skills; ability to work effectively in small groups and project teams. Familiarity with computers or database management system highly desirable. Hiring range: \$2,484-\$3,253 per month; Stanford University benefits. Full job description mailed upon request. Send letter of application, resume, and names of three references by January 10 to: Patricia McClung, Associate Director for Program Coordination, Research Libraries Group, Jordan Quadrangle, Stanford, CA 94305.

PROJECT DIRECTOR AND AUTOMATION SPECIALIST. For the Upper Peninsula Region of Library Cooperation, Inc., a multi-type cooperative representing academic, public, school and special libraries in Michigan's Upper Peninsula. In administering the project, the director must provide technical expertise in the coordination and implementation of a new regional automated library system. The project is initially supported by a foundation grant. Reports to the UP-RLC, Inc. Users' Council. Qualifications: MLS desirable; experience with automated library systems essential, demonstrated administrative and organizational skills, ability to work well with all levels of professional and technical staff, ability to work well with a board and committees, demonstrated skills in writing and speaking, willingness to travel frequently. Salary: \$28,000 minimum. Submit letter of application, resume, and the names of three references to Search Committee, Upper Peninsula Region of Library Cooperation, Inc., 217 North Front Street, Marquette, MI 49855. Deadline: February 1, 1985. Interviews may be held at ALA Midwinter Conference in Chicago. An AA/EO employer.

PUBLIC SERVICES LIBRARIAN, McNeese University. To help develop and maintain serials collection. Also participates in general reference services including library instruction. Must have ALA-accredited MLS. Twelve month appointment with academic rank. Flex scheduling possible to allow individual development. Minimum salary \$17,000, competitive and negotiable based on experience and qualifications. Lake Charles offers year-round outdoor recreation and is convenient to Houston, New Orleans, and Gulf. Deadline for application is December 15. Send resume, names of 3 references

REFERENCE LIBRARIAN/BIBLIOGRAPHIC INSTRUCTION COORDINATOR

California State University-Fullerton

Library faculty appointment, full time tenure-track position.

Responsibilities: plans, coordinates, and evaluates well-developed Bibliographic Instruction Program. Serves at reference desk, conducts instructional tours and lectures, does online database searching, may serve as subject bibliographer.

Requirements: MLS from ALA-accredited institution or equivalent. Second advanced degree required for tenure. Minimum of two years increasingly responsible library experience, one of them in reference/bibliographic instruction. Effective interpersonal and communication skills.

Desirable qualifications: experience in media production, plus writing and editing skills; experience in database searching.

Salary: Minimum \$26,000.

Application: Please address resume including the names and addresses of three references and/or requests for further information to:

**Barbara E. Davis, Chair
Public Services Recruitment Committee
University Library
California State University-Fullerton
P.O. Box 4150
Fullerton CA, 92634**

Deadline for applications is **January 2, 1986**, or until such time as the position is filled.

Affirmative action, equal opportunity, Title IX employer.

to: Richard H. Reid, Director of Library Services, McNeese University, Lake Charles, LA 70609. McNeese University is an affirmative action, equal opportunity employer.

REFERENCE/BIBLIOGRAPHIC INSTRUCTION LIBRARIAN. 12-month faculty position. Duties include 20 hours per week at reference desk (some night and weekend hours). Coordinates bibliographic instruction with responsibility for lectures, handouts, resource guides and newly-developed, one-credit course. Performs online searches, snares responsibility for collection development, and other reference duties. Requires MLS from ALA-accredited school, academic library professional experience or relevant teaching experience; and strong oral and written communication skills. Preference given candidates with second graduate degrees and experience in bibliographic instruction and online searching. Salary: commensurate with education and experience (\$18,000 minimum). Attractive benefits program. Application deadline January 1, 1986, or until suitable candidate is identified. Position available January 15, or as soon as possible thereafter. Send letter of application, resume, and names of three references to: Wilma Rife, Mabee Library, Washburn University, Topeka, KS 66621. Washburn University is an equal opportunity, affirmative action employer.

REFERENCE/COLLECTION DEVELOPMENT LIBRARIANS, Bi-



REFERENCE COORDINATOR

California State University Fullerton

Library faculty appointment, full time tenure-track position.

Responsibilities: coordinates activities of Reference section, consisting of approximately 10 FTE librarians and 3.5 FTE paraprofessional staff. Current operations include public assistance from central reference desk, comprehensive bibliographic instruction program, and computerized literature searching services. Plans and develops future reference activities in conjunction with colleagues.

Requirements: MLS from an ALA-accredited institution or equivalent and a second advanced degree required for tenure. Minimum of five years increasingly responsible academic library experience, including minimum of three years of reference experience. Effective interpersonal and communication skills.

Desirable qualifications: experience in administration of reference services. Subject expertise in business or science.

Salary: minimum \$32,000.

Application: Please address resume including the names and addresses of three references and/or requests for further information to:

Barbara E. Davis
**Chair, Public Services Recruitment
Committee**
University Library
California State University-Fullerton
P.O. Box 4150
Fullerton, CA 92634

Deadline for applications is **January 2, 1986**, or until such time as the position is filled.

