

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

**Rates:** Classified advertisements are \$9.75 per line for institutions that are ACRL members, \$11.85 for others. Late job notices are \$22.70 per line for institutions that are ACRL members, \$27.50 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$450 to \$840 based upon size. Please call for sizes and rates. Or see our Web site: <http://www.ala.org/acrl/advert2.html>.

**Guidelines:** For ads that list an application deadline, we suggest that date be no sooner than the 20th day of the month in which the notice appears (e.g., October 20 for the October issue). All job announcements should include a salary range per policy of the American Library Association (ALA). Job announcements will be edited to exclude

discriminatory references. Applicants should be aware that the terms *faculty rank* and *status* vary in meaning among institutions.

**Internet:** C&RL News classified ads are accessible on the Web at <http://www.ala.org/acrl/c&rlnew2.html>. Ads will be placed approximately 2-3 weeks before the printed edition of C&RL News is published.

**Contact:** TBA, Classified Advertising Manager, C&RL News Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513; fax: (312) 280-7663 or (312) 280-2520; e-mail: [c&rlnewsads@ala.org](mailto:c&rlnewsads@ala.org).

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

## POSITIONS OPEN

**ACCESS SERVICES LIBRARIAN.** State University of New York College at Cortland is seeking an energetic, creative librarian to lead public services. Responsibilities include supervision of circulation and reserves services and coordination of outreach. Participates in reference rotations including nights and weekends; participates in the library instruction program, and serves as bibliographer to selected subject area. Required Qualifications: ALA-accredited MLS; two years' reference experience and/or reference/circulation internship; demonstrated ability to communicate effectively to groups, and a user-centered outlook of library services. Preferred Qualifications: Second master's degree, teaching experience, supervisory experience, or experience with circulation/public services. Tenure-track, 12-month faculty position, rank commensurate with experience. Salary Range: Mid-\$30s. Review of applications will begin November 8, 2000, and continue until the position is filled. Projected start date is January 2, 2001. Submit letter of application, résumé, and names, addresses, and phone numbers of three references to: Gail Wood, Director of Libraries, SUNY Cortland, P.O. Box 2000, Cortland, NY 13045. SUNY Cortland is an AA/EEO/ADA employer. We have a strong commitment to the affirmation of diversity and have interdisciplinary degree programs in the areas of multicultural studies.

**ASSISTANT DIRECTOR FOR INFORMATION AND OUTREACH SERVICES.** The William E. Laupus Health Sciences Library (HSL) of East Carolina University invites applications for the Assistant Director for Information and Outreach Services. This position is responsible for providing the overall leadership and management for the Information and Outreach Services Division, including Information Services, Outreach/EAHEC Services, Educational Services, and Access Services. Minimum salary is \$50,000, depending on experience and qualifications. Screening begins on October 23, 2000, until position is filled. Complete information is available at: <http://www.hsl.ecu.edu>. East Carolina University is an AA/EEO employer and accommodates individuals with disabilities. Applicants must comply with the Immigration Reform and Control Act.

**BIBLIOGRAPHIC INSTRUCTION COORDINATOR (Search Extended).** Develop, coordinate, teach in library instruction program with emphasis on curriculum-integrated information literacy and assessment; assist with pathfinders, Web-based resources. Provide reference assistance, participate in collection development in all formats. Required: ALA-MLS; 3-4 years' relevant experience; excellent instructional skills; demonstrated experience integrating technology with pedagogy. Subject strengths in curriculum areas, especially business and health sciences preferred. Appointment for fall 2000; position will remain open until filled. Tenure-track position, Instructor to Associate

## Salary guide

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

Connecticut	\$34,172
Delaware	\$22,500**
Illinois	\$30,096*
Indiana	varies*
Iowa	\$23,911
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$31,362*
New Jersey	\$33,785
North Carolina	\$27,641**
Ohio	\$25,198**
Pennsylvania	\$28,120*
Rhode Island	\$29,800
South Carolina	varies*
South Dakota	\$22,000
Texas	\$28,000
Vermont	\$26,464
West Virginia	\$22,000
Wisconsin	\$32,240

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

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

Professor rank with minimum salaries of \$43,000-\$53,000. Assistant-Associate Professor rank requires second master's or 30 grad credits beyond the MLS. Excellent benefits, including 44 vacation days, release time. EEO employer. Send letter of interest and curriculum vitae to: Terri Campo, Personnel Department, Long Island University, 1 University Plaza, Brooklynn, NY 11201.

