

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 \$5.75 per line for ACRL members, \$7.25 for others. Late job notices are \$13.75 per line for members, \$16.20 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 \$15 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.

Contact: Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513.

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

MATERIALS WANTED

SPACE PROBLEMS? We will buy your surplus serials, technical, scientific and historic materials. Send list for best offer to: Colfax Books, P.O. Box 380542, Denver, CO 80238.

POSITIONS OPEN

ACQUISITIONS/COLLECTION DEVELOPMENT LIBRARIAN. Direct the operation of acquisitions and coordinate collection development including general supervision of acquisitions staff (2.8 FTE). Prepare and monitor materials budget and coordinate selection work of bibliographers. Draft policies and prepare re-

ports. ALA/MLS, four years experience in academic library acquisitions/collection development. Prefer supervisory experience and record of professional achievement. Write or call for full announcement: Olivia Mills, **Humboldt State University Library**, Arcata, CA 95521; (707) 826-3441. Senior Assistant or Associate Librarian (\$34,752 to \$43,836). Screening of applications will begin June 1, 1990, and continue until an appointment is made. Available: January 1, 1991.

ASSISTANT ENGINEERING LIBRARIAN. Under direction of the Engineering Librarian, the Assistant Engineering Librarian will participate in reference and online searching services; bibliographic instruction; collection development; faculty liaison; supervision of staff and students; original cataloging; and Library planning activities; as well as in the design and development of special automation projects. Department: The Engineering Library serves approximately 515 faculty and researchers, 1,900 graduate students, and along with the Undergraduate Library, some 5,500 undergraduates. It has an annual materials budget of approximately \$457,00 and houses a working collection of 180,000+ volumes, including 3000+ serial titles. Its current staff consists of 3.75 FTE librarians, 1.5 FTE graduate assistants, 3.75 FTE support staff, and other student assistants. Qualifications: Required - MLS/ALA-accredited. Bachelors degree in engineering, computer science, or physical science, or professional experience in an engineering or science library; demonstrated expertise in a microcomputer high-level programming language; at least one year of professional academic/research library experience; and evidence of research orientation and ability to meet University requirements for promotion and tenure. Preferred - Experience in reference or bibliographic instruction; experience with standard personal computer software packages, such as word processors, communications software, database management systems, and spreadsheets. Desired - Salary/Rank: \$23,500 upward, depending on quals/experience. Twelve-month appointment as Assistant Professor. Must meet University requirements for promotion/tenure (Librarianship, research, publications, university/professional service). Application: Send letter of application, resume, and names and addresses of five professional references by July 9, 1990, to: Allen G. Dries, Library Personnel Manager, **University of Illinois Library (U-C)**, 1408 West Gregory Dr., Urbana, IL 61801; (217) 333-5494. The University of Illinois is an affirmative action, equal opportunity employer.

ASSISTANT HEAD OF COLLECTION DEVELOPMENT, University of New Hampshire. Assists the Head of Collection Development in planning, organizing and monitoring the collection development program for a university library serving 11,000 students and 600 faculty. The collection presently includes about 950,000 bound volumes and 5,000 periodical subscriptions. Responsibilities: Assist in coordinating the selection of print materials, both monographs and serials, and non-print materials through interaction with subject specialists, teaching faculty, curriculum committees, book dealers, and other subscription agents. Review materials received through approval plans and as gifts. Assist in evaluating collections, in updating policy manuals, in preservation and in other aspects of collection management. Reference duties as assigned. Qualifications required: MLS from an ALA-accredited program; at least 2 years of academic library experience involving collection development in one or more of the following areas: reference, acquisitions, or as a subject bibliographer; demonstrated knowledge of technology-based information systems; effective interpersonal, written, and oral communication skills; ability to work with all segments of an academic community. Preferred: Graduate degree in a subject; knowledge of publishing, book trade, and higher education; knowledge of collection analysis techniques. This is a 12-month, tenure-track faculty position. Professional achievement and research/creative activity are required for tenure and promotion. Salary \$28,000 minimum, depending on qualifications and experience. Submit a letter of application and the names, addresses and telephone numbers of three current references to: Ruth M. Katz, University Librarian, Dimond Library, **University of New Hampshire**, Durham, NH 03824. Screening of applicants begins on June 15, 1990. Federal law requires proper documentation of identity and employability at the time of employment. The University of New Hampshire is an equal opportunity, affirmative action employer.

ASSISTANT MAP LIBRARIAN, University of Minnesota. Perform original and copy cataloging of cartographic materials and assist

with reference, circulation, and materials processing. Entry level position requiring MLS from ALA-accredited institution or foreign equivalent and oral and written communication skills. Reports to Head of the Borchert Map Library with six years to achieve continuous appointment. Salary - \$22,000 minimum. Send letter of application, resume, and names and addresses of three references to: Barbara Doyle, Personnel Officer, **University of Minnesota**, 453 Wilson Library, 309 19th Ave So., Minneapolis, MN 55455. Applications must be postmarked no later than July 16, 1990. Please cite job listing UL 194 on application. The University of Minnesota is an equal opportunity educator and employer, and specifically invites and encourages applications from women and minorities.

ASSISTANT PROFESSOR OF LIBRARIES, ORIENTAL MATERIALS SPECIALIST. Establish serial search strategy and create original cataloging records for serials with special responsibility for oriental language titles including all successives (serials, monographs and microforms). Translate and transliterate Chinese and Japanese materials for all library departments. Participate fully in professional development activities such as scholarly publications and presentations. Requires MLS (Library Science) from ALA-accredited institution; demonstrated ability to (1) create original cataloging records in accordance with AACR edition 2.5, *LC Cataloging Service Bulletin* and OCLC documentation, (2) catalog on OCLC bibliographic database in US MARC formats for serials, monographs and microforms, (3) read and translate Chinese, (4) transliterate Chinese using the Wade-Giles method and (5) Romanize Japanese. 40 hrs/week. \$22,750 annually. Apply by July 10 to: Bernie Childerston, P.O. Box 94600, Lincoln, NE 68509, referring to Job Order Number 520206. Affirmative Action, Equal Opportunity Employer.

ASSOCIATE DIRECTOR OF THE LIBRARY, Nicholls State University, Thibodaux, Louisiana. Specific responsibilities include: developing and allocating significant portions of the library operations budget; planning and providing for the implementation of library automation; managing the recruitment, training, evaluation and development of library personnel; consulting faculty, administrators and other university personnel to facilitate programs; managing the library's facilities. Contributions as a professional and as a member of the university are required. The associate director is the principal administrator of the library in the absence of the director. Qualifications: MLS from an ALA-accredited school; a second masters, Ph.D. preferred. Extensive and increasingly responsible experience in an academic research library, including at least five years in a management position. Broad knowledge of diverse academic library operations, an understanding of the scholarly use of library resources and service, exceptional organizational and interpersonal skills, demonstrated ability to work effectively with all members of the extended academic community, superior communication skills and creativity in planning are required. The ability to anticipate and the flexibility to adjust to changing priorities, procedures and workload and the ability to relate with sensitivity to staff at all levels are essential for success in this position. Salary: \$35,000 per fiscal year minimum, dependent on experience and qualifications. Twelve-month administrative position. Deadline: June 1, 1990, or until position is filled. Send letter of application, resume, and three references to: Sharon Goad, Library Director, Ellender Memorial Library, **Nicholls State University**, P.O. Box 2028, Thibodaux, LA 70310. Nicholls State University is an Affirmative Action, Equal Opportunity employer. Women and ethnic minorities are encouraged to apply.

AUTOMATION LIBRARIAN/TECHNICAL SERVICES COORDINATOR, Murphy Library, University of Wisconsin-La Crosse. Tenure-track, faculty position. Responsible for library automation activities, such as planning for upgrades, enhancements and/or system replacement as required. (50%) General responsibility for ongoing management of the OCLC LS2000 library automation system. (25%) Coordinate selection, installation, and use of microcomputer-based systems such as OCLC 350 systems, and general office software. (25%) Coordinate cataloging, serials, acquisitions, and microforms and serve on the library's Management Council. Occasional Reference/Information Desk duty including weekends in rotation. The professional librarians are organized as an academic department and participate in collegial governance affairs. Requires a minimum of 3 years professional experience in large scale library automation, good communication skills, and an ALA-accredited MLS. Some administrative experi-

ence preferred. Additional graduate degree preferred and required for tenure. Salary for academic year from \$28,000 to \$32,000 depending on qualifications and experience. Possible summer appointment. Send letter of application, names, addresses, and phone numbers of three current references and resume by July 13, 1990, to: Edwin Hill, Department Chairperson, Murphy Library, **University of Wisconsin-La Crosse**, La Crosse, WI 54601. AA/EOE.

BUSINESS REFERENCE LIBRARIAN/BIBLIOGRAPHER. The University of Nevada, Las Vegas, a dynamic, urban university with 16,000 students, seeks an innovative, service-oriented librarian to serve as subject bibliographer and faculty liaison for the College of Business and Economics and the College of Hotel Administration (the university is a member of CHRIS, the Consortium of Hospitality Research Information Services) and to provide general and subject specific reference assistance from a central reference collection. Other duties include database searching and end-user instruction,

Salary guide

Listed below are the minimum starting salary figures recommended by 19 state library organizations for professional library posts in these states. Job seekers and employers should consider these recommended minimums, as well as other salary surveys (such as the survey in the October 15, 1989 issue of *Library Journal*, the *ALA Survey of Librarian Salaries*, the annual *ARL Salary Survey*, or the annual CUPA Administrative Compensation Survey) when evaluating professional vacancies. For more information, contact the ALA Office for Library Personnel Resources.

Connecticut	\$27,000
Indiana	varies*
Iowa	\$19,619
Kansas	\$17,500*
Louisiana	\$20,000
Maine	varies*
Massachusetts	\$27,554*
New Hampshire	\$17,500
New Jersey	\$24,200
New York	varies*
North Carolina	\$20,832
Ohio	\$20,024
Pennsylvania	\$23,700*
Rhode Island	\$23,750
South Carolina	varies*
South Dakota	\$20,000
Vermont	\$20,500
West Virginia	\$20,000
Wisconsin	\$23,700

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

bibliographic instruction, development of bibliographies and research guides. Reports to Head Reference Librarian. Work schedule will include regular evening and weekend duties in rotation. Qualifications: Applicants must have a master's degree from an ALA-accredited program; degree in business or management field or a minimum of two years, business reference experience; demonstrated commitment to public service, ability to work effectively with students, faculty, and staff; effective oral and written communication skills; database searching. An advanced degree in a business field, academic reference and bibliographic instruction experience are desirable. For continued employment, successful performance of job responsibilities and a record of university and professional contributions that meet university standards is expected. Salary range: \$28,000-\$35,000 depending on experience and qualifications. Librarians at UNLV have tenure-track positions with faculty status, 12-month appointments with 24 days per year of paid vacation and a standard package of fringe benefits including TIAA/CREF. No state income tax. Application: Applications received by June 25, 1990, will receive first consideration, but applications will continue to be accepted until the position is filled. Send letter of application; resume; names, phone numbers and

addresses of three references to: Mary Dale Deacon, Dean of Libraries, **University of Nevada, Las Vegas**, 4505 S. Maryland Parkway, Las Vegas, NV 89154. UNLV is an equal opportunity, affirmative action employer.

CATALOG LIBRARIAN. San Diego State University invites applications for the position of Catalog Librarian. Situated 30 miles north of the Mexican border and 120 miles south of Los Angeles, San Diego ranks sixth in size among the nation's cities. With over 35,500 students, SDSU is the largest of the 20 campuses that make up the California State University system. The Library has a total collection of one million volumes, and a staff of 35 professionals and 85 support personnel. Cataloging in all aspects of the social sciences, art, and/or literature; other assigned duties, which may include collection development, reference, online bibliographic searching, library instruction, etc. Qualifications: MLS or equivalent from an ALA-accredited institution. Bachelor's or advanced degree in the social sciences or humanities preferred. Analytical and problem-solving skills and aptitude for work requiring accuracy and attention to detail. Ability to work effectively with students, faculty, and library colleagues. Knowledge of MARC formats, LC classification, LC subject headings, and AACR2 rev. Professional cataloging experience, especially in the areas of the social sciences, art, and/or literature, in an academic library using OCLC preferred. Knowledge of OPAC and online authority control desirable. Working knowledge of a European language desirable. Entry-level candidates with relevant subject backgrounds will also be considered. Senior Assistant Librarian or Associate Librarian, depending upon qualifications and experience. Full-time, tenure-track, faculty position. Reappointment, tenure, and promotion require evidence of continuing professional development. Salary range: \$34,764-\$60,960. Application date: To ensure full consideration, applications should be received by July 6, 1990, when the Appointment Committee will begin screening. Desired starting date: October 1, 1990. Please submit letter of application with resume and names of at least three references to: Gerald D. Palsson, Associate University Librarian for Administrative Services, Ref: CAT, **San Diego State University Library**, San Diego, CA 92182-0511. SDSU is an affirmative action, equal opportunity, title IX employer and does not discriminate against handicapped persons.

CATALOG MANAGEMENT AND AUTHORITIES LIBRARIAN, Cornell University Library, Central Technical Services. Administer the Catalog Management Unit (one of 3 units in the Catalog Department). The Unit consists of the Authority Control Section, Catalog Management and Recon Section, and Barcode Cleanup Group. The Authority Control Section creates and maintains authority records and maintains headings on bibliographic records in the online catalog database. The Catalog Management and Recon Section maintains bibliographic and holdings records in card and online catalogs and does conversion of card records, bookmarking, and barcoding. The Barcode Cleanup Group coordinates unit library barcoding projects and deals with resulting bibliographic control problems (2-year project). Other responsibilities: Participate with Head of the Department and other unit heads in the administration of a large complex department, functioning in an automated environment in which change is constant; oversee authority control for the Cornell database; act as resource person on authority control and play an important role in development of authority control policies for the Library; seek grant funding and manage grant-funded project. Qualifications: MLS or equivalent graduate degree; 5-6 years, experience in bibliographic control, including some cataloging using AACR2 and LCSH on an automated system; working knowledge of the USMARC formats; demonstrated ability to plan and manage several projects simultaneously and deal with complex problems; 3 years administrative experience including staff supervision; excellent interpersonal, written and verbal communication skills. Salary \$28,000+ depending on qualifications. Send cover letter, resume, and three references, by July 1, 1990, to: Ann Dyckman, Personnel Director, 201 Olin Library, **Cornell University Library**, Ithaca, NY 14853-5301. Cornell University is an equal opportunity, affirmative action employer.