Affirmative action, equal opportunity, Title IX employer.

ology and Psychology. Two positions. Incumbents will have primary responsibility for collection management and reference services for assigned subject areas and will be based primarily in the Biology and Psychology Libraries respectively. Responsibilities include reference services such as library orientation programs, instruction in library utilization, design of publications, and online database services, as well as for training student and support staff in basic reference service. Collection management responsibilities include formulating, justifying and monitoring budgets, selecting and deselecting material, and identifying changes in the research and instructional programs as they relate to the Libraries' collections. The incumbent will participate in making and evaluating collection development policies and planning reference service for the entire Science Division, and will be supervised directly by the Head, Reference and Collection Development, Science and Engineering Division. The Division's collections, which are housed in 8 departmental libraries, total 500,000 volumes, with 5,000 periodical subscriptions received annually. Qualifications: Accredited MLS or the demonstrated equivalent in training and experience in bibliographic theory, organization, and practice. Preference will be given to applicants with previous relevant reference and database experience and training, particularly Dialog and BRS, and an appropriate subject background. The ability to communicate and work effectively with faculty and students, a knowledge of scientific and scholarly communication, and an innovative approach to collection development and the promotion of computer-based operations and services are required. Salary ranges: Librarian I: \$19,500-\$25,350; Librarian II: \$21,500-\$29,025. Submit resume, listing 3 references and salary requirements, to: Box 35, Butler Library, Columbia University Libraries, 535 W. 114th Street, New York, NY 10027. Deadline for applications is February 14, 1986. An equal opportunity, affirmative action employer.

REFERENCE/INTERLIBRARY LOAN LIBRARIAN, Health Sciences. Responsibility for coordinating the operations of the Health Sciences Library's interlibrary services unit. Duties also include provision of biomedical reference and online bibliographic search services, and direct participation in the library's collection development program. The Reference Section has a staff of six librarians and 3.5 FTE support staff. Library services are changing as IAIMS planning and development take place, offering challenging opportunities and experience in the implementation of new information technologies. Interlibrary services utilize microcomputers, electronic mail, DOCLINE, and RLIN's ILL subsystem, as well as traditional delivery mechanisms. Primary duties of this position include directing staff in monitoring incoming and outgoing ILL requests; analyzing workflow patterns, fill rates, turnaround times, and preparation of statistical reports; insuring local and participant conformance to guidelines, agreements, and performance standards; and service as the library's representative at meetings dealing with interlibrary services. This position has supervisory responsibility for one full-time and several part-time employees. Qualifications: MLS from an accredited library school, a strong public services orientation, and excellent oral and written communication skills. Also desirable: interlibrary loan experience, microcomputer knowledge, supervisory experience. Salary ranges: Librarian I: \$19,500-\$25,350; Librarian II: \$21,500-\$29,025. Excellent fringe benefits, including tuition exemption and assistance with University housing. Submit resume, listing 3 references and salary requirements, to: Box 35, Butler Library, Columbia University Libraries, 535 West 114th Street, New York, New York 10027. Deadline for applications is January 24, 1986. An equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN (AGRICULTURAL). (Search reopened.) Provides in-depth reference and consultation services, online searching, bibliographic instruction, and collection development in the subject areas of agriculture, forestry, and recreation. Provides information service to agricultural extension and research personnel located at off-campus sites. Works with eight other reference librarians in providing general reference service and freshman library orientation. Qualifications: ALA-accredited MLS. Master's degree in agriculture, biological sciences, forestry, or natural resources highly desirable; two years of reference experience desirable. Faculty status, tenure-track appointment and good benefits. Salary range: \$19,000 minimum. Clemson University, South Carolina's land grant institution, with an enrollment of 11,000, is located in the foothills of the Blue Ridge Mountains, 30 miles from Greenville, S.C., and convenient to Atlanta, Georgia, and Charlotte, N.C. Send letter of application with resume and names of three references by January 20, 1986 to: Chair, Agricultural Reference Librarian Search Committee,

Robert Muldrow Cooper Library, Clemson University, Clemson, South Carolina, 29634. Clemson University is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN. Under the general direction of head reference librarian to use formal and informal skills in library instruction, teaching of basic course in use of library, to perform database searching, as well as customary reference services to a student body of 6,500. Includes some nights and weekend work. Accredited MLS required; reference experience desirable but not required; annual salary \$17,000 + depending upon experience; excellent fringe benefits. Available immediately. Send resume, transcripts (graduate and undergraduate), placement papers and two separate letters of recommendation by December 20, 1985 to: George N. Hartje, Director of Libraries, Pickler Memorial Library, Northeast Missouri State University, Kirksville, MO 63501-0828. EO/AEE.