**CATALOGER/MONOGRAPHIC UNIT HEAD.** The University of Arkansas Libraries seek a cataloger to supervise the Monograph

The Trinity College Library is building a new public service program designed to support its community of faculty and students in the creative use of traditional and electronic resources for teaching and scholarship. We seek colleagues who are willing to implement meaningful change through collaborative efforts. The Library has undertaken a major renovation and expansion of its facility, due for completion in the fall of 2002. We invite applications for the following positions:

**HEAD OF PUBLIC SERVICE:** The ideal candidate for this position will be a dynamic and innovative individual, conversant with trends in academic library services, scholarly communications, and the application of information technology to learning, teaching, and research. The Head of Public Services will lead the Library Public Services staff in planning, implementing, and evaluating library services to meet the high expectations of today's students and faculty and will work cooperatively with other units within the Library and College to develop a public service program that will take full advantage of the new facility. This position reports to the College Librarian and participates in the Library's senior management team, represents the Library in College and external groups as required, and supervises and evaluates 10 employees including 5 professional librarians and 5 support staff in the following departments: Access Services, Reference, Interlibrary Loan, Bibliographic Instruction, and Government Documents.

The MLS degree and a minimum of five years of increasingly responsible leadership and supervisory experience, preferably in an academic library setting; a commitment to public service; excellent communication skills; experience in the planning and evaluation of library websites and with digital library development; a collegial and creative management style; and a demonstrated ability to effect change.

**REFERENCE LIBRARIAN:** The successful candidate for this position will have a high level of energy and creativity as well as experience in exploring the full potential of electronic resources within an academic library setting. Responsibilities include participation in the full range of department activities, including Reference Desk Service using print and electronic resources, coordination of bibliographic instruction; and collection development in both print and electronic formats. This position reports to the Head of Public Services.

The MLS degree and a minimum of 2-3 years' professional experience in an academic library reference service; excellent written and communication skills; expertise in the use of online reference sources.

**MUSIC AND PERFORMING ARTS LIBRARIAN:** We seek a creative and energetic individual with a love of the performing arts combined with a commitment to academic librarianship. The successful candidate will serve as the Library liaison to the music and performing arts programs with primary responsibility for the College's Music and Media collections. The incorporation of new formats into the collection with special attention to digital technologies and access will be a high priority. The Librarian also will oversee the planned integration of the collections in the new facility to open in 2002. This position reports to the Curator of Curricular Resources Collections and supervises one full-time paraprofessional and student staff.

The MLS degree and a BA in Music or equivalent; 2-3 years' academic library experience preferably in a music library; experience with an automated library system, including cataloging; knowledge of non-print media formats and preservation issues; excellent written, communication, and organizational skills.

*Trinity College Library has a print collection of approximately 950,800 volumes, including 2400 periodical subscriptions and a Reference Collection of over 15,000 volumes. The Library also offers a wide array of online resources. Trinity Library is a member of the CTW library Consortium with Wesleyan University and Connecticut College and shares an integrated Library system with these institutions.*

\* \* \* \*

To apply, please submit a resume, cover letter stating salary requirements, and the names, titles and telephone numbers of three professional references to: **Donna D. Willson, Director of Human Resources, Trinity College, 300 Summit Street, Hartford, Connecticut 06106.** Starting salary commensurate with qualifications and experience; excellent benefits.

Trinity College is an Equal Opportunity/Affirmative Action Employer: Women and minorities are encouraged to apply. Applicants with disabilities should request any needed accommodation in order to participate in the application process.



**TRINITY COLLEGE**  
*Hartford, Connecticut*

## COLLECTION DEVELOPMENT LIBRARIAN

### Baylor University

Newly created tenure-track faculty position; assistant professor rank. Manages a unit of one paraprofessional under the supervision of the Assistant Director for Library Information Systems and Outreach Services. Working cooperatively with library faculty and staff, is responsible for all aspects of collection development for Baylor's central libraries and coordinates collection development work with the special collections.

**MINIMUM QUALIFICATIONS:** MLS or equivalent from ALA-accredited institution; second master's degree; three years' post-MLS professional experience; familiarity with current collection development philosophy and practice in academic libraries; experience in developing and building academic library collections; demonstrated leadership in facilitating collaborative problem solving and group decision making; demonstrated ability to communicate effectively with people at all levels, both orally and in writing; experience with university and library budgeting and accounting practices; demonstrated commitment to scholarly and professional activities. **Desired Qualifications:** Understanding of digital library technologies, issues, and trends; five years' post-MLS professional experience.