CATALOGER. Liberal Arts/Performing Arts college in Westchester County, New York, needs a cataloger. Formulates policies and procedures, trains and supervises staff, catalogs in all formats except music. Public service and collection development opportunities. Required: Masters degree from an ALA-accredited library

Head of Acquisitions

Littauer Library Harvard College Library Harvard University

Utilize your strong management and academic library experience to oversee and coordinate the acquisition of monographs and serials. Reporting to the Librarian of Littauer Library and supervising six Library Assistants, you will oversee serials control, including check-in of current serials, resolve complex serial problems, develop and maintain relationships with vendors, and consolidate subscriptions with appropriate agents. Your proven ability to work in a collegiate environment will assist you in selecting and reviewing material for retention, coordinating gift acquisitions, serving as primary HOLLIS liaison, maintaining and distributing new books listing to faculty and staff, and providing reference service. Additional responsibilities include overseeing binding and procedures for obtaining missing back issues of journals, managing the deaccession of materials, book and periodical sales to dealers, and supporting collection development and management.

An MLS degree from an ALA accredited library school is required, along with a minimum of 3 years' acquisitions/technical experience, including automated library systems. Strong communications, organizational, and supervisory skills are essential. Familiarity with standard business practices is desirable.

Please submit resumes and three sources for current reference to: Susan Lee, Associate Librarian of Harvard College Library for Personnel, Widener Library, Room 98, Cambridge, MA 02138. An affirmative action/equal opportunity employer.



Harvard
University



ASSISTANT CATALOG LIBRARIAN New Mexico State University

Faculty position with responsibilities for both original and non-original cataloging of monographs, serials, and special formats, and retrospective conversion in a broad range of subject fields. Includes supervision of classified staff. Must be willing to participate in shared responsibilities including collection management and reference services.

Qualifications: Requires ALA-accredited MLS; working knowledge of OCLC, AACR2, and LC classifications; demonstrated ability to communicate effectively. Preferred qualifications include 3-5 years cataloging experience; second master's degree; working knowledge of Western European languages, especially German.

Appointed to a faculty position, the individual employed will be expected to fulfill the usual requirements for promotion and tenure. Attractive fringe benefit package with 22 days' annual leave. Salary from \$20,500.

NMSU enrolls over 14,000 students in 75 major undergraduate areas, 45 master's degrees, and 19 doctoral degree programs. In its 102nd year, NMSU is the land-grant institution for New Mexico. Located in southern New Mexico on the high desert in the city of Las Cruces, NMSU is 4 miles from El Paso, Texas, at the southern edge of the Rocky Mountains. The area enjoys abundant sunshine and moderate temperatures, yet is within easy driving distance of alpine areas that include excellent skiing and winter sports.

The NMSU Library is in the initial stages of an \$11 million expansion and is highly automated using OCLC, VTLS online catalog and circulation system, INNOVAC, Dialog, and has an expanding CD-ROM operation.

Application deadline, **July 15, 1990**. Send letter of application with resume and transcripts, and have three letters of recommendation sent to:

**Anne Morgan, Head of Technical Services
New Mexico State University Library
Box 30006, Dept. 3475
Las Cruces, NM 88003-0006**

NMSU is an equal-opportunity employer with an affirmative-action plan. Women, ethnic minorities, persons with disabilities, and Vietnam veterans are encouraged to apply.

school, experience cataloging in an automated environment, knowledge of OCLC, AACR2, LC classification. Faculty status and liberal fringe benefits. Minimum \$22,000 depending on qualifications and experience. Send resume with names of three references to: Peter Brown, Affirmative Action Officer, **SUNY at Purchase**, 735 Anderson Hill Road, Purchase, NY 10577. Review of resumes begins June 30, 1990. Position available September 1, 1990.

CATALOGERS (TWO). The University of Alabama seeks applications for the following positions: *Monographs catalog librarian*, Instructor or Assistant Professor Level to provide, under the supervision of the Head, Catalog Department, general original cataloging and editing of OCLC copy for monographs in the main and departmental libraries. To assist with the formulation and review of policies and procedures in the department, and with conducting Graduate School of Library and Information Science internships. Qualifications—Instructor: Required: An MLS from a program accredited by ALA; knowledge of AACR2, Library of Congress classification, LCSH, and relevant MARC formats; ability to work effectively with others. Desired: Experience with OCLC or other bibliographic utility; cataloging experience, preferably in a large academic or other research library; coursework, undergraduate or graduate degree in business or the sciences; experience with NOTIS; knowledge of one or more modern European languages. Qualifications—Assistant Professor: Required: An MLS from a program accredited by ALA; successful cataloging experience, preferably in a large academic or other research library; knowledge of AACR2, Library of Congress classification, LCSH, and relevant MARC formats; ability to work effectively with others. Desired: Experience with OCLC or other bibliographic utility; coursework, undergraduate or graduate degree in business or the sciences; experience with NOTIS; knowledge of one or more modern Euro-

pean languages. *Serials catalog librarian*, Instructor or Assistant Professor Level to provide, under the supervision of the Head, Catalog Department, original cataloging and editing of OCLC copy for serials in the main and departmental libraries. To assist with the formulation and review of policies and procedures in the department, and with conducting Graduate School of Library and Information Science internships. Qualifications—Instructor: Required: An MLS from a program accredited by ALA; knowledge of AACR2, Library of Congress classification, LCSH, and relevant MARC formats; ability to work effectively with others. Desired: experience with OCLC or other bibliographic utility; serials cataloging experience, preferably in a large academic or other research library; experience with NOTIS; knowledge of one or more modern European languages. Qualifications—Assistant Professor: Required: An MLS from a program accredited by ALA; successful serials cataloging experience, preferably in a large academic or other research library, knowledge of AACR2, Library of Congress classification, LCSH, and relevant MARC formats; ability to work effectively with others. Desired: Experience with OCLC or other bibliographic utility; experience with NOTIS; knowledge of one or more modern European languages. Appointments at the Instructor level will be with a beginning salary of \$20,000. Assistant Professor level positions minimum \$24,000. The University of Alabama is a member of ARL, OCLC, and CRL, and is currently converting to the NOTIS system. Applicants are invited to apply for one or both positions depending upon credentials and interests. Send letter of application, resume and names and addresses of three references to: Sondra Tucker, Libraries Personnel Officer, The **University of Alabama**, Catalog Librarian Searches, P.O. Box 870266, Tuscaloosa, AL 35487-0266 by the application deadline of June 29, 1990. The University of Alabama is an equal opportunity, affirmative action employer.

CIRCULATION LIBRARIAN. This is a professional position to provide leadership and direction for library circulation activities. Responsibilities include: Overseeing all circulation activities; training, supervising and evaluating staff; performing some public services work. Circulation activities are highly automated. Flexible work schedule required. Experience with an automated circulation system or other automation activities desirable. Tenure-track position beginning approximately October 1, 1990. ALA-accredited Master's in Library/Information Science required. For tenure eligibility, by year six of employment a second master's/sixth-year certificate required. Salary range is \$2325-\$2750/month. Review of applications begins July 1, 1990, and will continue until position is filled. Send letter of application, resume/vitae and names of three references to: Harvey Varnet, University Library, **Governors State University**, University Park, IL 60466. GSU is an equal opportunity, affirmative action university and especially encourages applications from members of minority groups and women.

COLLECTION DEVELOPMENT LIBRARIAN: Full-time probationary, tenure-track, assistant professor to provide leadership in collection development and maintenance activities. Develop and implement collection development and evaluation strategies; work with librarians and instructional faculty to oversee collection development; write collection evaluation reports as required. This public

service position, reporting to the Dean, may have other duties assigned depending on the skills and background of the incumbent. ALA-approved master's degree and three years experience in a comparable academic library. Collection development experience required. Leadership and good communication skills essential. Preference will be given to those who have worked with an online system, possess subject master's degree, and who demonstrate other transferable library skills. Salary to \$38,000 for up to 180 duty days per year. Applications from minorities are encouraged. Memorial Library is home to MSUS/PALS, an integrated online library system containing over 3.5 million records, now serving 55 public and private academic libraries in Minnesota and North Dakota. Applications must be postmarked by June 25, 1990. Preliminary interviews may be conducted at ALA/Chicago June 23-28, 1990. Appointment will be made in September 1990. Apply to: Thomas M. Peischl, Dean of the Library, **Mankato State University**, MSU Box 19-P.O. Box 8400, Mankato, MN 56002-8400.

COORDINATOR, MINITEX/OCLC SERVICES. The MINITEX Library Information Network is a resource sharing network serving libraries in Minnesota, North Dakota, and South Dakota. Coordinators are responsible for the development of training and support programs of various OCLC subsystems and services for over 160 libraries in the region. Required qualifications: Master's degree

ASSISTANT DIRECTOR FOR AUTOMATED SYSTEMS

Michigan State University

Nominations and applications are invited for this exciting and challenging new position which will exercise a strong leadership role in all facets of the development and utilization of information technology in the MSU Libraries. The successful candidate for this position will work directly with the library automation systems (e.g., acquisitions, circulation, and online public access), for the development of a coherent infrastructure within the Libraries for public access computer systems, administrative support systems, telecommunications systems, and local area networks, plus major facilities planning. Hires and oversees systems staff, coordinates library automation systems/projects. Prepares appropriate budgets/grants for library technology development, and serves as liaison to the MSU Computer Laboratory the academic unit administering mainframe campus networking services.

Required: ALA-accredited master's degree in Library Science or an advanced degree in Computer Science or some other relevant field, substantial experience in planning and implementing automated systems and technology-based systems and services in academic and research libraries. Also requires strong communication skills and the ability to relate well with technical and non-technical people of all types and at all levels; management skills; competency and currency in library automation, including knowledge of OCLC, major integrated online systems and microcomputer/CD-ROM applications; and ability to view issues from a Library/University-wide perspective.

Preferred: Experience with mainframe library systems, NOTIS and IBM environments particularly desirable; knowledge of telecommunications; national, and local area networks.

Salary is \$50,000 minimum, depending on experience and qualifications.

MSU, enrolls over 40,000 students in 14 colleges. The Library system contains over 3 million volumes/microforms and 25,000 separate serial titles received regularly, and operates with the OCLC, NOTIS and INNOVACQ systems. Memberships include ARL and CRL. East Lansing is a community of approximately 50,000 located adjacent to Lansing, the state capital. Effective starting date is July 1, 1990, or as soon as possible thereafter. Applications and nominations should be submitted, preferably by **May 31**; late submissions will be considered if a suitable candidate pool is not identified by the deadline. Submit letter of application, resume, names, addresses and telephone numbers of 4 references to:

Hiram L. Davis, Director of Libraries
Michigan State University
East Lansing, MI 48824-1048

Michigan State University is an affirmative action, equal opportunity institution.

Faculty Positions in Library

Serials Librarian: Responsible for original cataloging and processing of serials in all formats using OCLC and NOTIS; and database maintenance, including editing records to conform with ANSI local standards. Reports to serials/acquisitions manager.

Cataloger: Responsible for original cataloging of OCLC, monographs and items in all formats using OCLC and NOTIS; and database maintenance, including editing records to conform to LC and local standards. Experience cataloging non-print formats is also desirable. Reports to head of cataloging.

Reference Librarian: Responsible for general reference utilizing traditional and computerized resources, including OPAC, CDROMs and online databases. Additional responsibilities include collection development in subject specialities and participation in a comprehensive bibliographic instruction program. Candidates must demonstrate well-developed interpersonal and communication skills and the ability to work creatively in a rapidly changing environment. Reports to the head of reference.

Qualifications: Above positions all require an MLS from an ALA-accredited library school and two years relevant experience in an academic or research library. For serials librarian and cataloger positions, candidates must also have knowledge of Library of Congress classification and subject headings, AACR2, and MARC formats. Appointments are at the rank of instructor or assistant professor; an assistant professorship requires a second masters.

Salary range from \$26,260-\$40,390, depending upon rank, educational attainment, scholarly contributions, and relevant work experience.

Baruch, a senior college of The City University of New York (CUNY), is a member of CUNY +, an integrated library system based on NOTIS, serving 18 units of the university. The library collection features 390,000 volumes and 2,500 current serial titles, serving an undergraduate population of approximately 12,000 and a graduate one of approximately 3,000.

Send letter of application, resumes, and three names of professional references by June 14, 1990 to: Chief Librarian, Baruch College/CUNY, 17 Lexington Avenue, Box 317, New York, New York 10010. AA/EOE. *Minorities are encouraged to apply.*

Baruch College/CUNY

from an ALA-accredited library school and a minimum of one year of professional library experience. Knowledge of cataloging principles and standards using AACR2 and OCLC/MARC and experience using the OCLC Cataloging Subsystem. Working knowledge of one or more microcomputer software packages. Effective written and oral communication skills. Demonstrated organizational skills. Appointment: Appointment is in the University of Minnesota's Academic Administrative Class. Minimum salary is \$26,000 and is dependent upon qualifications and experience. Excellent fringe benefits. One position will be available September 1, 1990; a possible second may be available dependent on funding. Applications including the position number UL196 must be postmarked by July 6, 1990. Requests for a complete position description and letters of application, including a detailed resume and names and addresses of three references, should be addressed to: Barbara Doyle, Personnel and Staff Development Officer, University Libraries, 453 Wilson Library, 309 19th Avenue South, Minneapolis, MN 55255-0414. The **University of Minnesota** is an equal opportunity educator and employer and specifically invites and encourages application from women and minorities.

DIRECTOR, CLARKE HISTORICAL LIBRARY, Central Michigan University Libraries. Central Michigan University is committed to diversity as an educational value and to taking affirmative actions to ensure equal opportunity in all areas of the University. Such factors as religion, national origin, race, color, sex, handicap, age, height, weight, marital status, veteran status, citizenship, or sexual orientation are not used as a basis for discrimination or harassment. In accord with this commitment to diversity and nondiscrimination, the Central Michigan University Libraries invite applications from qualified individuals for the following position: Director, Clarke Historical Library. The library, concentrating in the history of Michigan and the Old Northwest Territory, also includes a sizable historical collection of children's literature. The Director is responsible for the administration, development, and promotion of collections and services. Required qualifications: ALA-accredited MLS, or equivalent library knowledge/experience; MA in American history or American studies; library experience; relevant scholarly publications; knowledge of bibliographic resources, preservation, and historical materials including rare books and manuscripts;

communication skills, public service orientation, and administrative/supervisory experience. Strongly preferred qualification: Ph.D. in American history or American studies. Desired qualifications: Experience and/or training in public history; experience in grant writing and promotional activities; familiarity with library automation; and knowledge of publishing. It is a twelve-month, administrative position. Salary is commensurate with qualifications, minimum \$41,000. Excellent fringe benefits. Applications and nominations will be accepted until the position is filled. Review of candidates' files will begin immediately. Submit letter of application citing position; resume; names, addresses, and telephone numbers of at least three references to: Chairperson, Selection Committee, 207 Park Library, **Central Michigan University**, Mt. Pleasant, MI 48859.