SCIENCE REFERENCE/BIBLIOGRAPHER (Two Positions). The University of Minnesota Institute of Technology Libraries seeks qualified candidates for two newly created positions to participate in building services and collections for a recently combined Science and Technology Library in the physical and engineering sciences. The Institute of Technology Libraries consist of the consolidated Science and Technology Library, plus two departmental libraries, Mathematics and Architecture. Collections consist of approximately 400,000 volumes, 4500 serial subscriptions. A professional staff of 10. Both positions will participate in reference and research assistance, teaching library use and research methodologies, collection development in assigned subjects and the promotion of computer-based operations. Special areas of responsibility will include activities selected from among the following, depending upon experience: develop and perform reference, research and instructional services, including online database searching; information services to local business and industry; other programs of information delivery; participate in the implementation of the NOTIS multi-library automated library system and other computer-based operations; collection development in one or more areas of the physical and engineering sciences (i.e., chemistry, physics, geology, math, engineering, general and applied sciences); plan and evaluate collection development policies and procedures. Qualifications: MLS; minimum of two years experience in a scientific or technical library; ability to communicate effectively with colleagues, faculty, and students; ability to plan and deliver programs of reference service using both print and online sources; formal training and/or experience with online database searching (BRS or DIALOG or SDC), or knowledge of collection development techniques and of material in one or more of the disciplines involved. Appointment: this is a 12-month academic/professional position with probationary appointment at Assistant Librarian rank with a salary of \$25,000. Submit application letter to Barbara Doyle, Personnel Officer, 499 Wilson Library, University of Minnesota, Minneapolis, MN 55455. Include names, addresses, and telephone numbers of three references along with resume. Applications must be postmarked no later than January 31, 1986. Identify application with the number UL 130. The University of Minnesota is an equal opportunity educator and employer and specifically invites and encourages applications from women and minorities.

SCIENCES AND ENGINEERING CATALOGER. Responsible for original cataloging and classification of monographs in scientific and engineering subject areas in roman alphabet languages. Revising cataloging of certain libraries and initial cataloging work of library assistants in assigned and backup subject and languages areas. Liaison between cataloging department and Sciences-Engineering library on cataloging matters. Requires MLS degree, and academic degree in the physical or biological sciences. Automated cataloging experience and facility with European languages desired. Salary range for assistant associate librarian is \$22,224-\$39,108. Open until filled. Apply with letter of application, resume, and names of three references to: Margaret Deacon, AUL-Personnel, UCSB Library, Santa Barbara, CA 93106. UCSB is an AA/EOE.

SENIOR CATALOGER. Catalogs and classifies monographs in all subject fields and in a variety of languages and formats; responsible for IEEE publications, microforms and government documents. Supervises and trains staff responsible for end-processing. Tabulates statistics for items cataloged. Contributes to development of departmental policies and procedures. Required: ALA-accredited MLS, cataloging proficiency in at least one foreign language, experience with LC classification and subject headings and AACR2, knowledge of OCLC cataloging procedures. Desired: Three years of relevant

professional experience in an academic or research library. Supervisory experience. Salary range: \$18,504-\$20,112, based upon qualifications. TIAA/CREF, group life, medical, dental. Available January 2, 1986; will remain open until filled. Review of applications begins December 30. Apply to: Wilson Snodgrass, Associate Director, Central University Libraries, Southern Methodist University, Dallas, TX 75275. An affirmative action, equal opportunity employer.

SOCIAL SCIENCE AND ETHNIC STUDIES BIBLIOGRAPHER. Assistant or Associate Librarian. The University of California, Santa Cruz is seeking a public service-oriented bibliographer to be responsible for collection development in ethnic studies, anthropology, psychology, sociology, education, and economics. As one of 5 subject bibliographers, participates in formulating collection policies and developing the book budget, consults with faculty, develops and evaluates the collection, provides general and specialized reference service, online searching, bibliographic instruction, and develops

UNIVERSITY OF
Miami

Law Library

Foreign and International Law Librarian

Context: The Library has a strong collection of foreign and international legal material, with an emphasis on Latin America. In addition to its J.D. program, the Law School offers graduate degrees in comparative law, international law, inter-American law, and ocean and coastal law. The *University of Miami Inter-American Law Review* (formerly *Lawyer of the Americas*) is published here. Attorneys from South Florida and beyond, as well as faculty and students, make substantial use of the Library's collections.

Responsibilities: Continued development of the Library's collections in foreign, comparative and international law; provision of reference assistance to users of these collections.

Qualifications: An MLS and/or a J.D. (or foreign equivalent) and Spanish language ability are required. The ideal candidate would also have experience in acquiring foreign (especially Latin American) and international material for a law, academic or special library.

Application: Please send a resume and the names of three professional references to:

Wes Daniels
University of Miami Law Library
P.O. Box 248087
Coral Gables, FL 33124

An equal opportunity, affirmative action employer.

information materials. Qualifications: MLS/equivalent; graduate-level knowledge of a major social science discipline. Appointment range: \$22,872-\$29,256. Open April 1, 1986. Application deadline January 31, 1986. Send letter of application, resume, and 3 references to Katherine Beiers, Assistant University Librarian, University Library, University of California, Santa Cruz, CA 95064. UCSC is an EEO/AA Employer.