**SALARY AND BENEFITS:** \$44,400 minimum, 12-month contract. Salary will be based upon successful candidate's qualifications and experience. Competitive benefits with 20 days' annual leave. Baylor University is located in Waco, Texas, midway between Dallas/Fort Worth and Austin. Waco enjoys a low cost of living and no state or local income tax. For more information about this position, the libraries, and the University, please visit our Web site: <http://www.baylor.edu/Library>.

Send letter of application, résumé, and names, addresses, telephone numbers, and e-mail addresses of three professional references to:

**Sheila R. Slater**  
**Head, Collection Development Librarian Search Committee**  
**Baylor University**  
**P.O. Box 97151**  
**Waco, TX 76798**  
**Sheila\_Slater@baylor.edu**

Applications received by **November 30, 2000**, will receive first consideration. Position open until filled.

*Baylor University is affiliated with the Baptist General Convention of Texas. As an affirmative action, equal employment opportunity employer, Baylor encourages minorities, women, and persons with disabilities to apply.*

Copy Cataloging Unit (2 FTE technical assistants) and to perform complex copy and original cataloging. The successful applicant will report to the Head of Cataloging in a team-based department. Responsibilities include managing the monograph workflow, upgrading inadequate OCLC copy, establishing name authority records, managing nonserial barcode projects, assisting with departmental policy and procedures, and being active in other projects or duties as assigned. **Required Qualifications:** ALA-accredited MLS, knowledge of AACR2, OCLC, MARC, LCSH, and LC classification, excellent oral and written communication skills, and at least two years' professional experience in cataloging and supervision. **Preferred Qualifications:** Experience in an online environment, familiarity with Innovative Interfaces systems, and bibliographic knowledge of one (or more) non-Roman language or of one (or more) Western European language. **Minimum Beginning Salary:** \$32,000; rank commensurate with experience; faculty status; tenure track; 12-month appointment. **Benefits:** TIAA-CREF and/or Fidelity; 22 days' annual leave; tuition reduction; and other benefits. The University of Arkansas, Fayetteville, is the primary land-grant institution and research university in the state and offers a comprehensive range of undergraduate, graduate, and professional degrees. Fayetteville (population approximately 55,000) is situated in the Ozarks in one of the most rapidly growing areas of the country, offering numerous cultural and recreational opportunities associated with natural beauty and a university community. Review of applications will begin November 20, 2000. Send letter of application, résumé and names, addresses, and telephone numbers of three current references to: Carolyn Henderson Allen, Dean, University Libraries, **University of Arkansas, Fayetteville, AR 72701-1201**. The University of Arkansas is an equal opportunity, affirmative action employer.

**COLLECTION MANAGEMENT COORDINATOR.** St. Cloud State University seeks applications for a Collection Management Coordinator, Assistant Professor to begin summer 2001 in the James W. Miller Learning Resources Center. **Type of Appointment:** Tenure track, nine month plus 28 additional duty days. Salary commensurate with academic qualifications and experience. **Responsibilities:** Provide dynamic and innovative leadership of collection management for monographs, serials, electronic and nonprint materials; develop and implement the library selection and liaison program to academic programs; apply technologies and data to assess all university collections and write management reports of various types; manage budget expenditures. The coordinator will supervise ordering and processing of acquisitions and serials, be responsible for budget allocations, work with vendors, represent the library at consortial and statewide collection management initiatives. The successful candidate must be aware of current trends in publishing including electronic publishing and digital library initiatives and their impact on scholarly information-seeking behavior to redefine collection management activities. Library faculty are expected to participate in campus committees, teach undergraduate/graduate courses in the Center for Information Media, and advise students. **Qualifications and Experience:** ALA-accredited master's degree in information science, library science, or equivalent; second graduate degree preferred. Demonstrated competence with electronic resources, databases, and spreadsheets; one to two years' experience in collection management in an academic library setting along with the ability to project budgets are required. Experience with digital library development is preferred. Excellent interpersonal, oral, and written communication skills are required. Flexibility, leadership, and ability to work collaboratively are essential. The ability to teach and perform effectively, a record of scholarly achievement or research, continued preparation and study, contribution to student growth

# LIBRARIAN/INFORMATION SPECIALIST FOR THE HUMANITIES

## Bucknell University

Bucknell University is looking for an individual who can educate the campus community about information resources in the humanities, and who can provide leadership in exploring humanities-related digital library initiatives. This position offers exciting possibilities for an individual who recognizes the integral role that new technologies are playing, while also appreciating the importance of traditional resources in the liberal arts.