DIRECTOR OF DEVELOPMENT, Sterling C. Evans Library, Texas A&M University: In conjunction with the Library Director and the Library development and Promotion Coordinator, designs, directs, and coordinates the library's development program for major gifts. Works with the University Development Foundation and the Library on cultivation and solicitation of individuals, private foundations, corporations and other groups. Advises on all matters of gift recognition and stewardship. Works closely with Library Development Council and Friends of the Library Board. Reports jointly to the Library Director and the Development Foundation. Employed by the Development Foundation. Qualifications: College degree required, advanced degree with knowledge and understanding of libraries preferred. MLS advantageous. Minimum two years professional experience in development or institutional relations. Minimum five years total experience. Strong writing and speaking skills required; marketing and public relations experience preferred. Ability to develop strong team work approach with involved library staff. Capital campaign experience desirable. Salary: \$27,500 minimum, commensurate with qualifications and experience. Competitive benefits package. Texas A&M University has an enrollment of 40,000 and is located between Houston and Austin. Deadline for applications is July 15, 1990. Submit letter of application, complete resume and names and telephone numbers of three professional references to: Durwood Lewis, Director of College

CATALOG LIBRARIANS

(TWO POSITIONS)

Olin Library System Washington University in St. Louis

The Olin Library System of Washington University in St. Louis is seeking talented and dynamic individuals to serve as Catalog Librarians. The Olin Library System is engaged in a multi-year project of strengthening and expanding its collections and services to correlate with the University's program of enriched research and teaching activities. The Olin Library System consists of a large central library and eight satellite subject libraries.

This Catalog Librarian performs original and adaptive cataloging according to AACR2, OCLC, and LC standards; creates and maintains records in card and online files; participates in formulating cataloging policies and procedures; assists with training personnel; develops and recommends authority control procedures and resolves authority problems.

Desirable qualifications: Academic library cataloging experience with AACR2 and LC classification. Knowledge of OCLC and other automated systems. Knowledge of online authority control systems. Required: MLS degree from an ALA-accredited library school. Working knowledge of a Western foreign language, preferably German. An understanding of the information needs of a research university. Ability to work effectively in a collegial manner in a changing environment. Minimum salary \$22,000.

For full consideration applicants should send a resume and three letters of reference to:

**Personnel Offices
Box 1184
Washington University
One Brookings Drive
St. Louis, MO 63130-4899**

Position will remain open until filled; initial review of applications will begin **July 15, 1990**. Employment eligibility verification required upon hire.

Washington University is an equal opportunity, affirmative action employer.

Programs, **Texas A&M University Development Foundation**, 610 Evans Library, College Station, TX 77843.

DIRECTOR OF TECHNICAL SERVICES, General Libraries, Emory University (search extended). Responsibilities: Provides creative leadership in planning, developing, and administering the Technical Services Division of the Emory University General Libraries. Participates in overall library management and reports to the Vice Provost/Director of Libraries. The Division is composed of 5 departments: Catalog, Catalog Support, Serials Control, Acquisitions, and Processing. In areas of responsibilities represents the libraries at the national level (e.g. RLG, OCLC). Will play a lead role in the continuing implementation of the DOBIS integrated library system, will direct a funded major retrospective conversion project, and will plan for additional creative uses of the resources of both RLIN and OCLC. Qualifications: ALA-accredited MLS or equivalent. Extensive experience in research libraries in increasingly responsible administrative positions sufficient to demonstrate competence in management of technical library operations. Broad knowledge of technical operations and procedures. Strongly demonstrated interpersonal skills; leadership qualities with understanding of national developments and standards in bibliographic control; experience with automated technologies and their appropriateness for library operations; good analytical, creative and organizational skills; ability to communicate and coordinate activities with library divisions, other libraries and departments of the university; sensitivity to information needs in a university commu-

nity. Technical Services Division and General Libraries: The Technical Services Division has forty-four professional and paraprofessional staff members. The collections of the General Libraries total 1,100,000 volumes (over 2,000,000 volumes for all Emory libraries), 1,200,000 microforms, 6,000 linear feet of manuscripts with a growing collection of audiovisual materials. The staff totals approximately 150. Other resources are available in separate libraries for law, health sciences, theology and Oxford College. The library materials budget of more than \$2,500,000 provides for the purchase of materials for the General Libraries which support Arts and Sciences and Business. Beginning salary: Dependent upon qualifications and experience, but not less than \$45,000. Comprehensive benefits package, including TIAA/CREF. Send letter of application, resume, and the names, addresses and telephone numbers of three references to: Paul M. Cousins, Jr., Chair, Search Committee, Robert W. Woodruff Library, **Emory University**, Atlanta, GA 30322. Review of additional applications for the continued search begins August 1, 1990, and continues until an appointment is made. Emory University is an Equal Opportunity, Affirmative Action Employer.

ENGINEERING REFERENCE LIBRARIAN, Assistant Professor (tenure-leading), Branch Services Department, starting September 4. 1) Provide reference service for Engineering Library and referral reference services for Mathematics & Statistics and Physics & Astronomy Libraries as well as for Computer Science faculty and students. 2) Develop Engineering Library reference and prod-

uct catalog collections. 3) Provide library/bibliographic instruction for Computer Science, Engineering, Mathematics and Statistics, and Physics and Astronomy. 4) Administer Mathematics & Statistics and Physics & Astronomy Libraries and supervise a LA III at each of these libraries. 5) Provide collection development/subject liaison with Computer Science, Mathematics & Statistics, and Physics & Astronomy Departments. 6) Provide computer search services for areas cited above. MLS from an ALA-accredited library school, demonstrated oral and written communication skills, and good interpersonal skills. Undergraduate degree, graduate coursework, or graduate degree in engineering, computer science, mathematics, statistics, physics, or astronomy; reference experience in an academic or special library; online and CD-ROM computer searching experience; reading knowledge of one or more foreign languages; demonstrated successful supervisory/management skills or experience; demonstrated teaching/library instruction skills. \$22,000 minimum for a 12-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current addresses/telephone numbers of three references by July 16 to: Kent Hendrickson, 106 Love Library, **University of Nebraska-Lincoln**, Lincoln, Nebraska 68588-0410. Affirmative Action, Equal Opportunity Employer.

GRADUATE RESEARCH ASSISTANTS desired. The Library Science of Wayne State University seeks qualified applicants to enroll in its program leading to the Master of Science degree. Wayne State's Library Science Program is accredited by the American Library Association. Program graduates are qualified for professional, entry level, career positions in corporate, academic, public and school libraries. Those selected will receive a salary, health insurance, and free tuition and books for one academic year. Situated on a beautifully landscaped campus, Wayne State University is a leading research institution that serves over 32,000 students. For details, please write: Peter Spyers-Duran, Dean, Library Science Program, 134 Purdy Library, **Wayne State University** Detroit, MI 48009, Attention: Code 1.

HEAD, ARCHIVES AND SPECIAL COLLECTIONS. Environment: The Archives and Special Collections Department, with 3 librarians and 4 support staff has a collection of 55,000 monographs and almost 300,000 newspaper and periodical volumes. The Department contains the rare book collection, the University Archives, a major collection of Floridiana and the largest collection of Cuban exile writings and memorabilia. The collections include photographs, maps, audiovisual tapes, and records as well as books. The Richter Library plans to implement the INNOPAC/INNOVAQ system in early 1991. The University of Miami Library System, with holdings in excess of 1.7 million volumes, is a member of the Association of Research Libraries and the Center for Research Libraries. Responsibilities: The Head reports to the Assistant Director for Library Collections and is responsible for the direction and management of the Archives and Special Collections Department. Manages the growth of the collections through donations and purchases. Establishes liaison with UM faculty and with the local community in order to acquire appropriate materials and promote their use. Publicizes the collection through exhibitions, publications and special programs. Provides high-quality reference and instructional services. Oversees the original cataloging and classification of book, nonbook, and manuscript materials. Contributes to Library, University, and professional activities. Qualifications: Required is the MLS from an ALA-accredited library school or foreign equivalent; at least five years progressively responsible experience in archives and/or special collections; knowledge of preservation techniques for rare and archival materials; strong oral and written communications skills; superior administrative skills. Preferred is a service minded librarian with university library experience, proficient in Spanish, experienced in a computerized environment, with the ability to work successfully in a multicultural setting, and capable of participation in fundraising activities including grant writing. Appointment: Twelve-month tenure-earning faculty appointment. Librarians are expected to meet the University's criteria for promotion and tenure which require research, publication, and involvement in the profession. Salary/Benefits: Starting salary negotiable, minimum \$35,000. Benefits include moving allowance. University assistance with house financing, tuition remission, paid pension plan options including TIAA/CREF, paid life insurance, partially paid medical/dental insurance plans, 22 days paid vacation. Closing: For full consideration, apply before July 16, 1990. Documents: Send application

letter, resume, and names of three references to: Ronald P. Naylor, Assistant Director for Administrative Services, Otto G. Richter Library, **University of Miami**, P.O. Box 248214, Coral Gables, FL 33124; fax (305) 665-7352. University of Miami is an equal opportunity, affirmative action employer.

HEAD, CATALOGING DEPARTMENT (search extended). The University of Akron is the third largest state-assisted university in Ohio. It offers its 29,000 day and evening students more than 230 associate's, bachelor's and master's degree programs, and 14 doctoral degree programs. The University Library and Learning

ASSOCIATE DEAN OF LIBRARIES FOR PUBLIC SERVICE

Adelphi University seeks experienced, resourceful, and energetic individual to assume administrative responsibilities for a major division of its libraries. The Associate Dean is responsible for (1) seven public services units in the Swirbul (main) Library, as well as the separately housed Science Library and the libraries at the Manhattan and Huntington Centers; and (2) assistance to the Dean in a variety of library-wide administrative responsibilities.

MLS from an ALA accredited library school and significant experience in academic library public services and administration are required.

\$45,000 minimum; 12 month appointment (22 days vacation); excellent benefits, including TIAA/CREF.

Adelphi University, the oldest private institution of higher education on Long Island, serving approximately 9,000 graduate and undergraduate students, is currently undergoing challenging and exciting changes, including a redefinition of its mission and goals and a revision of its curriculum. The University Libraries contain approximately 582,000 volumes, 569,000 microforms, 35,000 nonprint items, and maintains over 5,000 current serials subscriptions. Fully automated systems (OCLC and INNOVACQ/INNOPAC) support online public access catalogs, as well as circulation, acquisitions, and serials functions.

Screening of applications will begin June 1, 1990. Send letter of application, curriculum vitae, and names of three references to: Eugene T. Neely, Dean of Libraries, **ADELPHI UNIVERSITY**, Box 704, Garden City, New York 11530.

Adelphi
UNIVERSITY

Adelphi University is an EO/AA Employer M/F

Resources is seeking a professional, experienced manager to effectively set priorities and direct the workflow of its Cataloging Department. Reporting directly to the Director of University Library and Learning Resources, the Head of the Cataloging Department supervises 6.0 professional and 5.0 staff employees. This working manager is responsible for: coordinating the original cataloging, copy cataloging and pre-order searching of monographs, serials, government documents, media and machine-readable datafiles; maintaining the database, catalog, and authority files; participating in the ULLR's Department Head's Advisory Group and serving on other standing and ad hoc committees; planning and implementing the department's goals and budget. Required: MLS from ALA-accredited institution; at least 5 year's cataloging experience in varied academic or research libraries demonstrable successful movement of a large cataloging unit proven expertise with OCLC or other major bibliographic utilities, MARC formats and local automated systems; thorough knowledge of AACR2, LC classification and authority control; excellent oral, written, and inter-personal

communication skills. Preferred: Record of increasing responsibility of staff supervision; experience with VTLS; budgetary experience; potential for research and evidence of scholarly/professional achievement; evidence of creative and imaginative contributions to overall library management. This is a 12-month, tenure-track appointment at the rank of Associate Professor. It includes 22 days vacation, standard benefits package, and a starting salary between \$39,000-\$41,000. Application deadline is August 1, 1990. Send letter of application, resume, and three current letters of professional recommendation to: Rebecca Kopanic, Chairperson Search Committee for Head, Cataloging Department, **University of Akron**, Library and Learning Resources, Akron, OH 44325-1706. The University of Akron is an equal education and employment institution.

HEAD, CATALOG DEPARTMENT (search reopened). Supervises and coordinates a cataloging unit with a staff of 6 FTE paraprofessionals and two professionals including head. The unit processes

COLLEGE LIBRARIAN

Trinity College
Hartford, Connecticut

Trinity College invites applications and nominations for the position of College Librarian. Reporting to the Dean of the Faculty (the institution's chief academic officer), the Librarian is responsible for planning, supervision, and administration of the main library, the Watkinson Library (a separate research facility), the College archives, and such special collections as the slide and music library. The annual library budget is approximately \$2 million, and current holdings include over 800,000 books and periodicals, 200,000 microtexts, 150,000 slides, 15,000 sound recordings, and several thousand videotapes and films. Annual acquisition of new books averages 11,000 volumes. The Trinity, Connecticut College and Wesleyan University libraries are linked through a consortium that maintains a common online catalogue and provides state-of-the-art technology for other library functions. Expansion of the library's physical facilities is possible within the mid-term future.

Qualifications: Candidates must have a master's degree in library science from an ALA-accredited institution (preferably with additional advanced education) and at least seven years' experience in the administration of academic or research libraries. Particular weight will be given to candidates' leadership ability and skills in budgeting, personnel management and development, fundraising, and long-range planning. Thorough knowledge of new library technologies is required, and prior participation in a library building or expansion project is desirable.

Salary is commensurate with experience and qualifications; the minimum is in the range of \$50,000-\$55,000. The Librarian holds appointment as a member of the Faculty.

Position is available as of September 1, 1990. Review of applications and nominations will commence on **May 15**, and applications will be accepted until the position is filled. Applicants should submit: 1) brief letter describing their leadership ability and discussing the role of the library in a liberal arts college; 2) current curriculum vita; and 3) names, addresses, and phone numbers of three professional references.

Applications and nominations should be directed to:

J. Ronald Spencer, Associate Academic Dean
Trinity College,
300 Summit Street
Hartford, CT 06106

Trinity College is an affirmative action/equal opportunity employer. Applications from women and members of minorities are encouraged.

over 10,000 volumes per year. Other duties include responsibilities as a subject bibliographer. Required: Master's degree in library science from an ALA-accredited school and a minimum of four years of progressively responsible professional technical services experience: strong background in supervision and management; knowledge of LC classification, LCSH, AACR2, and MARC formats; demonstrated communication and interpersonal relations skills. Preferred: Some experience with an online catalog. Position is twelve-month, tenure track, TIAA/CREF or state retirement. Salary is \$28,000-\$32,000. Hunter Library has an annual materials budget of approximately \$700,000, contains over 350,000 volumes, and has a staff of 14 professionals and 25 paraprofessionals. Western Carolina University, with two other state universities, has formed the Western North Carolina Library Network, which shares an LS/2000 OPAC/circulation system. Send letter of application, resume, official transcripts, and names and telephone numbers of three references to: Sharon Kimble, Search Committee, Hunter Library, **Western Carolina University**, Cullowhee, NC 28723. Preference given to applications received by July 15, 1990. Western Carolina University is one of the sixteen senior institutions of the University of North Carolina and an affirmative action, equal opportunity employer. The University is located between the Great Smoky Mountains and the Blue Ridge Mountains, 55 miles west of Asheville, North Carolina.