SPECIAL COLLECTIONS LIBRARIAN. Responsible for administration of the Special Collections Library, which encompasses the rare book division, the manuscript division, and the University Archives. Participates in and supervises personnel engaged in organization of materials, reference assistance, collection maintenance, mounting of exhibits, and public relations. Major activities also include bibliographic instruction, collection development, gift encouragement, and preparation of promotional publications and events. Reports to the Director of Libraries. Qualifications: ALA-accredited MLS; strong liberal arts background, history especially desirable; three years' experience in a rare book and manuscript repository, preferably in an academic library; familiarity with rare book and manuscript cataloging practices; familiarity with out-of-print and antiquarian book trade; ability to establish cordial relationships with researchers, colleagues, contributors, and the public; command of written and spoken English. Preferred qualifications include additional graduate degree(s); prior administrative experience. Library faculty must meet university requirements for promotion and tenure. Tenure-track position. 24 days annual leave. Tuition remission. Group health insurance. TIAA/CREF or state retirement plan with non-refundable contributions paid by the university. No state income tax. Rank and salary dependent upon education and experience. Assistant or associate professor: \$28,000-\$32,000. Send letter of application, current resume, and names, addresses, and telephone numbers of 3 recent references by January 31, 1986 to: Jill Keally, Personnel Librarian, The University of Tennessee Library, Knoxville, TN 37996-1000. UTK is an equal employment, affirmative action, Title IX, Section 504 employer.

TECHNICAL SERVICES LIBRARIAN. Opportunity to develop technical services and plan for automation along with 2.5 FTE enthusiastic, energetic librarians at Monterey Peninsula College (5500 FTE students). Located on the scenic, historic, literary Monterey Peninsula (Pebble Beach; Carmel; Steinbeck country) 2 hours south of San Francisco. Successful candidates will have experience in cataloging using AACR2 and LC classification; in planning and supervising all technical services processes, including acquisitions; in providing reference and instruction services; and in collection development. Minimum requirements: MLS from an accredited institution; ability to catalog materials using AACR2 and LC classification. Preferred qualifications: developmental and/or operational experience with technical services automation, e.g., use of bibliographic utilities; community college librarianship experience; good sense of humor. Salary: \$19,470-\$26,144. Very generous benefits. Ten-month tenure track appointment. Application deadline February 18, 1986. Application, information at: Personnel Services, Monterey Peninsula College, 980 Fremont Boulevard, Monterey, CA 93940; (408) 646-4016. AA/EOE.

TECHNICAL SERVICES LIBRARIAN, Senior Library Information Specialist III, Corporate Technical Library, The Upjohn Company, Kalamazoo, Mich. Work Description: Supervises Cataloging staff (area coordinator plus clerical and two temporaries) and Document Delivery (area coordinator and three clerical). The Document Delivery area provides photocopies from Upjohn library periodicals, copies of Upjohn technical reports and PIRSU product literature, and loans or document copies from outside services (approximately 50,000 per year). Approximately 50%. Catalogs books, journals, and audiovisuals using OCLC, LC and NLM classification, and LC subject headings in pharmaceutical, chemical, biomedical and business areas for the Corporate Technical Library collection, for the Business Library and 10 unit collections throughout the Company (2,700 titles/year). Using LIS, (an integrated automated system), downloads and processes records from OCLC and does original cataloging and record creation. This position also involves training and troubleshooting for LIS in the Technical Services area. Approximately 50%. The Technical Services Librarian reports to the Head, Technical Services and Library Systems. Qualifications: BA/BS (Science or related experience in science/science information preferred), MS in Library Science, or equivalent. A minimum of 4 years cataloging experience (books, journals, audiovisuals) including at least 2 years cataloging using OCLC. Experience with LC and/or NLM classification and LC subject headings. A minimum of 2 years supervisory experience; operational responsibility for a library service area (e.g. interlibrary loan, photocopy service, circulation, etc.) and/or experience in dealing with library users preferred. Experience with automated systems other than OCLC—and especially integrated systems—highly desirable. Environment: The Corporate Technical Library has a staff of 39 (15 professionals) and a collection containing 12,000 books, 45,000 bound journals, and 1,500 current periodical subscriptions. The Upjohn Company, a research-based pharmaceutical company, produces and supplies human health care products and services, chemicals and agricultural specialties. Company headquarters are located in Kalamazoo, a medium-sized, southwestern Michigan university city with excellent cultural/recreational opportunities. The Upjohn Company is an equal opportunity, affirmative action employer. Salary: \$29,500+ depending on experience. Date needed: Immediately. Send resume to Ruth Morris, Head, Technical Services and Library Systems, Corporate Technical Library, The Upjohn Company, Kalamazoo, MI 49001; (616)385-5661.

UNIVERSITY ARCHIVIST, Clemson University. NHPRC grant-funded position for one year, becoming permanent. Tenure-track with faculty status in the library. Responsibilities include the development of the university archives, reference work, and preparation of exhibits. Qualifications: ALA-accredited MLS required; training in archives and records management highly desirable; an advanced degree in history desirable. Entry level position, available February 1, 1986. Salary: \$18,750 plus benefits. Send letter of application with resume and three references to: Chair, University Archivist Search Committee, R. M. Cooper Library, Clemson University, Clemson, SC 29634-3001. An EEO/AA employer. Application deadline: December 31, 1985.