Subject librarians at Bucknell serve a proactive liaison role with academic departments and are highly regarded as partners in enhancing the academic mission on campus. Collaborating with computing liaisons, instructional design professionals, and others in Information Services and Resources (ISR), subject librarians strive to integrate pedagogy, technology, and library services to deliver high-quality services to the faculty and students in their areas, and to ensure ongoing two-way communication between ISR and the rest of the campus. They engage in user education, collection development, reference service, Web site creation, and other activities in support of teaching, learning, and research.

In reviewing applications, ISR is always looking for creative, proactive, and forward-thinking individuals with high standards of academic professionalism, as well as excellent interpersonal, teamwork, and communication skills.

The successful candidate for this position will also have an ALA-accredited MLS or other relevant advanced degree and experience in academic libraries, a background in the humanities, and demonstrated knowledge of and interest in trends in access to information in the humanities. The ideal candidate will be able to contribute to our vision of what a digital library should be and be able to work collaboratively to make that vision a reality.

Preference will be given to candidates with academic library experience; an advanced degree in music, classics, art, or a modern language; experience creating innovative information resources and services; and knowledge of Spanish, French, German, or Russian.

Bucknell encourages applications from women and members of minority groups (EEO/AA).

Salary is commensurate with qualifications and experience; \$36,000 minimum. Benefits include choice of health plans, TIAA-CREF, 22 days' paid vacation, and tuition benefits.

To learn more about our organization, please explore the Web site at: <http://www.isr.bucknell.edu>. Of particular interest are our vision and values, which can be found at: <http://www.isr.bucknell.edu/vision&values.html>. Additional information on this and other openings within ISR is available at <http://www.isr.bucknell.edu/openings.html>.

For maximum consideration, submit letter, résumé, and names of three references by **November 20, 2000**, to:

**Kelly Stover**  
**Information Services and Resources**  
**222 Bertrand Library**  
**Bucknell University**  
**Lewisburg, PA 17837**

E-mail attachments and Web addresses are welcome in lieu of paper documents and may be directed to: [kstover@bucknell.edu](mailto:kstover@bucknell.edu).

and development, and service to the university and community are required or promotion and tenure. The successful candidate will demonstrate ability to teach and work with persons from culturally diverse backgrounds. Application Information and Deadline: Send cover letter, vitae, transcripts copies acceptable for initial screening), and names and addresses of three references to Collection Management/Coordinator Search Committee, c/o Dean, James W. Miller Learning Resources Center, 720 4th Avenue South, St. Cloud, MN 56301-4498. Phone: (320) 255-2022; Fax: (320) 255-4778. Review of applications will begin on January 5, 2001, and continue until a suitable candidate is found. **St. Cloud State University** has a long-standing commitment to a policy of nondiscrimination in employment and educational opportunity. No person shall be discriminated against

in the terms and conditions of employment, personnel practices, or student access to and participation in program services and activities with regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, or membership or activity in a local commission as defined by law. In accordance with INS regulations, successful applicants must be legally able to accept work in the United States. This material can be made available in an alternative format. TDD/TTY: The Minnesota Relay Service, (612) 297-5353 or (800) 627-3529.

**CONSERVATION LIBRARIAN.** Preservation Department. Position Description: The Conservation Librarian is responsible for the physical care

# ETHNIC STUDIES AND MULTICULTURAL LIBRARIAN

## California State University, Sacramento

CSUS seeks a motivated and energetic Ethnic Studies and Multicultural Librarian. This entry-level, tenure-track faculty position provides substantial opportunity for professional growth and development. The position reports to the Head of Reference and works with the Coordinators for Collection Development and Library Instruction. The Reference Department includes 15 librarians and 5 library assistants.

**DESCRIPTION:** Shares responsibility for reference service to students, faculty, and the general public at the Reference Desk; serves as the subject specialist in the following academic programs: African Studies, Asian Studies, Ethnic Studies, Women's Studies, and related subjects; participates in the Library's instruction programs and provides specialized instruction in areas of subject specialty; serves as a resource with appropriate instructional faculty; and provides outreach services to minority students, faculty, and organizations on campus.