HEAD, GOVERNMENT DOCUMENTS AND MICROTTEXT (search reopened). Experienced, take-charge librarian to manage a selective depository library of United States government and North Carolina state documents, oversee a microtext collection of over 700,000 pieces in a variety of formats, and provide access to the Artom collection, which holds materials germane to current events from 1948-1989. The Head of this department will supervise one professional and a support staff of one. He/she will be responsible for the organization and provision of reference services, bibliographic instruction and control of government documents and related tools, and may assume some collection development responsibility. Government Documents and Microtext will be moving to a new and more visible location as part of the renovation of the Z. Smith Reynolds Library. The successful candidate will be able to participate in the automation of the Reynolds Library. Wake Forest University, located in the thriving Piedmont Triad of North Carolina, has a collection of over one million volumes for a student population of 4,500, and is a liberal arts university with doctoral programs and strong professional schools. Minimum qualifications: ALA-accredited MLS. 3 years professional experience with documents. Administrative ability and commitment to service. Desired: Supervisory experience. Experience with microforms. Appropriate academic credentials. Knowledge of relevant technologies for information storage and retrieval. Salary range: from \$23,000 commensurate with qualifications and experience. Position available immediately. Please send letter of application and resume with names of three references to: Director, Z. Smith Reynolds Library, Box 7777, **Wake Forest University**, Winston-Salem, NC 27109-7777 by June 20, 1990. AA/EOE.

HEAD, MONOGRAPH CATALOGING UNIT, Catalog Department, Georgia State University. Responsibilities include: revision, training, and supervision of two faculty rank catalogers and three Library Technical Assistants with responsibility for the cataloging of monographs in all formats and all languages added to the collection, catalog maintenance, and retrospective conversion of older monographs; preparation of training materials for the unit; planning new procedures and formulation of standards of cataloging quantity and quality; cataloging new titles as time permits; and participation in University and professional activities including research and publication. An online catalog and an integrated online circulation system (PALS) are in place, and planning has begun for integrated acquisitions and serials modules. Retrospective conversion of bibliographic records for serials is complete and for monographs is in progress. Library of Congress classification and subject headings are used. Required: an ALA-accredited masters degree and two years experience cataloging in a library using OCLC or RLIN with one year of supervisory experience. Excellent communications and interpersonal skills are essential. Demonstrated interest in professional and research activities is important. Salary: \$24,000-\$27,000. Available September 1990. Send letter of interest, resume, and names and telephone numbers of current and former supervisors to: Dianne M. Smith, Library Personnel Officer, William Russell Pullen Library, **Georgia State University**, 100 Decatur Street, Southeast, Atlanta, GA 30303-

DIRECTOR CLARKE HISTORICAL LIBRARY

Central Michigan University Libraries

Central Michigan University is committed to diversity as an educational value and to taking affirmative actions to ensure equal opportunity in all areas of the University. Such factors as religion, national origin, race, color, sex, handicap, age, height, weight, marital status, veteran status, citizenship, or sexual orientation are not used as a basis for discrimination or harassment. In accord with this commitment to diversity and nondiscrimination, the Central Michigan University Libraries invite applications from qualified individuals for the following position:

Director, Clarke Historical Library. The library, concentrating in the history of Michigan and the Old Northwest Territory, also includes a sizable historical collection of children's literature. The Director is responsible for the administration, development, and promotion of collections and services.

Required qualifications: ALA-accredited MLS, or equivalent library knowledge/experience; MA in American history or American studies; library experience; relevant scholarly publications; knowledge of bibliographic resources, preservation, and historical materials including rare books and manuscripts; communication skills, public service orientation, and administrative/supervisory experience. Strongly preferred qualification: Ph.D. in American history or American studies. Desired qualifications: Experience and/or training in public history; experience in grant writing and promotional activities; familiarity with library automation; and knowledge of publishing. It is a twelve-month, administrative position.

Salary is commensurate with qualifications, minimum \$41,000. Excellent fringe benefits.

Applications and nominations will be accepted until the position is filled. Review of candidates' files will begin immediately. Submit letter of application citing position; resume; names, addresses, and telephone numbers of at least three references to:

**Chairperson
Selection Committee
207 Park Library
Central Michigan University
Mt. Pleasant, MI 48859**

3081; (404) 651-2172. Review of applications begins July 10, 1990, and will continue until the position is filled. An Equal Opportunity Affirmative Action Employer.

HEAD OF ACQUISITIONS/COLLECTION DEVELOPMENT. The University of West Florida invites applications and nominations for the position of Head of Acquisitions/Collection Development. Responsibilities: Selects, acquires, evaluates current and retrospective monographic titles; monitors and recommends allocation of funds to academic departments; and supervises a staff of three paraprofessionals. Additional duties: Supervises bibliographic verification and processing of orders; monitors and evaluates approval plan and vendor performance; selects replacement titles and oversees weeding operations as well as gift retention/disbursement; formulates development of departmental policies/procedures; interprets library and university policies to staff and patrons; participates in professional development activities as appropriate. Reports to Director of Libraries. Qualifications: ALA-accredited MLS; three years experience in acquisitions/collection development, preferably in an academic library; strong analytical, communication, interpersonal, organizational, and quantitative skills; ability to work with faculty; familiarity with the publishing trade; working knowledge of microcomputers and/or automated acquisitions, experience with NOTIS highly desirable. Salary and Benefits: \$29,000-\$33,000, 12 months. TIAA/CREF, other retirement, no state or local income taxes. The University of Florida is one of nine institutions in the State University System, all of which use NOTIS. The Library serves over 7,000 students with a 500,000 volume collection and 4,500 journal subscriptions. Application procedure: Send letter of application by July 31, 1990, including resume and names of 3 professional references to: Director's Office, John C. Pace Library, The **University of West Florida**, 11000 University Parkway, Pensacola, FL 32514-5750. UWF is an equal opportunity, affirmative action employer.

HEAD OF COLLECTION MANAGEMENT SERVICES. Cleveland State University Library seeks a highly-qualified individual to join a top library management team of four other services heads, the deputy director, and the stimulating and innovative environment of

an urban university. Position reports to the deputy director. Shares broad responsibility for management of the library as well as planning, managing, and coordinating all collection management activities, including the collection-related responsibilities of 17 librarians, and the full-time supervision of 7 classified staff and 2.5 student assistants. Overall responsibilities include collection evaluation, selection and deselection, acquisition, pre-order search, vendor selection, development of special collections, and management of an acquisitions budget of over \$1 million. Serves as liaison to the CSU community regarding the collections and encourages effective relations between selectors and that community. Selects materials in assigned subject areas. May participate in reference, bibliographic instruction and database searching. Qualifications required: ALA-accredited MLS. Supervisory experience and skills necessary to manage Collection Management Services, demonstrated by experience in managing or coordinating a relevant library operation. Five years collection development experience, including substantial experience in selecting library materials in an academic or research library, as well as relevant acquisitions or serials experience. Demonstrated ability to establish effective and positive relationships with faculty and staff. Understanding of the application of automation to library operations. Demonstrated leadership, including good interpersonal, supervisory, and communication skills. Demonstrated potential for professional contribution and growth. Preferred: Advanced degree in a subject field. Experience with an integrated library system such as NOTIS. Knowledge of OCLC or another bibliographic utility. Minimum salary: \$35,000 commensurate with background and experience. Cleveland State University, now celebrating its 25th anniversary, has over 18,000 students, over 600 faculty and offers a wide range of degree programs. Located in the heart of the city near Playhouse Square, CSU has easy access to the cultural attractions of University Circle, such as the Cleveland Orchestra and the Cleveland Museum of Art. Cleveland has a rich diversity of ethnic and racial grounds, super libraries and other cultural institutions, and is a city truly on the move. Send letter of application; resume; and names, addresses, and telephone numbers of three references to: Brian P. Ruddick, Assistant to Director, **Cleveland State University** Library, E. 24th & Euclid Ave., Cleveland, OH

REFERENCE LIBRARIAN

California State University, Stanislaus

12-month, tenure-track position, starting September 1990. Responsibilities, shared with three other reference librarians, include general reference and online database searching, bibliographic instruction, and collection development. Establishes circulation policies in consultation with dean of library services and assists circulation coordinator in resolving special problems. Some evening and weekend work required. Benefits include 24 days vacation, health, and retirement plans and sabbatical leave. Faculty status requires librarians to fulfill faculty requirement for retention, promotion, and tenure. Salary: Minimum \$38,112; rank equivalent to assistant or associate professor, dependent on experience and qualifications. Requirements: MLS from ALA-accredited library school; minimum of three years as a full-time reference librarian; preferably in an academic library; demonstrated knowledge of online database searching; experience in library instruction; strong public service commitment; excellent oral, written, and interpersonal communication skills; ability to maintain effective working relationships with colleagues and students in a culturally diverse academic community. Science background and supervisory skills desirable. Applications received by **June 15, 1990**, will be assured consideration. Submit complete resume, as well as the names, addresses, and telephone numbers of three references to:

**Library Search Committee
c/o John K. Amrhein, Dean of Library Services
California State University, Stanislaus
Turlock, CA 95380**

AA/EOE: Women and minorities are encouraged to apply.



The University of Wisconsin-Parkside Library/Learning Center

Two Public Services Positions

Coordinator of online search services. The successful candidate will coordinate the library's mediated and end-user search services; provide reference service; serve as liaison to several faculty departments for purposes of bibliographic instruction, online searching, and collection development; and participate in outreach programs. **QUALIFICATIONS:** Required: Graduate library degree from an ALA accredited library school; substantial experience searching DIALOG and/or BRS; ability to work confidently and creatively with microcomputers and software; well developed interpersonal and communication skills; evidence of professional commitment to librarianship. Desired: Teaching experience and demonstrated interest in and knowledge of current trends in bibliographic instruction.

Reference/Outreach Librarian. The successful candidate will coordinate the library's community outreach services; supervise interlibrary-loan functions; provide reference service; and serve as liaison to several faculty departments for purposes of bibliographic instruction, online searching, and collection development. **QUALIFICATIONS:** Required: Graduate library degree from an ALA accredited library school; well developed interpersonal and communication skills; evidence of professional commitment to librarianship. Desired: Experience in providing outreach programs; experience in business librarianship or academic background in business; microcomputer and online searching experience; teaching experience and demonstrated interest in and knowledge of current trends in bibliographic instruction.

Salary: Minimum of \$24,000, depending on experience and qualifications.

To apply: Applicants are invited to apply for one or both positions depending on credentials and interests. Send letter of application, resume, graduate transcripts, and the names, addresses, and telephone numbers of three current references to: Linda Piele, Chair, Search and Screen Committee, Library/Learning Center, UW-Parkside, Box No. 2000, Kenosha, WI 53141 (FAX: 414/553-2545). Applications received by June 25, 1990 will be given first consideration; applications will be accepted until the positions are filled. Effective starting date is September 1, 1990. The University of Wisconsin-Parkside is an equal opportunity/affirmative action employer.

44115. Review of applications will begin July 16 and will continue until the position is filled. Starting date October 1. Preliminary informational meetings will be set up at ALA. Equal Opportunity Employer, minority, female, handicapped.

HEAD, ORDER UNIT, Kansas State University Libraries. Responsible for management monographic acquisitions, including approval and blanket order plans, plus serial ordering with a staff of 5 classified and 2 FTE student employees. Order Unit expends against a budget of nearly \$1 million out of a total materials budget of over \$2.3M. Unit Head is responsible for vendor selection and evaluation. Unit is fully automated on the LS/2 integrated library system. During FY91, the Unit will implement NOTIS. The Unit derives records from OCLC thus providing copy to Cataloging Dept. The Order Unit Head along with the Binding, Gifts and Serials Units, reports to Chair of the Acquisitions Dept. The Unit works closely with the Chair of Collection Development and a core of bibliographers. Requirements: ALA-accredited MLS; coursework and/or experience in library acquisitions; ability to communicate orally and in writing; demonstrated supervisory, managerial and interpersonal skills. Prefer: experience with an automated library acquisitions system; familiarity with OCLC and MARC record formats; familiarity with the use of microcomputers; experience in planning, implementing and documenting workflow; familiarity with accounting principles. Salary: \$22,000 minimum for 12-month appointment, negotiable depending on qualifications. Vacation of 22 working days. Blue Cross/Blue shield and choice of retirement plans including TIAA/CREF. KSU is a land grant university with 1,500 faculty and an enrollment of over 19,000. Librarians at KSU Libraries have faculty status and earn tenure. There is support for professional development, but no publishing requirement. Manhattan is a community of 45,000 situated in the rolling Flint Hills with a very moderate cost of living. Deadline for application: June 30, 1990. Send letter of application, resume, names, addresses and phone numbers of three references to: Jean McDonald, Administrative Services, **Kansas State University** Libraries, Manhattan, KS 66505. KSU is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

HEAD OF REFERENCE. Wright State University, Dayton, Ohio, is looking for a dynamic, service-oriented individual to head University Library Reference Department. Primary responsibilities: Plans, implements, and evaluates Reference Department programs and services; supervises 7 professional librarians and 3 paraprofessionals; represents the library and the Reference Department in various state and local organizations; with other library department heads, recommends and implements library goals and directives. Required: ALA-accredited MLS; five years professional library experience, including at least two years reference experience and two years experience in supervisory and/or administrative position. Desired: Additional graduate degree; reference experience in academic or research library; experience with online public access catalog or other automated system. Minimum salary \$31,800+, twelve-month contract. Liberal benefits package. Send letter of application, resume, and names of three references to: Patricia Walker, Business Manager, University Library, **Wright State University**, Dayton, Ohio 45435. Application deadline: July 10, 1990. AA/EOE.

HEAD OF TECHNICAL SERVICES/SYSTEMS LIBRARIAN, Seattle Pacific University. Responsibilities include: Managing/directing technical services and coordinating an online integrated system, including the supervision of a retrospective conversion project. Candidates must have: ALA-accredited MLS; administrative experience in technical services, familiarity with a major bibliographic utility, library automation applications, retrospective conversions, and bibliographic database management; and effective interpersonal and communication skills. Professional position, salary (\$29,000-\$32,000) depends upon experience and qualifications. Seattle Pacific University is an evangelical Christian university of the arts, sciences, and professions. SPU has a combined undergraduate enrollment of 3,300 students with an additional 4,000 students enrolled in off-campus programs each quarter. SPU seeks applicants who are committed to the spiritual and educational mission of the university and its lifestyle expectations. Women and minorities are encouraged to apply. Send resume and letter listing three or more references to: Gary R. Fick, University

SERIALS COORDINATOR LIBRARIAN (REOPENED SEARCH)

The George Washington University
Washington, D.C.