LATE JOB LISTINGS

BUSINESS REFERENCE LIBRARIAN. Participates with other librarians in general reference desk service, bibliographic instruction, online searching, and collection development. Responsibilities include general reference, liaison with and specialized services to two of three departments of the College of Business Administration: accounting, business administration, and economics. Reports to the Head of the Reference Unit. The library is heavily automated and has an online catalog. Qualifications: ALA-accredited Masters degree. Undergraduate or advanced degree in business or related field. At least two years experience in providing business reference services. The preferred candidate will have experience with online searching, library instruction and collection development. Benefits: Twelve-month appointment, faculty rank dependent on qualifications, TIAA/CREF and university-mandated benefits. Salary: \$20,000 minimum. Send resume and names of three references by February 1, 1986, to Raymond A. Frankle, Director, J. Murrey Atkins Library,

UNCC, Charlotte, NC 28223. The University of North Carolina at Charlotte is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

CATALOG LIBRARIAN, (Head of Department). The Catalog Librarian is responsible for the organization and direction of the Catalog Department (35 FTE, including 5 librarians): original cataloging and classification of monographs, serials, and rare books, editing OCLC records, and pre-order verification of order requests. The department adds approximately 35,000 titles per year, including cataloging for the Main Library, Architecture and Art Library, Science Library, and Mathematics Library. It works closely with the catalog department at the Library of the Health Sciences, which does its own cataloging. The UIC Library is implementing NOTIS and is one of the original participants in the OCLC record enhance project. After appropriate consultation, the Catalog Librarian establishes cataloging and classification policies and procedures and is expected to play a major role in the successful continuation of the NOTIS installation and in the adoption of new technologies appropriate to the campus. Qualifications: A master's degree from a library school program accredited by the American Library Association; competence in organizing and directing staff, to be evidenced by increasing responsibility and experience in a major library's catalog department or equivalent appropriate experience; demonstrated managerial effectiveness; a thorough knowledge of the AACR2 and LC cataloging practice and classification, plus knowledge of or experience with OCLC, are essential; evidence of ability to meet University standards in research, publication and professional service commensurate with tenure. Experience with NOTIS or another integrated library system is desirable. Salary/Rank/Contract: Salary and rank dependent upon qualifications and experience; faculty status; twelve month appointment with one month vacation; two weeks annual sick leave with additional disability benefits; 11 paid holidays; paid hospitalization (coverage for dependents may be purchased); participation in the State Universities Retirement System compulsory (8% of salary is withheld and is tax exempt until withdrawal); no Social Security coverage; physical examination at University Health Service is required upon appointment. For fullest consideration, apply by January 5, 1986. Application must be accompanied with supporting resume and names of at least three references and submitted to: Edith D. Balbach, Assistant University Librarian for Administrative Services, University of Illinois at Chicago, P.O. Box 8198, Chicago, IL 60680. The University of Illinois at Chicago is an affirmative action, equal opportunity employer.

DIRECTOR OF THE LEARNING RESOURCES CENTER (LIBRARY). The Director of the Learning Resources Center is responsible to the Vice President for Academic Affairs for: supervising and evaluating Learning Resources Center (LRC) staff, including personnel in print and non-print divisions of the LRC; planning and evaluating all LRC services; planning and developing print and non-print collections in support of academic programs; developing media services for faculty and administrators; requisitioning and managing media equipment; developing and administering the LRC budget; preparing reports as related to the operation of the LRC and its support of academic programs. Professional qualifications sought: earned doctorate degree preferred. Experience in the management of library/media center. Experience in preparing grants. Good communication skills. Demonstrated ability as a leader. Experience in budget formulation/management. Salary: negotiable, depending upon experience and preparation. Appointment: available July 1, 1986 (or as soon as possible thereafter). Closing date of application: December 16, 1985. Application requirements: letter of application, resume, official transcripts and at least three recent references to: Fred van Hartesveldt, Chair, LRC Search Committee, P. O. Box 4574, Fort Valley State College, Fort

Valley, GA 31030.

DIRECTOR OF LIBRARIES. The University of Mississippi invites applications and nominations for Director of Libraries to assume responsibility for operation and development of a library system consisting of 675,000 volumes and 7,000 periodical subscriptions. Qualifications: broad library experience with several years of administrative experience; scholarly achievement as evidenced through publications, demonstrated leadership qualities, active participation in professional associations, superior interpersonal skills, appreciation of the role of the academic library in the university; a knowledge of collection development, technical and public services, bibliographic instruction, personnel management, and library automation. Experience with state, federal, and foundation grant programs highly desirable. ALA-accredited MLS and earned doctorate preferred. Salary competitive and negotiable, with a minimum of \$50,000. Send resume and names of three references by January 15 to Gerald W. Walton, Associate Vice Chancellor for Academic Affairs, University of Mississippi, University, MS 38677. Equal opportunity employer.