**MINIMUM QUALIFICATIONS:** MLS or equivalent degree from an ALA-accredited institution or equivalent international degree (must be completed by December 31, 2000); excellent interpersonal skills and the ability to work effectively with a diverse population of faculty, staff, students, and community members; effective oral and written communication skills; ability to work effectively as part of a team and independently; demonstrated skill in using electronic information resources; knowledge of principles and theories of collection development; demonstrated ability to provide excellent public service; demonstrated knowledge of basic computer applications; ability to teach.

**PREFERRED QUALIFICATIONS:** Degree or significant academic preparation in ethnic or multicultural area studies, or related discipline; significant library experience in working as a liaison, coordinator, or consultant in ethnic or multicultural area studies/programs; advanced degree in ethnic or multicultural area studies or related discipline; demonstrated ability to initiate, advocate, plan, and implement multicultural library services; experience developing Web pages and using presentation software; skills in analyzing and presenting information; experience working at a Reference Desk; familiarity with current trends and issues in library technology and information resources; familiarity with non-English language(s); demonstrated ability in the preparation, delivery, and assessment of effective library instruction; demonstrated skill in using electronic information resources in multicultural area studies; knowledge of principles and theories of collection development in multicultural area studies.

**CLASSIFICATION:** Probationary, 12-month, tenure-track, entry-level position at the Senior Assistant Librarian rank. Salary range: \$46,488-\$58,740. Librarians have full faculty status and excellent benefits. Library faculty must demonstrate professional competence, scholarly or creative achievement, and service to the University and community to meet university requirements for tenure and promotion.

**APPLICATION PROCEDURES:** Anticipated starting date: March 1, 2001 (starting date is negotiable). Applications received by **December 1, 2000**, will receive first consideration. Position open until filled. Send a cover letter describing interest and qualifications, a complete résumé, and the names, addresses, phone numbers, and e-mail addresses of three professional references to:

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

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

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

of a wide range of research materials in New York University's Elmer Holmes Bobst Library. He or she administers a comprehensive program to conserve materials held in general collections, special collections and archives, and performs a variety of treatments designed to stabilize and protect their condition. The Conservation Librarian's time is divided between treatments for unique and special collections materials and supervision of 3.5 FTE conservation technicians. The Conservation Librarian reports to the Head of the Preservation Department and assists in managing and planning the conservation program, including: establishing con-

servation priorities within the Library; planning and managing treatment and procedures for circulating collections, special collections, and archives materials; performing treatments primarily on special collections materials; hiring, training, and supervising two full-time conservation technicians and 3-4 student workers; assisting in development and coordination of special projects; ordering conservation supplies; maintaining and analyzing conservation statistics and treatment records; managing the Library's environmental monitoring program; participating in the Library's disaster preparedness plan; assisting in exhibits; and serving as a consult-

## TWO POSITIONS AVAILABLE

### Furman University

Furman University is seeking librarians to fill two recently created positions. Furman University is one of the nation's top-ranked liberal arts colleges, whose campus has been selected by the *Princeton Review* as one of the five most scenic university campuses in the nation. Fundraising for a \$25 million expansion and renovation of the James B. Duke Library is underway.

#### Collection Development Librarian (new position)

Furman University is seeking an innovative, experienced librarian to coordinate collection development activities and provide leadership in building library collections, both print and electronic. Duties include analysis of collections and their use, coordination of the library liaison program, management of growth of library collections through weeding projects, and assistance in administering a materials budget approaching \$1 million.

**REQUIREMENTS:** ALA-MLS, minimum five years of academic library experience with increasing professional responsibility. Three years experience in collection development preferred. Must demonstrate understanding of the role of the library in a liberal arts environment and possess excellent communication skills.

#### Science Librarian, part-time (new position)

Furman University is seeking an innovative librarian for a 25-hour-per-week position to support library instruction, reference services, and collection development in the natural sciences and serve as library liaison to science departments.

**REQUIREMENTS:** ALA-MLS, undergraduate degree in a natural science, knowledge of science resources and information technology, experience in science librarianship. Graduate degree in science preferred.

Job descriptions for both positions are available at: <http://library.furman.edu/staff/positions.htm>.