The George Washington University announces that the search for Serials Coordinator Librarian has been reopened. Appointment salary: \$26,000 minimum.

Responsibilities: The incumbent is responsible for serials record control within the Acquisitions Department, including management and supervision of the Serials and Documents Units (5.5 FTE Staff and 4-6 part-time wage hour employees) and providing service liaison with Periodicals Unit, Reference, Cataloging and Systems, Preservation and Binding, and Subject Specialists. The serials Coordinator provides quality control of the automated serials database, currently utilizing FAXON SC-10 and contributes to NOTIS planning and implementation scheduled for Summer/Fall 1990. The incumbent also serves as the Gelman Library Coordinator for the GPO select depository program providing materials processing, acquisitions of new selections, and public services liaison (supervision 1/2 of FTE staff).

Qualifications required: ALA-accredited master's degree in library science; a minimum of 2 years serials acquisitions or serials bibliographic control experience; proven oral and written communication skills. **Qualifications desirable:** Familiarity with AACR2 and experience with OCLC; serials/acquisitions automated systems; supervisory experience.

Deadline: For full consideration please respond by **June 30, 1990**. The search will remain open until the position is filled. Send current resume and names of three references to:

Andrea Stewart
The Melvin Gelman Library
The George Washington University
2130 H Street, NW - Room 201
Washington, DC 20052

The George Washington University is an equal opportunity, affirmative action employer.

Librarian, Weter Memorial Library, **Seattle Pacific University**, Seattle, WA 98119; (206) 281-2228. Closing date: August 1, 1990.

HEAD, REFERENCE SERVICES. Central Michigan University is committed to diversity as an educational value and to taking affirmative actions to ensure equal opportunity in all areas of the University. Such factors as religion, national origin, race, color, sex, handicap, age, height, weight, marital status, veteran status, citizenship, or sexual orientation are not used as a basis for discrimination or harassment. In accord with this commitment to diversity and nondiscrimination, the Central Michigan University Libraries invites applications from qualified individuals for the following position: Head of Reference Services, responsible for leadership and management of the general reference unit, the services which include bibliographic instruction incorporating a credit course, database searching, and documents/law collections. The Reference Services unit consists of eleven librarians and two full-time support staff and is committed to innovative services supported by information technologies. It is a 12-month, tenure-track faculty position. Required qualifications: ALA-accredited MLS; significant professional reference experience, including bibliographic instruction and online and CD-ROM database searching; supervisory experience; demonstrated leadership, human relations, and oral/written communications skills; and evidence of potential for professional and scholarly accomplishment meriting appointment with faculty rank. Desired qualifications: additional graduate degree; professional experience in academic or research library; collection development experience; and experience in online catalog use. Salary commensurate with qualifications, minimum \$36,000. Excellent fringe benefits. Central Michigan University is located in Mt. Pleasant, a city of about 25,000 one hour north of Lansing. The University offers programs through the

doctoral level to a campus enrollment of 17,000 students. The Libraries, with a collection of over 900,000 volumes, are implementing NOTIS and have 82 librarians and support staff. Applications will be accepted until this position is filled. Review of candidates' files will begin immediately. Submit letter of application stating this position; resume; and names, addresses, and telephone numbers of three references to: Chairperson, Selection Committee, **Central Michigan University**, Park 207, Mt. Pleasant, MI 48859.

HEAD, TECHNICAL SERVICES. Rensselaer Libraries seek a department head to manage Acquisitions, Cataloging, and Serial activities and contribute to the overall management of the library. The libraries have a state-of-the-art online information system available through the campus network. The Head of Technical Services would establish, implement, and evaluate operational goals; organize and administer the human and fiscal resources of the unit; and participate in library-wide planning and policy formation. The Head supervises four librarians and twelve support staff. Requirements: ALA/MLS; minimum five years professional experience; demonstrated ability in supervision; experience with managing technology; strong analytical, problem solving, and leadership skills. Salary, mid-\$30s, is competitive and negotiable depending upon experience and qualifications. Rensselaer Polytechnic Institute has an attractive benefits program including advanced educational opportunities for employees and their families. The Capital District of New York State offers many academic, cultural, and recreational opportunities. Send vita and names of three references by July 15, 1990, to: Barbara A. Lockett, Director of Libraries, **Rensselaer Polytechnic Institute**, Troy, NY 12180-3590. Rensselaer is an Equal Opportunity, Affirmative Action Employer.

INFORMATION DELIVERY COORDINATOR. Responsible for overseeing and supervising the interlibrary loan operations and developing a program to assist users in locating information resources available at institutions other than UMD. Enhance and encourage UMD's cooperation with existing state and national interlibrary networks and explore new avenues of opportunity. In conjunction with the library's application programmer and Public Service Department personnel integrate new technologies in the implementation of a document delivery system. Participates in reference service. Required: ALA-accredited MLS; two years professional experience in an academic library setting; reference experience in an academic or large public library. Necessary skills: effective oral and written communication; planning and organizational; successful interpersonal; and the ability to work as a team member. Salary: \$27,500 - \$30,000. Three year contract. Academic/Renewable. Closing date: July 15, 1990. Send resume and 3 letters of reference to: Joanne Line, Administrator, Library, **University of Minnesota**, 248 Library, 10 University Drive, Duluth, MN 55812. The University of Minnesota is an equal opportunity educator and employer and specifically invites and encourages applications from women and minorities.

MINORITY INTERNSHIP. The University of Missouri-St. Louis Libraries are pleased to announce an internship for recent library school minority graduates. This one-year internship, to be designed with the successful candidate, will offer experience and training in all aspects of library operations and significant financial support for continuing education. Qualifications: MLS from an ALA-accredited library school and minority status. The UM-St. Louis Libraries contain over 529,000 volumes, 3,000 periodical subscriptions, 1,003,000 U.S. government documents, and 1,500,000 items in microform. A dedicated and energetic staff serves a population of over 12,000 students and 400 full-time faculty in an institutional environment firmly committed to quality urban education. Salary: minimum \$22,470. Submit letter of application, resume, and names of three references to: Joan Rapp, Director of Libraries, **University of Missouri-St. Louis**, 8001 Natural Bridge, St. Louis, MO 63121.

MONOGRAPHS CATALOGER. Trinity University, San Antonio, Texas, invites applications for the position of Monographs Cataloger, a faculty appointment. San Antonio, site of the 1988 and 1992 ALA Midwinter meetings, is the nation's ninth largest city. Trinity, with 2,400 undergraduates and 200 graduate students, is strongly committed to excellence in support of the liberal arts and science tradition. Scholarly achievement is recognized through Phi Beta Kappa, other national honor societies, and emphasis on undergraduate research. Selective admissions, highly qualified faculty, and outstanding teaching programs place Trinity among the excellent liberal arts and sciences universities in the nation. The Library's collection contains some 675,000 volumes of books and bound periodicals (compared with 300,000 in 1980), plus sizable holdings of government documents, microforms, and non-print items. Primary responsibilities include cataloging all monographic titles requiring original cataloging, including most foreign language monographs; cataloging all special materials such as theses, special collections, microforms, etc.; and responsibility for the overall supervision of the OCLC searching unit within Cataloging. Opportunities for collection development and other public service assignments may be included. Required qualifications include the MLS from an ALA-accredited library school; knowledge of AACR2, particularly as related to monographs; knowledge of Library of Congress classification systems and subject headings; reading knowledge of at least one foreign language in German, Russian, French, Spanish, Chinese, or Japanese; familiarity with OCLC or the in-house automated systems; initiative, creativity, and strong communication skills; and the ability to function effectively in a complex organization. Desirable qualifications include experience in monographic cataloging in an academic library, and an additional graduate degree. Instructor or Assistant Professor rank with tenure-track. Salary minimum \$23,000, higher depending on experience or other qualifications; twelve-month appointment; TIAA/CREF and other fringe benefits. Position available August 15, 1990, or as soon thereafter as possible. Send letter of application, detailed resume, placement file if available, and names of three references to: Richard Hume Werking, Director of Libraries, **Trinity University**, 715 Stadium Drive, San Antonio, Texas 78212, by June 10, 1990, for possible interviewing at ALA summer conference. Trinity University is an equal opportunity, affirmative action employer. Deadline for receipt of applications is July 15, 1990.

PRINCIPAL CATALOGER/SECTION HEAD, Assistant Professor (tenure-leading). Cataloging Department, starting September 15. 1) responsible for the supervision of the Original and Revised Cataloging Section of the Cataloging Department including training and revising the work of new professional catalogers; 2) be the Department's contact and resource person for OCLC Enhance and Upgrade procedures; 3) act as resource person for professional catalogers in interpretation of cataloging rules, OCLC cataloging standards, and local cataloging policies and procedures in all MARC formats, including serials; 4) communicate changes in and interpretations of cataloging rules to all professional catalogers; 5) prepare and revise documentation for the section manual; 6) act as a resource person for cataloging assistants as needed; 7) be a member of the Cataloging Department management team; 8) as time permits, catalog monographs; and 9) participate in special assignments. Required: MLS from an ALA-accredited library school; minimum of four years recent professional cataloging experience; familiarity with OCLC or similar cataloging utility; demonstrated oral and written communication skills; ability to work effectively with professional and paraprofessional staff, good working knowledge of at least one European language. Preferred: Demonstrated successful supervisory and training skills; cataloging experience with OCLC Enhance; experience in an academic library environment; experience with an automated library system. \$30,000 minimum for a 12-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current addresses/telephone numbers of three references by July 16 to: Kent Hendrickson, 106 Love Library, **University of Nebraska-Lincoln**, Lincoln, NE 68588-0410. Affirmative Action, Equal Opportunity Employer.

PROGRAM OFFICER FOR TRAINING, Association of Research Libraries Office of Management Services. Responsible for design and delivery of training services and resources to academic/research libraries essential, knowledge of business/management literature and experience with teaching or training helpful. Must be prepared to travel. Exciting opportunity for individual interested in management issues in higher education. Minimum \$30,000. To assure consideration, applications should be submitted by August 1. Early applications are encouraged to permit preliminary interviews at ALA. Send letter of application, resume, three references to: Susan Jurow, Director, **Association of Research Libraries**, Office of Management Services, 1527 New Hampshire Avenue, N.W., Washington, DC 20036.

PUBLIC SERVICES PROJECT LIBRARIAN. The Schaffner Library, serving extension programs on Northwestern University's Chicago campus, has received a major foundation grant to extend development of an "electronic library laboratory." We are seeking a dynamic librarian interested in participating in an extensive user education program for adult students, and active end user search service using both CD-ROM and online databases, and a variety of other services which take advantage of new information technologies. This project position shares with other professional staff of Schaffner Library materials selection responsibilities, microcomputer consulting and reference services, teaching in an active course-related BI program, some technical services and other library services, including some evening hours. The incumbent will be expected to participate with colleagues in actively promoting continuing innovation within Schaffner, and communicating Schaffner activities both within the university and to the higher education community at large. Qualification: MLS from an ALA-accredited library school; excellent communication skills and familiarity with microcomputers and information retrieval technology. Salary: Minimum of \$23,500. Applications, including a list of three references may be submitted by July 1 to: Rachel D. Blegen, Personnel Manager, **Northwestern University** Library, 1935 Sheridan Road, Evanston, IL 60208-2300. Interviews can be arranged at ALA. EEO/AA Employer. Employment eligibility verification required upon hire.

PUBLIC SERVICES LIBRARIAN. St. Lawrence University, private, non-denominational liberal arts college located between the Adirondack Mountains and the St. Lawrence river, has an opening for an entry level Public Services Librarian. Reporting to the University Librarian, the successful candidate will share responsibility for daytime and evening reference desk service, participate in other reference activities and discussions, assist in providing online and instructional services, and share responsibility for

STAFF DEVELOPMENT OFFICER

Olin Library System Washington University in St. Louis

The Olin Library System of Washington University in St. Louis is seeking a talented and creative individual to serve as Staff Development Officer. The Olin Library System is engaged in a multi-year project of strengthening and expanding its collections and services to correlate with the University's program of enriched research and teaching activities. We are in the process of establishing a comprehensive, multi-year staff development program for the system which consists of a large central library and eight satellite subject libraries.

The staff development officer is responsible for developing and coordinating the Library's staff development program, assessing needs and implementing library-wide activities to address these needs; planning, designing, and conducting in-house training programs; conducting job analyses; and evaluating program effectiveness on an ongoing basis.

Qualifications: MLS degree from ALA-accredited Library School. Academic background in personnel administration, adult education, human resources, management, psychology or counseling preferred. Experience in personnel or related field in an academic setting. Demonstrated skill in training and personnel management. Understanding of the role of the research library in higher education. Expertise in library operations. Strong interpersonal skills. Sensitivity and responsiveness to staff needs. Excellent oral and written communication skills. Minimum salary \$23,500.

For full consideration applicants should send a resume and the names of three references to:

**Personnel Office
Washington University
Campus Box 1184
One Brookings Drive
St. Louis, MO 63130-4899**

Position will remain open until filled; initial review of applications will begin **July 15, 1990**. Employment eligibility verification required upon hire.

Washington University is an equal opportunity, affirmative action employer.

general collection development. St. Lawrence has recently introduced INNOPAC and INNOVACQ and is continuing to implement CD-ROM technology. Twelve month contract; liberal benefits; faculty status with one month's vacation. Required: ALA-accredited MLS; strong commitment to service; effective communication and inter-personal skills; solid course work or experience in reference services on online searching. Preferred: Additional advanced degree; academic library experience; course work or experience in computer technology as applied to library services. Starting date: On or before September 1, 1990. Salary Range: \$21,000-\$23,000. The position will remain open until filled. The Search committee will begin to review candidate applications on June 15, 1990. Send letter of application, resume, and three letters of recommendation to: Art Lichtenstein, Chair, Search Committee, Owen D. Young Library, **St. Lawrence University**, Canton, NY 13617. St. Lawrence University is committed to fostering multicultural diversity in its faculty, staff, student body and programs of instruction, As an equal opportunity, affirmative action employer, we specifically encourage applications from women and minorities.