DIRECTOR OF LIBRARIES. Rollins College, an independent, co-educational liberal arts institution, founded in 1885, invites applications for the position of Director of Libraries. The position is available June 1, 1986. Responsibilities: the Director reports to the Provost and is responsible for the total mission of the library, including public services, budgets, personnel, and technical services. The library has a staff of nine library faculty and 11 full-time support staff, plus other part-time staff and student assistants. The \$4.7 million Olin Library, opened in April, 1985, serves over 1,350 undergraduate, 250 graduate, and almost 1,000 Continuing Education students. It currently holds 216,000 volumes and subscribes to 1,350 periodicals. A selective federal depository since 1909, the library holds 36,000 government documents. Strong special collections include a Whitman Collection, the Rittenhouse Poetry Collection, and the Hamilton Holt papers. Qualifications: ALA-accredited master's degree preferred; second master's or Ph.D. desirable. Minimum of five years library administrative experience. We seek effective library leadership, management, and interpersonal skills, and the ability to make our new library the intellectual center of the campus. Salary range: \$33,000-\$50,000, commensurate with experience and qualifications. Applications and nominations should be sent to: Chair, Director of Libraries Search Committee, Campus Box 2744, Rollins College, Winter Park, FL 32789. The search committee will begin reviewing applications January 15, 1986. AA/EEO.

HEAD CATALOGUER, (LIBRARIAN III). Works under general direction of Technical Services Department Chairperson, and is responsible for supervision and coordination of cataloguing staff and for solving difficult cataloguing problems; maintains shelflist, authority files, catalogues and other access points to collections, automated cataloguing and circulation systems (OCLC, Innovative Interfaces and CLSI). This is a faculty position. The Learning Resources Division of the University of the District of Columbia maintains library and media academic services in four urban locations. Qualifications: ALA-accredited master's degree and seven years of professional experience; evidence of continuing education and administrative responsibility. Salary: \$27,975 per year. Submit letter of application and resume postmarked by December 31, 1985 to: John S. Page, Jr., University of the District of Columbia, Learning Resources Division, 4200 Connecticut Avenue, N.W., Washington, DC 20008. Selectee will be required to be a bona fide resident of the District of Columbia, or become a bona fide resident within 180 days from date of appointment. The University of the District of Columbia is an equal opportunity employer.

HEAD OF REFERENCE SERVICES, The Evergreen State College. Member of the faculty/library. Search reopened. Description: Experienced, energetic, innovative librarian sought to assume leadership responsibilities for reference services, bibliographic instruction, user education, faculty liaison duties, reference collection development and maintenance, and online search services. The position supervises 4.5 reference librarians, several student reference assistants and the heads of interlibrary loan, government documents, and serials. The position rotates periodically into the teaching faculty. Applicants should have good managerial skills including team building and communication skills and a dedication to quality library services. Minimum qualifications: an ALA-accredited MLS and a minimum of four years of relevant professional experience in a four-year liberal arts college are required. Preference will be given to candidates with subject experience in Social Sciences/Humanities and to members of protected classes. Salary: this is a nine-month academic appointment with summer employment usually available. Appointment will be made on the faculty scale and will depend on education and years of experience, within a range of \$20,000-\$32,000 for a nine-month period. Applicants must submit an application letter, a resume, a short essay on their philosophy of reference service and education in a liberal arts college and three current letters of reference to Susan L. Perry, Dean of Library Services, The Evergreen State College, Olympia, WA 98505. Applications and letters of reference shall be postmarked by January 15, 1986. Desirable appointment date: April 1, 1986. The Evergreen State College is an equal opportunity employer and operates under an affirmative action policy. The college strongly encourages qualified men and women of all races, religions, and ancestry to apply. The handicapped and Vietnam era veterans are especially encouraged to apply.

HEAD REFERENCE LIBRARIAN at the Brown University Library. Reports to the Assistant University Librarian for Public Services and Collection Development. Responsible for the administration of the Reference Department and the supervision of the reference staff; the provision of instruction on effective library usage; the planning and management of information technologies as they impact traditional reference services; and the selection and maintenance of the reference collections. Requirements: MLS degree from an ALA-accredited library school; three years of reference experience in a research library, including administrative/supervisory responsibility; reading knowledge of one foreign language and a working knowledge of others; working knowledge of automated bibliographic retrieval systems and bibliographic instruction. Appointment range: \$27,088-\$34,500 based upon experience. Interested candidates should send letter of application, resume and names of three references to Norma Beach, Personnel Office, Brown University, Providence, RI 02912. Applications received by January 15, 1986, will be given first consideration. Brown University is an equal opportunity, affirmative action employer.