**SALARY AND BENEFITS:** Librarians have faculty status, 20 days' vacation, and an excellent benefits package. For salary range and benefits information, contact the University Personnel Office at: (864) 294-2217.

Applications for both positions will be reviewed beginning **December 1, 2000**. Submit letter of application, résumé, transcripts (copy acceptable initially), names, addresses, and phone numbers of three references to:

**John K. Payne**  
**Associate Library Director**  
**Furman University**  
**3300 Poinsett Highway**  
**Greenville, SC 29613-0600**  
**phone: (864) 294-3098**

AA/EOE/ADA

ant to NYU branch libraries. The Conservation Librarian must communicate and consult with selectors, bibliographers, and curators regarding treatments and processing of general collections and special collections materials. Qualifications: MLS from an ALA-accredited institution or equivalent conservation degree. Minimum of two years' experience in a conservation program in a research library. Extensive knowledge of current conservation principles, practices, and procedures. Experience in treatment decision making; demonstrated ability to work independently and productively in a fluid, complex organization and to communicate effectively both verbally and in writing; supervisory capabilities; strong analytic and organizational skills; ability to work with staff at all levels and with many different backgrounds. Additional experience in conservation of archival collections preferred. Portfolio of work will be required at interview. Send résumé with salary requirements to: Janet Koztowski, Director of Human Resources, **New York University**, Bobst Library, 70 Washington Square South, New York, NY 10012.

**DATA LIBRARIAN.** University Libraries of Notre Dame. Responsibilities: Seeking collegial, innovative librarian to serve as the Libraries' resource specialist for numeric data in electronic formats, which support research and course work. Works closely with the Laboratory for Social Research (LSR), the Libraries' Electronic Resources Librarian,

and subject librarians/liaisons to identify the data needs of faculty and students. Manages the Social Science Data Library located in the Laboratory for Social Research and supervises its staff. Collaborates with appropriate departments in the Libraries, as well as the Office of Information Technology (OIT), in making numeric data fully available to users. Reports to the Electronic Resources Librarian. Collaborates with the Libraries' Documents Librarian and the staff of the LSR in making government information received on deposit or otherwise acquired accessible to users and members of the community. Stays current with and shares knowledge of new technologies that will contribute to the access, creation, and use of data files. Develops proposals for technology acquisition and funding as needed. Conducts training programs for Library faculty and staff, teaching faculty, and students in the identification and effective use of social science data. Maintains active relationship with organizations such as the Association of Public Data Users, ICPSR, and Roper Center. As a member of the Library faculty, participates on Library and campus teams and engages in professional development, scholarship, and service to the profession. Qualifications: ALA-accredited graduate degree or equivalent education and experience required. Strong academic background in social sciences, with a graduate degree in a social science discipline preferred. Minimum of two years' experience in numeric data services, preferably in an

## Systems Librarian, Electronic Services

### Gwinnett Center Library

Reporting to the Director of the library, the Systems Librarian will be responsible for the management of the Gwinnett University Center Library's electronic services and operation of systems including ILS coordination, web site management, library systems management, and integration of external campus services into the library's electronic environment.

Requirements include an ALA-accredited Master's degree in Library or Information Science, a working knowledge of Windows-compatible hardware, software, operating systems, MS Access, and HTML. A working knowledge of delivery and instructional applications and experience in designing and maintaining an institutional web site are required. Salary: \$32,564+ (commensurate with education and experience). We offer excellent benefits. Starting date: ASAP. Application deadline: 11/30/00.

Applicants should reference position number #01-154 and send the following as a single packet: (1) letter of interest, (2) resume, (3) unofficial copy of graduate transcript(s), and (4) list of three professional references (names, addresses, telephone numbers) to:

Attn: Judy Chastonay, Georgia Perimeter College Human Resources, 3251 Panthersville Rd, Decatur, GA 30034. Fax: 404-244-5774.