PUBLIC SERVICE LIBRARIAN(S). Eastern New Mexico University in sunny, friendly, affordable Portales, New Mexico, seeks academic librarians to fill multiple vacancies. MLS-ALA required. Desire those with interest in reference, interlibrary loan, bibliographic instruction, and online services. Academic experience desirable. Salary: \$22,000+ (12-month contract); generous benefits including 22 days' annual leave. Application postmarked by 10 June 1990. Send letter of application, resume, transcripts, and

have 3 letters of professional recommendation sent to: Library Search Committee, **Eastern New Mexico University** Station 21, Portales, NM 88130. AA/EOE

REFERENCE LIBRARIAN, Cornell University Library. Offer reference service: prepare bibliographies, assist with current awareness services, advise on collection needs, and instruct users in legal research methodology (including LEXIS and WESTLAW) in both formal and informal settings. Participate in the 1st year legal bibliography course. Regular evening and periodic weekend reference assignments. Qualifications: Required: MLS or equivalent grad degree; ability to communicate effectively and work well with faculty, students, and staff; flexibility; good problem solving skills; knowledge of legal bibliography or ability to learn quickly. Preferred: experience in a public service position, preferably in an academic law library (JD may substitute for experience if other requisite characteristics are present); experience in teaching legal bibliography. Foreign language skills desirable. Entry level salary \$22,200+, depending on qualifications. Applications due July 1 but accepted until position filled. Send cover letter, names, addresses, and phone numbers for three references, and resume to: Ann Dyckman, Director of Personnel, 201 Olin Library, **Cornell University**, Ithaca, NY, 14853-5301. Cornell is an affirmative action, equal opportunity employer.

REFERENCE AND INSTRUCTION LIBRARIAN FOR MULTICULTURAL SERVICES. Responsibilities: The University at Albany seeks a reference librarian with a special interest in outreach to

multicultural and non-traditional students. Provides reference services, bibliographic instruction, CD-ROM assistance for a multicultural community. Research and publication are expected, faculty tenure-track. Qualifications: Required: ALA-accredited MLS; strong oral and written communications skills; strong commitment to public service; background or experience in a multicultural environment. Desired: Experience in reference and/or bibliographic instruction; familiarity with microcomputers. Salary: Commensurate with education and experience. \$23,500-\$27,000. Apply to: Christine M. Travis, Library Personnel Officer, University Libraries - UL 139, **University at Albany, State University of New York**, 1400 Washington Avenue, Albany, NY 12222. Deadline: Review of letters of application and resumes will begin July 6, 1990. Please include a list of three persons with addresses whom we can contact for references. The University at Albany, State University of New York is an equal opportunity, affirmative action employer. Applications from women, minority persons, handicapped persons, special disabled and Vietnam era veterans are especially welcome.

REFERENCE AND INSTRUCTIONAL SERVICES LIBRARIAN.

Full-time permanent, tenure track instructor/assistant professor to provide reference services, instructional services and conduct online searching; to serve as library liaison for assigned discipline(s). ALA master's required. Preference will be also be given to candidates with a subject master's and who demonstrate prior reference, database searching and/or instructional experiences. Preference will also be given to candidates with a business, science or technology subject background. Salary range \$25,230 to \$35,502 for 168 days a year. Additional duty days may be

available at the end of the current year and in future years. Applications from minorities are encouraged. Applications must be postmarked by June 25, 1990. Begin date will be approximately September 11, 1990. Interviews may occur at ALA/Chicago June 23-28, 1990. Apply to: Thomas M. Peischl, Dean of the Library, **Mankato State University**, MSU Box 19 - P.O. Box 8400, Mankato, MN 56002-8400.

REFERENCE AND PUBLIC SERVICES LIBRARIAN at Moravian College for anticipated August vacancy. Works with team of two other librarians to provide reference services and bibliographic instruction and supervises two support staff and 30 student assistants. Works with the system administrator in the ongoing operation of a fully implemented Dynix integrated online system. Reeves Library, with a total staff of 5 librarians and 6 support staff, provides service to a selective, primarily residential undergraduate student body of 1,200 and a graduate theological seminary of 85 students. Librarians and staff work in a flexible, collegial setting in which interpersonal skills and a strong desire to serve students and faculty are required. Located in the beautiful Lehigh Valley of Pennsylvania, Moravian College is the sixth oldest college in the country and is engaged in a variety of cooperative programs with five other neighboring private institutions. Background in computer hardware and software desirable. Position requires ALA-accredited MLS. Minimum salary will be \$21,000 coupled with an excellent benefits package which includes 23 days annual leave, 10 holidays, fully funded TIAA/CREF and a variety of dependent tuition waiver plans. Send letter of interest and resume to: John Thomas Minor, Reeves Library, **Moravian College**, 1210 Main Street, Bethlehem, PA 18018. Equal Opportunity Employer.

SYSTEMS LIBRARIAN (search reopened)

Olin Library System Washington University in St. Louis

The Olin Library System of Washington University in St. Louis is seeking a talented and dynamic individual to serve as Systems Librarian. The Olin Library System is engaged in a multi-year project of strengthening and expanding its collections and services to correlate with the University's program of enriched research and teaching activities. The Olin Library system consists of a large central library and eight satellite subject libraries.

The Systems Librarian participates in the ongoing development of an automated library information system and helps to maintain the efficient operation of existing automated processes.

Desirable qualifications are: working experience in a library processing environment; programming experience and/or coursework in assembler language and/or a block-structured higher level language such as PL/I, Pascal, or "C", preferably on a main-frame machine; knowledge of interactive transaction processing and batch text-processing applications. Required: an MLS from an accredited library school or a graduate degree in a discipline related to information science. Minimum salary \$22,176.

For full consideration applicants should send a resume and three letters of reference to:

**Virginia F. Toliver
Director of Administration and Planning
Washington University
Campus Box 1061
One Brookings Drive
St. Louis, MO 63130-4899**

Position will remain open until filled; initial review of applications will begin **July 15, 1990**. Employment eligibility verification required upon hire.

REFERENCE/BIBLIOGRAPHIC INSTRUCTION LIBRARIAN.

The University of Evansville Libraries seeks a librarian possessing excellent written and oral communication skills, the interpersonal skills necessary to work collegially and cooperatively with peers, and a commitment to excellent service and professional development. UE Libraries houses over 215,000 bound volumes and over 243,000 microforms. Fully-automated and integrated online catalog on the NOTIS System. Responsibilities: Participate in all reference department activities, assist in performing online literature searches, and coordinates an existing, successful, course-integrated library instruction program. Reports to the Head of Reference. Some evening and weekend work is required. Qualifications: An MLS from an ALA-accredited library school. A second subject master's in the sciences or social sciences is desirable. Prefer experience in academic library reference service. Basic experience in online literature searching and some knowledge of CD-ROM computer databases required. Teaching experience preferred. Salary: \$19,500 minimum, depending upon experience and qualifications. A tenure-track, faculty rank position requiring demonstrated proficiency in librarianship, scholarly activity, and community or university service. 22 vacation days, plus holidays. A 12-month contract. TIAA/CREF. The University of Evansville is an independent, church-related, selective admissions University located in a city of 135,000 in southwestern Indiana. Enrollment numbers about 3,000 full and part-time students. The University includes a major campus in England called Harlaxton College. We encourage applications from women and minorities. Send application, resume, names, addresses, and phone numbers of three professional references to: R. N. Sharma, Director of University Libraries, **University of Evansville**, 1800 Lincoln Avenue, Evansville, IN 47722. Preliminary interviews will be conducted at the ALA Conference in Chicago. Application deadline is June 30, 1990. Position is available immediately. The University of Evansville is an Affirmative Action, Equal Opportunity Employer.

REFERENCE LIBRARIAN (anticipated opening). Opportunity to join an excellent team of 13 professional librarians in providing service to a large, multi-campus urban community college. Duties: To offer general reference service and library-use instruction afternoons and evenings. Perform collection development in selected areas. Serve on library committees to coordinate efforts with other ACC librarians. Maintain and develop periodicals collection. Perform online searching as needed. Maintain faculty liaison in selected academic areas. Candidate should possess a strong public service commitment. ALA-accredited MLS. Entry-level candidates who are motivated to work in a community college are encouraged to apply. Prefer: 2 years pre-professional experience in an academic setting. Supervisory aptitude. Applicants should be flexible, curious, energetic, and knowledgeable with excellent communication skills. Minorities are encouraged to apply. Faculty status. Nine-month contract with 3-month summer option. Salary: \$23,015 (FY90) (9 months) minimum. Respond with letter of application, resume, and names and addresses of three references to: Personnel Department, **Austin Community College**, P.O. Box 140526, Austin, TX 78714-0526. Closing date: June 29, 1990. ACC is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN, SOCIAL SCIENCE SPECIALTY. The Z. Smith Reynolds Library at Wake Forest University seeks a highly motivated librarian to perform a full range of reference services in a general reference department including online and end-user database searching, bibliographic instruction, collection development, and creation of specialized social sciences reference aids. Evening and weekend work required. Minimum qualifications: ALA-accredited MLS. Good interpersonal skills and a commitment to service. Appropriate undergraduate coursework. Desired: Relevant library work experience including online searching. Advanced degree in economics, social science, or statistics. Entry level appointment possible. The successful candidate will be able to participate in the automation of the Reynolds Library and the expansion and relocation of the Reference Department to a building addition underway. Wake Forest University, located in the thriving Piedmont Triad of North Carolina, has a collection of over one million volumes for a student population of 4,500, and is a liberal arts university with doctoral programs and strong professional schools. Salary range: From low 20s commensurate with qualifications and experience. Position available July 1, 1990. Applications received by June 20 will receive first consideration. Send letter of application and resume to: Director, Z. Smith Rey-

nolds Library, **Wake Forest University**, Winston-Salem, NC 27109-7777. AA-EOE.

SCIENCE CATALOGER (new position). The University of California, Irvine, one of the fastest growing campus in the UC system, has an opening in the Catalog Department. Reporting to the Catalog Department Head, responsible for cataloging materials in books format for the science collections, including the medical sciences, supervising the sciences section, and advising catalogers of materials in other formats on classification and subject headings as necessary. Requirements include: an ALA-accredited MLS degree; reading knowledge of a foreign language, preferably German; knowledge of LC and NLM classification systems and subject headings, AACR2 and MARC format; 3+ years recent experience as a cataloger of science materials in an academic, medical or research library; proven supervisory skills; familiarity with an automated library system, such as OCLC; excellent communication skills and the ability to work successfully with all elements of a diverse academic community. A science degree and local automation system and microcomputer application experience are highly desirable. Appointment will be at the Assistant to Associate Librarian, Step V, rank with a salary range of \$31,668-\$41,976, commensurate with qualifications and experience. We offer a generous benefits package, equal to approximately 40% of the salary, and an excellent retirement system. Applications received by July 1, 1990, will receive first consideration, but applications will be accepted until the position is filled. To apply: send application letter with 1) a complete statement of qualifications; 2) resume of education and relevant experience; and 3) the names, addresses, and telephone numbers of 3 references. Address letters to: Anne Rimmer, Library Personnel Office, **University of California, Irvine**, P.O. Box 19557, Irvine, CA 92713; (714) 856-7115; fax (714) 725-2472. UCI is an affirmative action, equal opportunity employer actively seeking minority applicants.

TECHNICAL SERVICES LIBRARIAN, Williams College Library. Under the general supervision of the Head of Technical Services to participate in the acquisitions and cataloging operations of the College Library. Performs original cataloging of monographs, music scores, and non-book materials. Does authority work, both subject and name. Oversees retrospective conversion and reclassification projects. Performs online catalog maintenance. Does complex bibliographic searching for acquisitions. Participates in formulating technical services policies and procedures. Trains and supervises technical assistants and student workers. Performs other professional assignments as required. Qualifications: MLS degree from an accredited ALA Library School. Knowledge of OCLC, LC classification, subject headings, and online catalog. Ability to work with foreign language materials. Salary from \$23,500 depending upon experience. Send resume and names of three references by June 30, 1990, to: James Cubit, Assistant College Librarian, **Williams College**, Williamstown, MA 01267. An EO/AA employer.

USER EDUCATION COORDINATOR, University of Georgia Libraries. Duties and responsibilities: Through creativity and flexibility, the User Education Coordinator provides dynamic leadership for all staff participating in user education activities. The Coordinator is responsible for coordinating the Main Library's user education program and for direct supervision of the bibliographic instruction and orientation activities conducted by the Reference Department at the Main Library. The Coordinator serves as liaison to the other library units who engage in instructional activities. The user education program provides instruction for the following categories of users: freshmen, other undergraduates, graduate and professional students, faculty, teaching assistants, university staff, library staff, and outside groups. The types of instruction offered include, but are not limited to tours, introductory sessions on basic library skills, specialized subject lectures, faculty and teaching assistant seminars, presentations on special services and/or sources, workshops, and self-guided instructional aids. Instructional staff includes members of the Reference Department and other Library units. The Coordinator also serves as a general reference librarian with responsibility for assisting students, faculty, staff and others in making effective use of library resources. To achieve this goal, reference librarians provide general reference, instructional, and referral services in the social sciences and humanities, conduct library instruction through general tours and specialized presentations, prepare bibliographies and guides, perform computerized database searches, and provide consulta-

tive support for patrons using end-user computer systems (i.e. OPAC and CD-ROM products, etc.). The Coordinator demonstrates commitment to and participates in the innovative application of technology in reference work. In addition, each reference librarian participates in developing the reference collection through selection and weeding. The Reference Department is composed of eleven librarians and four support staff. The Coordinator reports to the Head of the Reference Department. Qualifications: ALA-accredited MLS; Broad user education experience; Creativity and flexibility in planning and implementing user education programs; Two years of professional reference experience, preferably in an academic or research library; Knowledge of reference sources; Knowledge of instructional technology and technology-based ref-

erence systems; Experience in online database searching; Commitment to information literacy; Demonstrated outstanding oral and written communication skills; Ability to establish and maintain effective working relationships with staff, patrons, and the university community; Working knowledge of at least one foreign language desired. Salary Minimum: \$25,000. Standard benefits package includes life, health, and disability insurance and mandatory participation in the state retirement system, 21 days of annual leave, and 12 paid holidays. Application procedure: Send letter of application and resume addressing all of the qualifications along with the names of three references postmarked no later than July 16, 1990, to: Florence E. King, Personnel Librarian, University of Georgia Libraries, **The University of Georgia**, Athens, GA 30602.

LATE JOB LISTINGS

ARCHIVES. Sul Ross State University is seeking an experienced professional to serve as the Director of the Archives of the Big Bend. The archives contain 9,000 volumes of printed books most relating to Texas and the southwest, 2071 linear feet of manuscripts relating to the settlement and development of the Big Bend area, and the university's archives. Responsible for evaluation, planning and development of policies and procedures for the Archives of the Big Bend in the context of academic and administrative needs of Sul Ross State University. Duties include acquisition, technical processing, the provision of manuscripts, regional history and university archives, and other materials of the department of special collections located in the Bryan Wildenthal Memorial Library. Supervise one full-time paraprofessional and two part-time assistants. Participate in planning information services for the learning resources division and in collection development, bibliographic instruction, and the delivery of library information services. Report to the Director of the Learning Resources Division of SRSU. Requirements: ALA-accredited MLS. Formal training in archival records management or two years experience in successful processing and cataloging of manuscript, archival or rare book collections. Preferred: BA or MA in American History. Experience with MARC AMC, automated library procedures and services, current trends in bibliographic instruction, reference services, and collection development. Interest in U.S. and Mexican History, particularly the history of Texas and the southwest. Salary commensurate with successful candidate's experience and education, \$22,452 minimum. Comprehensive benefits package. Send letter of application, resume, and the names of at least three references to: Director of Personnel, **Sul Ross State University**, Box C-13, Alpine, TX 79832. (915) 837-8058. Review of applications will begin on July 15, 1990 and continue until the position is filled. An Equal Opportunity, Affirmative Action Employer.