HEAD, UNDERGRADUATE LIBRARY SERVICES, Indiana University, Bloomington, Indiana. Rank: Associate Librarian or Librarian. Position is responsible for planning, managing, supervising, and evaluating unit's services and collections, under general direction of Associate Dean for Public Services. Head has primary responsibility for selection, training, and evaluation of unit's personnel; planning and evaluation of user services; and for preparation, management, and coordination of substantial personnel and materials budget. Head is fund manager responsible for selecting materials to support undergraduate needs, and, in this capacity, reports to the Associate Dean for Collection Management and Development. Master's degree from ALA-accredited library school; minimum of three years of successful post-MLS public services library experience; supervisory experience; demonstrated

ability to plan and evaluate library programs, work with others to attain objectives, and manage wide variety of complex library operations; familiarity with reference sources, computer-based library services, instructional techniques, and library needs of large undergraduate community; demonstrated ability to communicate logically, clearly, and effectively both orally and in writing; ability to work well independently and with others; imaginative, innovative, and responsive to change. Ability to meet responsibilities and requirements of a tenure-track appointment. Salary commensurate with qualifications and experience. Fringe benefits include vacation of 22 working days; liberal sick leave; Blue Cross/Blue Shield, major medical; group life insurance; TIAA/CREF retirement/annuity plan. Library faculty members are eligible for sabbatical leaves and other research support. To apply, send letter of application, resume, and names of four references to Search and Screen Committee, in care of: Anne Rimmer, Personnel Officer, Indiana University Libraries, Bloomington, IN 47405; (812) 335-3403. Available date: April 1, 1986. Closing date for applications: no earlier than January 1, 1986. EEO/AAE.

LIBRARIAN, Swem Library, College of William and Mary, Williamsburg, Virginia. Established by royal charter in 1693, the College of William and Mary is today a unique state-supported university. Highly selective in its admissions and dedicated to excellence in all of its programs, the college enrolls 4,500 undergraduate and 1,500 graduate students in the Faculty of Arts and Sciences and the schools of Law, Education, Business, and Marine Science. With special strengths in its undergraduate liberal arts curriculum, the college offers graduate work at the master's level in 17 fields and at the doctoral level in Education, Marine Science, Physics, History, Clinical Psychology, and, beginning in 1986, Computer Science. The Earl Gregg Swem Library, at the heart of the academic mission of the college, serves the curricular and research needs of the students and faculty through its services and its collections, which include 850,000 volumes and subscriptions to 6,200 serials, as well as rich holdings in its special collections. Reporting to the Provost, the Librarian is the administrative director of Swem Library and heads a professional staff of 19 and a support staff of 43. Educational Media is a part of the Library. Swem is currently implementing an automated system (VTLS) and expanding its building. The Library, which has an annual budget of \$2,700,000, is a member of OCLC and ASERL, and has been a selective depository for government documents since 1936. In seeking nominations and applications, the search committee is looking for candidates who will direct and develop all areas of the Library as the college moves towards celebrating its 300th year. Candidates must have demonstrated administrative and budgetary effectiveness in an academic/research library. They must possess an ALA-accredited graduate library degree; an additional advanced degree is desirable. Candidates must have an awareness and understanding of current trends in higher education, library services, and automated library systems; a demonstrated effectiveness in communications among the constituencies of an academic community; and a commitment to staff development. Other responsibilities will include development and long-range planning. Salary and fringe benefits package are competitive. Applications (with resume and names of three references) must be received by January 13, 1986: Terry L. Meyers, Chair, Search Committee, Department of English, College of William and Mary, Williamsburg, VA 23185. William and Mary is an affirmative action, equal opportunity employer; minorities and women are encouraged to apply.

MICROFORMS/RESEARCH LIBRARIAN. Responsible for Microform Center, collection development in the humanities, and faculty research projects. Master's in library science required. Second master's in humanities and 2 years academic library experience desired. Salary \$17,000-\$19,000, plus excellent fringe

benefits. Attractive urban campus. Send letter of application, resume, transcripts, and three references to: David C. Genaway, University Librarian, Maag Library, Youngstown State University, Youngstown, OH 44555, by December 19, 1985. January appointment desired. Youngstown State University is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN, University of California, Santa Barbara. Search extended. Reference Librarian with specialization in chemical sciences. Serves student body of 17,000 and provides individual research guidance to graduate students, faculty, and research staff; teaches courses and selects materials in chemical literature; prepares profiles and performs online searching. Requires MLS and degree in chemistry. Assistant/Associate Librarian level (salary range \$22,224-\$39,108). Open until filled. Applications will be reviewed as received. Apply with letter of application, resume and three references to: Margaret Deacon, AUL-Personnel, UCSB Library, Santa Barbara, CA 93106. UCSB is an affirmative action, equal opportunity employer.