*An AA/EOE Employer*

academic environment. Familiarity with quantitative methods of data extraction, analysis, and use. Familiarity with the management and access of numeric and traditional databases in various disciplines, such as sociology, economics, government, psychology, business, and education. Ability to plan and implement innovative user services. Excellent teaching and oral and written communication skills. Experience with government information and data required. Knowledge and ability to use Geographic Information Systems (GIS) highly desirable. The Environment: The University of Notre Dame is a national Catholic teaching and research university enriched with a diversified faculty, located in northern Indiana 90 miles from Chicago. On a highly residential campus, about 8,500 undergraduates and 1,500 graduate students pursue a broad range of studies. The University Libraries hold over 2.6 million volumes housed in the central Hesburgh Library and seven branch libraries serving the science, engineering, business, and architecture programs, with subscriptions to nearly 24,000 current serials. There are 160 staff and 45 librarians. The Libraries are also a member of the Northeast Research Libraries (NERL). For additional information, consult our Web page. Salary: Rank and salary negotiable; will be commensurate with qualifications and experience. Minimum: \$37,000. Benefits: Librarians are non-tenure track mem-

## ASSISTANT LIBRARY DIRECTOR FOR INFORMATION SERVICES

*Manhattanville College is an independent, co-educational, liberal arts college of approximately 1400 students located 28 miles north of New York City in suburban Westchester County.*

We are currently seeking an Assistant Library Director for Information Services who will be responsible for managing daily onsite operations including coordinating, training and supervising circulation, bibliographic instruction and reference staff; planning, initiating and evaluating library programs; developing procedures, promoting staff development and overseeing electronic services, library instruction, publications and interlibrary loan; assisting in the design and implementation of an automated circulation system; compiling statistical data; participating in collection development and maintenance, including weeding and inventory functions; collaborating with staff to best serve students and other members of the college community; representing the library on appropriate committees.

Current challenges and opportunities include: possible integration of a major library building expansion, including increased collection capacity, special collections, and instructional spaces; collection development; professional and support staff selection; development of programs to serve needs of faculty and students; and library advancement efforts.

Qualifications include: ALA-accredited MLS degree and a second masters degree; minimum of three years administrative and supervisory experience with increasing responsibility in an academic library; effective oral and written communication skills; demonstrated skills in organization, planning, budgeting and staff supervision, including a collegial leadership style; willingness and enthusiasm to adopt new technologies; strong commitment to diversity and service to students and others in the campus community; and understanding of issues related to library technology and knowledge of emerging trends in academic libraries. Doctorate degree and Assistant Library Director experience preferred.

Salary is commensurate with experience. Please send resume to: Director of Human Resources, Manhattanville College, 2900 Purchase Street, Purchase, NY 10577. Fax: 914-323-5322. Email: [banfieldj@mville.edu](mailto:banfieldj@mville.edu). Review of applications will begin immediately and continue until the position is filled.

*We are an equal opportunity employer actively encouraging applications from candidates with diverse backgrounds.*



bers of the faculty and earn 20 days' vacation annually. The University offers an excellent benefits package including tuition remission for dependents, TIAA-CREF. To Apply: Review will begin November 30, 2000, and continue until filled. Send a letter and resumé, including the names, addresses, and telephone numbers of three references to: Sherry Veith, Human Resources Representative, 221 Hesburgh Library, University of Notre Dame, Notre Dame, IN 46556. The University of Notre Dame is an affirmative action, equal opportunity employer. Women and minorities are encouraged to apply.

**DIGITAL AND ARCHIVAL INITIATIVES LIBRARIAN.** St. Mary's College of Maryland at Historic St. Mary's City is accepting résumés for the position of Digital and Archival Initiatives Librarian. This new position will provide opportunities for an individual with diverse skills to participate in managing initiatives that will facilitate preservation of and access to materials in traditional and/or digital formats. Minimum qualifications include the ability to produce/create information and necessary graphic assets for digital access. Relevant training and/or experience in the preservation of materials in all formats is desired. MLS or equivalent degree from an ALA-certified program required. Salary commensurate with experience and qualifications. St. Mary's College of Maryland at



THE GETTY  
RESEARCH  
INSTITUTE

## APPLICATIONS SYSTEMS SPECIALIST

### Getty Research Institute

Limited term through June, 2002  
Information Systems  
Getty Research Institute

Serves as co-chair of committee charged with the migration of the Research Library's current Innovative online cataloging system to the Voyager system. Also oversees the migration of other non-standard content repositories to ENCompass software. Work involves investigating and establishing new metadata standards and structures, conversion of existing repositories into these structures, building corresponding linkages between XML and MARC structures for indexing and display.

Bachelor's degree in a related field and master's in Information Systems and/or MLS preferred. Eight-plus years' related systems experience. Ability to bridge current library practices and technologies with new digital library initiatives, data structures, and access methodologies required. Experience with either both Innopac and Voyager platforms, and previous experience working on a large production system migration strongly preferred.