ARCHIVIST, HEAD OF SPECIAL COLLECTIONS. The Archivist, Head of Special Collections is responsible for the management and operation of a full service special collections department This individual manages, provides leadership, and, with other staff, carries out the department's planning, personnel and budget activities; collection development; bibliographic control, automation; security; preservation; reference and public services, exhibitions, publications, public relations, and grant preparation. Position reports to the Associate Director of the Library. Qualifications: Required: Graduate library degree from an ALA-accredited program. Broad academic background; progressively responsible experience working in special collections; skills in organizational leadership, supervision, interpersonal relations and budgeting; thorough knowledge of bibliographic description and control as applied to archival materials; demonstrated skills in oral and written communication and understanding of the aims of scholarship and the needs of scholars; familiarity with the principles and methods of conserving and preserving library materials. Preferred: Second graduate degree in a subject area; experience in library automation in special collections; experience with the organization and

care of historical photographs, evidence of scholarly research and publication; reading knowledge of French. Salary: \$25,000 per fiscal year minimum, dependent on experience and qualifications. Twelve month administrative position. Deadline: July 1, 1990 or until position is filled. Preliminary interviews will be conducted at ALA. Send letter of application, resume and the names and telephone numbers of three references to: Dr. Sharon Goad, Library Director, Ellender Memorial Library, **Nicholls State University**, P.O. Box 2028, Thibodaux, Louisiana 70301. Nicholls State University is an affirmative action, equal opportunity employer. Women and ethnic minorities are encouraged to apply.

ASSISTANT UNIVERSITY LIBRARIAN FOR HUMANITIES AND SOCIAL SCIENCES. The University of California, Irvine, is seeking qualified candidates for a senior administrative position. Reports to the University Librarian and is responsible for public services in the Division of Library that serves the Schools of Humanities, Social Sciences, Fine Arts, Graduate School of Management and Program of Social Ecology; planning, organizing and managing the Division's work and coordinating the Division's activities with other Library units. The Division encompasses the public service departments housed in the Main Library—1) Circulation, 2) Government Publications and Microforms, 3) Reference, and 4) Special Collections. Specific duties include: developing and coordinating public services in the Main Library; working cooperatively to establish policies that affect other Divisions such as Collections and Technical Services; planning and budgeting allocated resources; alternating with the AUL for the Sciences; serves as public service representative at University-wide meetings. Requirements include: an ALA-accredited MLS degree; extensive academic library experience, demonstrated administrative skills and knowledge in planning, organizing and setting priorities; commitment to a consultative/participative managerial style with demonstrated ability to work effectively with people at all levels; successful management experience with special attention to personnel concerns, preferably including those in a collective bargaining environment; ability to provide creative leadership in dynamic and rapidly changing circumstances; commitment to active programs in bibliographic instruction and to the overall goal of public services; excellent oral and written communication skills; and the ability to work effectively, independently and cooperatively with all elements of a culturally diverse academic community; basic computer literacy; evidence of university service, research and/or participation in professional associations. Advanced academic training beyond the Baccalaureate level is highly desirable. Appointment will be at Assistant University Librarian rank with a salary rank with a salary range of \$46,200-\$73,400 to be commensurate with qualifications and experience; generous benefits package, equal to approximately 40% of the salary; excellent retirement system. Applications received by July 15, 1990, will receive first consideration, but applications will continue to be accepted until the position is filled. To apply: send application letter with 1) a complete statement of qualifications; 2) resume of education and relevant experience; and 3) names, addresses, and telephone numbers of three references. Letters should be addressed to: Anne Rimmer, Library Personnel Office, **University of California, Irvine**, P.O. Box 19557, Irvine, CA 92713; (714) 856-7115; fax, (714) 725-2472. UCI is an affirmative action, equal opportunity employer actively seeking minority applicants.

AUDIOVISUAL CATALOGER (new position). The Library at the University of California, Irvine, is seeking an Audiovisual Cataloger to join our Catalog Department. Responsibilities: catalog audiovisual monographic materials for the Main Library and its branches, supervise the audiovisual section, and coordinate work with other library units handling audiovisual media. To qualify, you must have an ALA-accredited MLS degree; ability to read at least one Western European language; knowledge of LC classification system and subject headings and AACR2 and

MARC formats; 2 years recent experience as a cataloger in an academic or research library; proven supervisory skills; familiarity with an automated library system, such as OCLC; excellent communications skills and the ability to work effectively with a diverse academic community in a changing work environment. Knowledge of NLM classification and subject headings and one year of experience cataloging audiovisual materials in an academic library is highly desirable. Salary range, \$30,144-\$39,276, commensurate with qualifications and experience. Appointment will be at the Assistant to Associate Librarian Step V rank. We offer a generous benefits package, equal to approximately 40% of the salary, and an excellent retirement system. Applications received by July 1, 1990, will receive first consideration, but applications will be accepted until the position is filled. To apply: send application letter with 1) a complete statement of qualifications; 2) resume of education and relevant experience; and 3) the names, addresses, and telephone numbers of 3 references. Address letters to: Anne Rimmer, Library Personnel Office, **University of California, Irvine**, P.O. Box 19557, Irvine, CA 92713; (714) 856-7115; fax, (714) 725-2472. UCI is an affirmative action, equal opportunity employer actively seeking minority applicants.

BIBLIOGRAPHIC INSTRUCTION AND REFERENCE LIBRARIAN, University of Cincinnati. Required qualifications: MLS from ALA-accredited program; two years of professional experience in an academic library; a minimum of two years experience in library instruction and use programs; ability to communicate clearly, both orally and in writing. Preferred qualifications: collection development experience; reading knowledge of one modern European language; experience in using micro-computers. \$25,000-\$29,000. Send the following information: a cover letter with complete statement of qualifications for this position; a resume of education and experience; and the names, addresses and telephone numbers of three references. Send to: Mark Weber, Assistant University Librarian for Personnel, 640 Langsam Library, **University of Cincinnati**, Cincinnati, OH 45221-0033. Deadline: 8/10/90. AA/EEO.

BIBLIOGRAPHIC INSTRUCTOR FOR SCIENCE/TECHNOLOGY. As a member of the Bibliographic Instruction Department, is responsible for instruction (undergraduate and graduate) and collection development in the sciences and technology. General reference assistance and database searching are part of the position. In the past academic year over 10,000 students were taught by the Department. The Bibliographic Instruction Department plays an active role in curriculum development across campus. William S. Carlson Library is the central research facility of The University of Toledo, a state university of 24,000 students offering associate, bachelor, professional, and doctoral degrees in eight colleges. The attractive main campus is located in one of Toledo's finest residential sections and is an integral part of the civic, cultural and commercial life of the city. Toledo is undergoing a revitalization of its downtown and waterfront area to complement its noted Museum of Art, Symphony, Zoo, and Metropolitan Park System. Its location provides outstanding recreational opportunities on Lake Erie and easy access to Ann Arbor, Detroit, Columbus, and other cities throughout the midwest. Qualifications: ALA-accredited MLS, undergraduate degree in science or engineering preferred. Advanced coursework in science or engineering preferred; library experience, and teaching experience desirable. Salary \$25,000-\$30,000 depending upon experience and qualifications. This is a faculty status, 12-month, tenure-track position with liberal fringe benefits. Applications will be accepted until the position is filled. Position available July 1, 1990. Send letter of application, resume, and the names of at least three references to: Gloria Freimer, Chair, Search Committee, Carlson Library, **The University of Toledo**, Toledo, OH 43606. The University of Toledo is an Equal Opportunity, Affirmative Action Employer.

EAST ASIAN CATALOGER. Under direction of Head of Cataloging, responsible for original cataloging of monographs in Chinese, Japanese, and Korean using *Anglo-American Cataloging Rules*, 2nd edition revised, and Library of Congress classification and subject headings; oversees library's OCLC/CJK operations and inclusion of East Asian materials in local online catalog; responsible for training and supervision of support staff (1 FTE) and student assistants. Required: MLS from ALA-accredited library school; working knowledge of Chinese and Japanese with specialization in one; ability to communicate effectively orally and in writing in English; practical and theoretical knowledge of *Anglo-American Cataloging Rules*, 2nd edition revised, Library of Congress subject headings and classification, current developments in cataloging; ability to deal with materials on a variety of subjects, solve problems, work with great attention to detail; ability to work well independently and with wide variety of people, and to meet responsibilities of tenure-track position. Preferred: working knowledge of Korean; experience with OCLC/CJK subsystem or other bibliographic utility; academic concentration on East Asian studies; previous supervisory experience. Salary dependent upon qualifications and experience. Minimum: Assistant Librarian, \$24,500; Associate Librarian, \$29,768; Librarian, \$36,383. Conditions and Benefits: Librarians hold tenure track appointments within a system of ranks analogous to and modeled on those of the teaching faculty. They participate in a system of faculty governance which includes the Bloomington Library Faculty Council and University Library Faculty Council. Within the University they are eligible for election to campus and university Faculty Councils and serve on university committees and task forces. They are eligible for sabbatical and other research leaves. Benefits include Blue Cross/Blue Shield, Major Medical insurance, TIAA/CREF retirement/annuity plan, group life insurance and liberal vacation and sick leave. To apply send letter of application stating qualifications and background relevant to this specific position with resume, and names and addresses of *four* references to the Search and Screen Committee in care of Marilyn Shaver, Personnel Officer, **Indiana University Libraries**, Main Library C-201, Bloomington, IN 47405; (812) 855-8196. Available date: August 1, 1990. Closing date for applications: No earlier than July 9, 1990. EEO/AAE.

HEAD, DOCUMENTS, MICROFORMS, AND MEDIA DEPARTMENT. Reporting to the Assistant Director for Public Services, the Head, Documents, Microforms and Media is a major administrative position in a service-directed environment. Responsibility for organization, staffing, budgeting and operation of three units: Microforms Center, Media Center, and Documents Processing Unit, each headed by a paraprofessional staff member. The Microforms Center supports a closed-stack collection of 2.2 million microforms, including journal and newspaper backfiles, government publications, ERIC documents, company reports, technical reports, and research collections. The Media Center provides service through individual, custom-built carrels and group listening rooms for a closed-stack collection of 12,000 non-print items focusing on course-related materials. The Microforms and Media Centers operate in attractive facilities, custom designed for their formats. The Documents Processing Unit is responsible for technical processing and maintenance of state, federal, and international publications. The library is a selective (75%) federal depository, a full depository for State of Iowa publications, and collects international and other state documents. The Department is composed of nine support staff and 10 FTE student assistants. As a department head, this individual will participate in the administration of the Public Services Division and will serve on the Dean's Council. Required: ALA-accredited MLS; minimum of three years relevant professional experience in an academic library; public service experience in at least one of the following areas: government publications, microforms, media; effective public service management skills; demonstrated ability to supervise and direct the work of staff including conceptualization, planning and implementation skills; effective communication and inter-

personal skills with staff and the public; understanding of and commitment to library automation; ability to view issues from a broad library-wide perspective; understanding and commitment to equal opportunity and affirmative action; ability to meet promotion and tenure standards. Preferred: Experience in more than one of the three functional areas; experience in reference services; experience with equipment procurement. Salary and benefits: \$33,000 minimum. Competitive benefits. Iowa State offers a positive environment for career growth and challenge. Situated on a beautiful campus, the recently remodeled and expanded Library actively serves a campus of over 25,000 students and supports nationally recognized collections in excess of 1.7 million volumes, 2 million microforms and 21,000 current serial subscriptions. A fully integrated Library system (NOTIS) is in the first phases of installation. The Library is a member of ARL, CRL, BCR, and OCLC. Ames is a community of 50,000 located 35 miles from Des Moines, the state capital. The city supports quality schools and outstanding cultural attractions and was recently recognized as one of the top ten areas of its size in the country. Application: Review of applications will begin July 6, 1990, and will continue until an adequate pool is developed. Submit letter, resume and the names, addresses and telephone numbers of three references to: William K. Black, Assistant Director for Administrative Services and Personnel, 302 Parks Library, **Iowa State University**, Ames, IA 50011-2140. Iowa State University has a strong commitment to equal opportunity and affirmative action. members of protected classes are especially encouraged to apply. Iowa State University is an Equal Opportunity, Affirmative Action Employer.

HEAD OF PUBLIC SERVICES, Regis College, Denver. Administers a proactive, expanding department. Develops policies, procedures, and evaluation instruments. Participates in reference and BI rotations Serves as bibliographer in several subject areas. Qualifications: minimum of three years in an academic library. Experience in creating and implementing new public service programs. Skill in and love of teaching both undergraduates and working adults. MLS required. A second masters or doctorate desirable. Candidates must show evidence of scholarly/professional contributions through publications and/or professional society leadership and have reputations for imaginative thinking and planning. Solid supervisory and communication skills essential. Regis College is a Jesuit liberal arts college committed to value-centered education. The libraries serve over 6,500 students on seven campuses and teaching sites. The libraries are automated (CARL systems) and linked to the major academic libraries of Colorado. Planning for the renovation of the main library is well advanced. Salary range: \$28,000-\$38,000. Excellent benefits. Submit letter of app. current res. and 3 references (incl. phone) to: Mary Rogers, Dayton Memorial Library, Regis College, W. 50th & Lowell Blvd., Denver, CO 80221. Available July 1.

HEAD OF REFERENCE SERVICES (search reopened). Manages the human and material resources essential to the provision of traditional and technological reference and research services in the social sciences, humanities, fine arts, business and education, serving a leadership roll and fostering a collegial, synergistic environment conducive to the successful development of personnel and programs. Salary: \$38,000 and up, dependent on qualifications and experience. Required: ALA-MLS; effective communication and interpersonal skills; professional library experience, including reference service and collection development; academic or research library experience; administrative experience, including the supervision of librarians; demonstrated aptitude for planning, budgeting, and managing human and material resources; knowledge of and experience with current library technology; strong leadership potential; record of professional achievement sufficient to meet ASU criteria for appointment as Associate Librarian or Librarian. Preferred: Substantial professional experience (five years or

more) in a large academic or research library; strong background in the social sciences and/or humanities. Deadline: July 15, 1990. Send letter, resume and names, addresses and phone numbers of four references to: Constance Corey, Associate Dean, Hayden Library, **Arizona State University**, Tempe, AZ 85287-1006. AA, EEO employer.