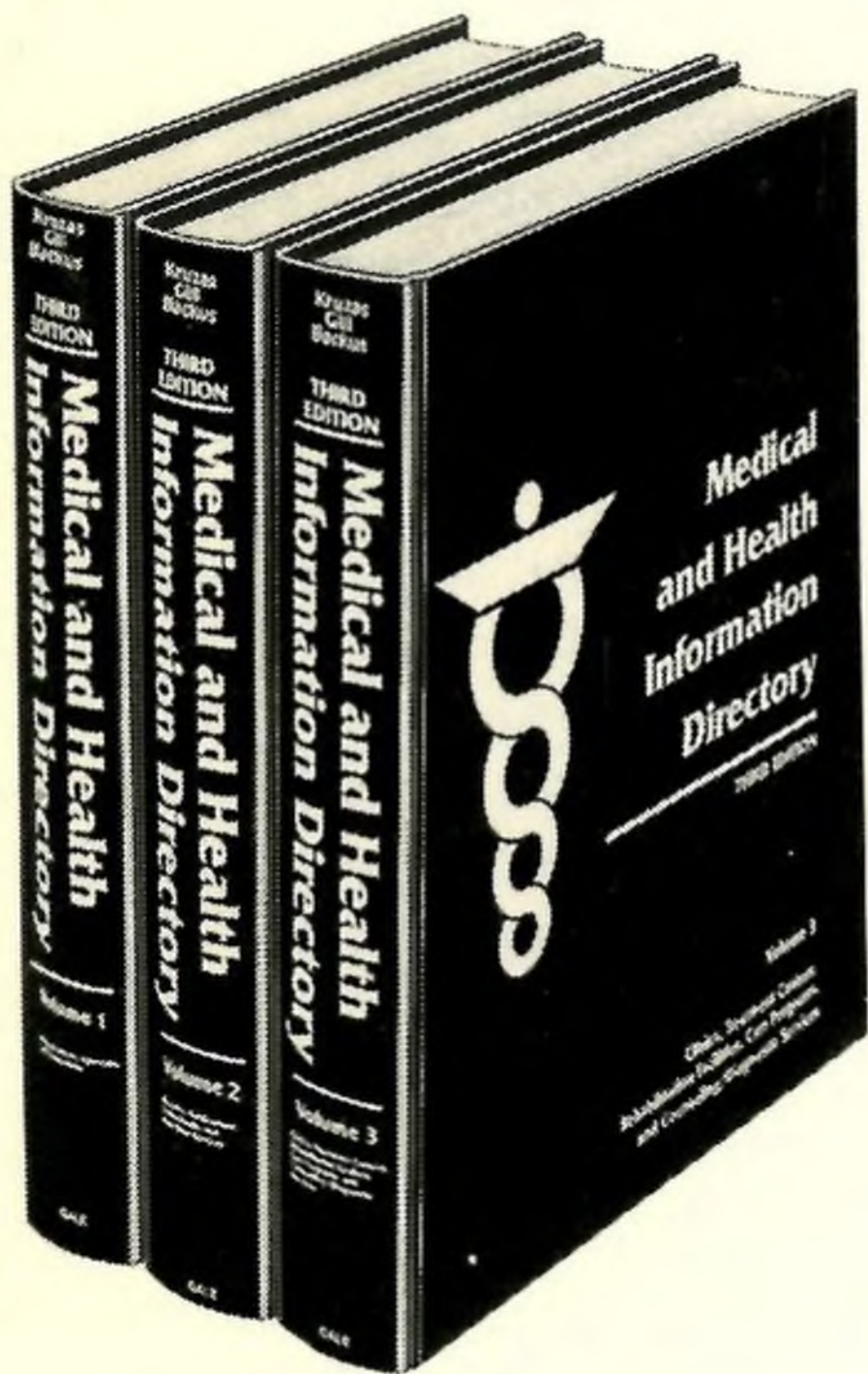
SUPERVISOR, Pre-Order, Pre-Catalog, Bibliographic Search and International Exchanges Section, Monograph Processing Services Department. Indiana University, Bloomington, Indiana. Rank: Assistant or Associate Librarian. Under direction of department head and with advice and guidance of assistant department heads, position supervises and directs work of Pre-order, Pre-catalog, Bibliographic Search and International Exchanges Section. The section, composed of 6-7 FTE and student assistants, is responsible for pre-order and pre-catalog bibliographic searching and support work needed for developing and maintaining international exchange program commitments, including correspondence, translation, romanization, selection, records maintenance, and check-in. Specific responsibilities include hiring, training, supervising, and appraising section staff; establishing, reviewing and revising goals for production quantity and quality; resolving searching and exchange problems for library faculty, staff and others; developing work procedures; recommending revisions in policies; and maintaining contact with library collection development personnel and other fund managers. Position also assists in supporting copy cataloging work of department. Specific responsibilities include development, revision, and implementation of procedures and workflow which provide maximum amount of cataloging copy with minimum amount of duplicative searching; devising efficient methods of managing the cataloging backlog; developing, maintaining, and distributing documentation relevant to libraries' online catalog and bibliographic utility; serving as resource person to solve copy cataloging problems. Required: MLS from an ALA-accredited library school; 2 years experience in technical services in an academic library; experience with bibliographic searching strategies in both manual and online files; knowledge of major national and trade bibliographies; experience with bibliographic utility. Successful candidate must have excellent oral and written communication skills and working knowledge of at least one foreign language; must be able to work well independently and have interpersonal skills necessary to work effectively in a leadership role and in an environment of shared responsibility; must be able to meet requirements and responsibilities of tenure-track position. Desirable: post-MLS experience in acquisitions and/or cataloging; supervisory experience; ability to manage work in all languages including non-Roman scripts. Salary dependent upon qualifications and experience. Minimum: \$16,000. To apply, send resume, letter of application, and names of 4 references to: Anne Rimmer, Personnel Officer, Indiana University Libraries, Bloomington, IN 47405; (812) 335-3403. Available: immediately. Closing date for applications: no earlier than January 15, 1986. EEO/AEE.

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