HEAD OF TECHNICAL SERVICES AND SYSTEMS. Northern Michigan University is a state university of 8,000 students and 900 employees serving Michigan's Upper Peninsula and located on the shore of Lake Superior. Olson Library contains over 450,000 volumes, subscribes to over 2,900 serials, and houses both A-V and depository documents collections. The Head of Technical Services and Systems will administer the technical services of Olson Library, which includes responsibility for planning and supervision of the activities and staff of Cataloging and Acquisitions, and for coordination of automated library systems. Qualifications: Master's degree from an ALA-accredited library school; ability to coordinate and administer Acquisitions and Cataloging; 3 to 5 years academic library experience with significant experience in one major area of technical services; demonstrated skills in planning; experience with automated library systems, preferably NOTIS, and a major bibliographic utility; work effectively with faculty, students, colleagues; effective oral and written communication skills; a second master's degree in a subject area desirable. Salary: \$28,674 to \$35,000. Faculty status, tenure track. Submit nominations or letter of application with resume, three letters of recommendation, and copies of credentials and transcripts to: Director's Office, Olson Library, **Northern Michigan University**, Marquette, MI 49855-5376. Applications review will begin after: July 15, 1990. Starting date: September 1, 1990. An AA/EO employer.

MONOGRAPHIC SCIENCE CATALOGER. Original cataloging in the sciences and technology, and OCLC-member copy cataloging in all disciplines of monographic materials using AACR2 and other national standards. Additional responsibilities as assigned. Participate in the development of departmental policies and procedures. Required: ALA-accredited MLS; cataloging experience in an academic or research institution which has included use of LC classification system and subject headings; application of AACR2 and MARC tagging via a bibliographic utility; reading knowledge of a modern European language; ability to catalog science and technology materials; ability to work in a changing environment; ability to meet promotion and tenure requirements. Preferred: OCLC experience in cataloging; science or technology background; reading knowledge of Russian or Spanish. Salary and Benefits: \$24,000 minimum. Competitive benefits. Iowa State offers a positive environment for career growth and challenge. Situated on a beautiful campus, the recently remodeled and expanded Library actively serves a campus of over 25,000 students and supports nationally recognized collections in excess of 1.7 million volumes, 2 million microforms and 21,000 current serial subscriptions. A fully integrated Library system (NOTIS) is in the first phases of installation. The Library is a member of ARL, CRL, BCR, and OCLC. Ames is a community of 50,000 located 35 miles from Des Moines, the state capital. The city supports quality schools and outstanding cultural attractions and was recently recognized as one of the top ten areas of its size in the country. Application: Review of applications will begin July 16, 1990, and will continue until an adequate pool is developed. Submit letter, resume and the names, addresses and telephone numbers of three references to: William K. Black, Assistant Director for Administrative Services and Personnel, 302 Parks Library, **Iowa State University**, Ames, IA 50011-2140. Iowa State University has a strong commitment to equal opportunity and affirmative action. members of protected classes are especially encouraged to apply. Iowa State University is an Equal Opportunity, Affirmative Action Employer.

PERSONAL INFORMATION MANAGEMENT SPECIALIST FOR CLINICAL SCIENTISTS. The William H. Welch Medical Library, The Johns Hopkins University, is offering a challenging position as a Personal Information Management Specialist for Clinical Scientists. Primary responsibilities include consulting with individuals and departments to assess information needs, recommend appropriate solutions, and evaluate impact; and coordinating instruction for faculty, researchers, and staff in the clinical sciences. The position plays an active role in an exciting and changing information environment. The Librarian is a member of the Education Program under the supervision of the Manager of Library Instruction. The Welch Library is in the forefront of the application of electronic technologies to the management and delivery of health care information and biomedical research information. The Library is highly automated, using networks and heterogeneous computing systems to support an online catalog, bibliographic databases, and electronic service delivery. The position requires a master's degree in library science, and experience with library instruction, online bibliographic databases, automated library systems, and IBM and Macintosh microcomputers. Excellent oral and written communications skills are essential. Two years experience in a health science library and an understanding of the information needs of researchers and clinicians is desirable. The Library offers a competitive salary and outstanding benefits package. Qualified applicants should submit an application letter, curriculum vitae and names of three references to: Paulette Hynson, Employment Manager, The **Johns Hopkins University**, School of Medicine Employment Office, 1830 E. Monument St., Room 2-106, Baltimore, MD 21205. EOE M/F/H.

PROCESSING SERVICES DEPARTMENT HEAD, Sterling Memorial Library, Yale University. Minimum rank: Librarian III. Search reopened. Responsibilities: Provides leadership and direction to the team leaders; advocates and facilitates the self-management process; ensures inter-team and inter-departmental coordination and cooperation; promotes team development and individual staff development; defines and articulates departmental goals and objectives and works with the team leaders to assure that team objectives promote the achievement of departmental objectives; assures that teams have the necessary resources to meet their objectives. Represents the needs and contributions of the department to the library system. Qualifications: MLS from an ALA-accredited library school. Knowledge of large research library technical services operations and issues. At least five years of progressively responsible professional experience in libraries, preferably academic or research libraries. Demonstrated leadership ability and managerial skills. Strong commitment to the principles of self-management and staff development. Excellent interpersonal skills, including both written and oral communication skills. Analytical and problem-solving skills. Ability to work effectively in a changing environment and with a diverse staff. Strong service orientation. Application deadline: July 2, 1990; applications will be accepted until the position is filled. Salary and rank dependent upon qualifications and experience; from a minimum of \$32,750. Please send letter of application, resume, and the names of three references to: Diane Y. Turner, Acting Head, Library Personnel Services, **Yale University Library**, P.O. Box 1603A Yale Station, New Haven, CT 06520. EEO/AA.

PUBLIC SERVICES/MANUSCRIPTS LIBRARIAN (reopened search). The George Washington University announces that the search for Public Services/Manuscripts Librarian in the Special Collections Department has been reopened. Appointment Salary Minimum: \$24,000. Position Description: Opportunity to promote access to collections documenting the local history of the nation's capital. Develop strategies for building collections and providing access using automated technologies. Responsibilities: Coordinate department public services operation; promote collection use. Plan and supervise the processing of corporate and personal papers. Assess and manage growing collections of manuscripts and records; estab-

lish bibliographic control of collections in an online environment. Maintain and develop local history research resource database, *Collections: DC*. Qualifications Required: MLS from an ALA-accredited program. Archival administration coursework; pre- or post-MLS archival experience, including assessment and processing of corporate or personal papers. Knowledge of archival principals and established practices. Experience with microcomputer applications for manuscripts processing and with producing collection finding aids. Excellent written and oral communication skills. Deadline for application: For full consideration, please respond by June 30, 1990. The search will remain open until the position is filled. Please send current resume and names, addresses, and phone numbers of three references to: Andrea Stewart, Executive Associate, The Melvin Gelman Library, The **George Washington University**, 2130 H Street, N.W., Room 201, Washington, DC 20052. The George Washington University is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN. Lawrence University invites applications for the position of reference librarian. Located in Appleton, Wisconsin, Lawrence is a liberal arts college committed to excellence in undergraduate education. The library staff includes five professional librarians, two of whom serve in reference. Candidates should bring an appreciation for and commitment to undergraduate liberal arts education. The MLS is required. Some familiarity with library automation is necessary. A liberal arts undergraduate degree and an additional graduate degree are desirable. We are especially interested in applications from those with solid experience in reference work, and with the ability to provide leadership in bibliographic instruction. Position open as early as July 1, and no later than September 1. Salary from \$24,000, depending on qualifications. Send a letter of application, resume, and the names, addresses, and phone numbers of three references to: Dennis Ribbens, Library Director, **Lawrence University**, P.O. Box 599, Appleton, WI 54912. Minorities are urged to apply. Lawrence University promotes equal employment opportunity for all.

REFERENCE LIBRARIAN AND BIBLIOGRAPHER FOR ENGLISH LITERATURE AND LANGUAGE. University of Cincinnati. Required qualifications: MLS from ALA-accredited program; M.A. in English or relevant combination of education and experience; ability to communicate clearly, both orally and in writing. Preferred qualifications: professional experience in an academic library, preferably in reference or collection development and management; reading knowledge of one modern European language; collection development experience. \$24,000-\$28,000. Send the following information: a cover letter with complete statement of qualifications for this position; a resume of education and experience; and the names, addresses and telephone numbers of three references. Send to: Mark Weber, Assistant University Librarian for Personnel, 640 Langsam Library, **University of Cincinnati**, Cincinnati, OH 45221-0033. Deadline: 8/10/90. AA/EEO.

SOCIAL SCIENCES REFERENCE LIBRARIAN, BIBLIOGRAPHER. Responsible for the Library's collection development in Political Science, Hotel and Restaurant Management, and related social sciences disciplines. Provides service at information desk, including some weekend and evening hours. Participates in an active program of library instruction and computerized database searching in the disciplines of selection responsibility. Requires an ALA-accredited MLS. Excellent communication skills and strong service orientation essential. \$20,500 minimum salary depending on qualifications. Excellent benefits package including choice of retirement programs. The University of Houston Libraries holdings exceed 1.6 million volumes, with a materials budget of \$2.2 million, and a total staff of 175. The Library is a member of ARL. Review of applications will begin immediately and continue until the position is filled. Send letter of application, names of 3 references,

and resume to: Dana Rooks, Assistant Director for Administration, **University of Houston Libraries**, Houston, TX 77204-2091. Equal Opportunity Employer.

SYSTEMS IMPLEMENTATION LIBRARIAN, Michael Orradre Library, Santa Clara University. Responsible for participating in final contract negotiations with vendor selected for integrated library automation system and coordinating the implementation of the new system. Will work closely with vendor, staffs of both University and Law libraries, and appropriate computer center staff. Typical duties will include the following: work with operational units on system tables, file conversion, tape load, etc.; coordinate training programs; disseminate information and maintain communication during planning and implementation of system. Qualified candidates must have an MLS or equivalent degree from an ALA-accredited program and at least 5 years of professional experience. A minimum of 2 years experience is required in a position involving substantial responsibility for automated library systems. Broad-based knowledge of academic library operations and services, demonstrated analytical, planning and organizational skills are required. Previous project management experience is strongly preferred. Previous experience with the implementation of an integrated library system is highly desirable. Project-based position, funded for approximately two years, depending upon date of hire. Non-career track appointment at the rank of Associate Librarian is expected. 1990/91 salary range, \$32,281-\$48,422. Apply by July 15, 1990, to: Elizabeth M. Salzer, University Librarian, **Santa Clara University**, Santa Clara, CA 95053. Santa Clara is an AA/EO employer.

SYSTEMS LIBRARIAN. The Frederick L. Ehrman Medical Library of New York University Medical Center is seeking a Systems Librarian to direct and manage the implementation of its integrated library system. In addition, the Systems Librarian will participate in planning for an expanded information system involving local applications of library operational, academic, and research databases. The NYU Medical Center has selected Innovative Interfaces, Inc. as its library system. It will run on DEC equipment in a UNIX environment. The Systems Librarian will supervise 1 FTE technical assistant, and report to the Director. The position requires an MLS from an accredited library school, and at least five years of professional experience, involving online public access catalogs, or the use of integrated library systems. Knowledge of micro computing, programming or computer networking is highly desirable. Excellent organizational and communication skills are necessary. Salary is negotiable from \$33,000. New York University Medical Center is one of the nation's leading biomedical research, patient care, and medical education. It is located along Manhattan's East River between 30th and 34th streets. The library has 160,000 volumes and a staff of 30 FTE. It is in the process of purchasing an integrated library system and expanding its service programs, particularly in support of undergraduate medical education. New York University Medical Center is an equal opportunity employer and seeks applications from all qualified applicants. Applications received by July 1 will be given priority consideration. Please send resumes to: Karen Brewer, Director, **Frederick L. Ehrman Medical Library**, 550 First Avenue, New York, NY 10016.

SYSTEMS LIBRARIAN. A 12-month faculty appointment. Primarily responsible for continuing implementation, management and maintenance of keyNOTIS (turn-key integrated library system), CD-ROMs and Commercial online databases. Requirements include ALA-MLS, with an additional graduate degree preferred; minimum of 3 years academic library experience; thorough knowledge of integrated library systems and expertise in online database searching using DIALOG or BRS. Salary range between \$28,000 and \$32,000. Messiah College is a Christian College in the Anabaptist and Evangelical traditions. Send letter of inquiry with vita to: Jonathan Lauer, director, Murray Learning Resources Center, **Messiah College**, Grantham, PA 17027. EEO/AA.

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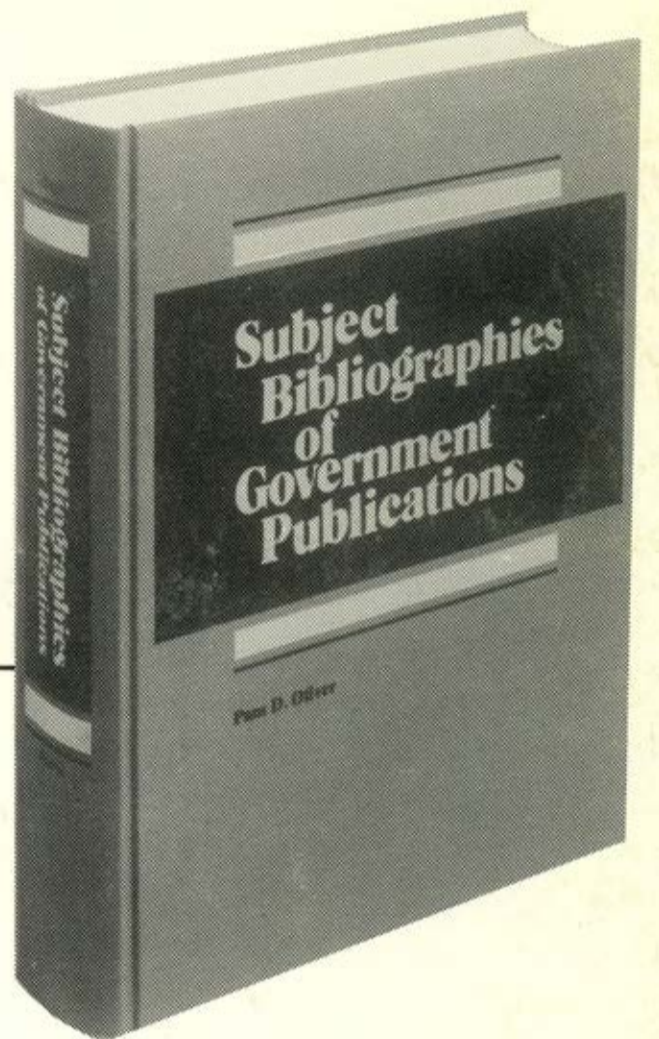
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