Please send cover letter, salary history, and résumé to:

**Senior Human Resources Specialist**  
Getty Research Institute  
1200 Getty Center Drive  
Los Angeles, CA 90049

No telephone calls please.

*Equal Opportunity Employer*



HARVARD  
COLLEGE  
LIBRARY

## HEAD OF TECHNICAL SERVICES IN THE HILLES AND LAMONT LIBRARIES HARVARD COLLEGE LIBRARY

Reporting to the Librarian of the Hilles and Lamont Libraries, this individual is responsible for joint operations in acquisitions, cataloging, and serials control. Work collaboratively in the development of HCL-wide policies and programs. Hire, train, and evaluate staff; supervise acquisitions; oversee cataloging; design unit workflow. Prepare and administer materials budget; oversee allocations program; develop and prepare reports; support staff in use of reporting tools; foster learning environment; inform staff on technical services issues. Participate in planning for the development of HCL and HUL technical services.

Preferred candidates will have an MLS or equivalent; social sciences and/or humanities undergraduate background preferred. Minimum of 5-6 years' professional experience in an academic library technical services with emphasis on acquisitions and/or serials management; supervisory experience; ability to work collaboratively. Experience in design and maintenance of technical services policies, procedures, workflows; mastery of reporting applications; ability to communicate technical services issues. Advanced knowledge of acquisitions and/or serials operations; working knowledge of AACR II, LC classification and subject heading systems; use of bibliographic utilities; familiarity with music materials. Working knowledge of materials processing, bindery, and preservation; budgeting, planning, project management. Must have a mature, flexible working style; abiding interest in people; enthusiasm for exercising decision-making; and leadership skills.

Harvard University offers a competitive program of benefits. Appointment salary is dependent on qualifications and experience. The review of applications will begin immediately and continue until the position is filled. Interested parties are invited to submit a letter of application addressing position qualifications with a resume and with the names, addresses, telephone and fax numbers of 3 references to: **Resume Processing Center, Harvard University, Requisition #6907, 11 Holyoke Street, Cambridge, MA 02138. Or apply on-line to [www.hr.harvard.edu/employment/jobs.html](http://www.hr.harvard.edu/employment/jobs.html).**

HARVARD UNIVERSITY UPHOLDS A COMMITMENT TO AFFIRMATIVE ACTION AND EQUAL EMPLOYMENT OPPORTUNITY.

HARVARD  UNIVERSITY





## COORDINATOR, NEW ENGLAND DIGITAL LIBRARY (NEDLI)

### NEW POSITION

NELINET, Newton, MA

**RESPONSIBILITIES:** The NEDLI Coordinator will be responsible for working with member libraries and potential development partners to:

- develop technical standards for the program, such as metadata and file formats, bandwidth and server requirements, authoring software, scanning quality, subject descriptors and thesauri, input conventions, etc.;
- develop a strategic and business plan for the program, including recommendations on funding and plans, methods for delivering technical and program support, and timetables for action;
- survey, identify, and assess potential content and existing digital library programs in New England;
- identify potential funding and business development partners, and prepare grant and other funding applications to agencies, foundations, etc.;
- conduct user and staff education training sessions;
- oversee the daily operation of the program.

**SALARY:** Very competitive. Position is funded for two years with continuation thereafter dependent upon funding through grants and service fees.

**QUALIFICATIONS:** Preferred: Master's degree in an appropriate discipline; hands-on experience with Web and digital library-related technologies; grantwriting experience; knowledge of metadata practices and associated technologies (XML, RDF); competency in database design; understanding of general network architecture; knowledge of metadata formats and database design; knowledge of current digital library initiatives; strong presentation, interpersonal, and communication skills; ability to work well as a team player; high-energy, self-directed individual; demonstrated initiative, creativity, strong service orientation; ability to work collaboratively with a highly motivated staff in a constantly evolving organizational and technical environment; and ability to organize details, meet deadlines and follow through on multiple projects.

**ENVIRONMENT:** As a dynamic member-based nonprofit network, NELINET provides consulting, training, and other support services to over 660 academic, public, and special member libraries throughout New England. We are currently developing an ambitious new series of programs and services to help our member libraries create a robust future within the knowledge management world. NELINET is upgrading its technology infrastructure to serve our members better. NELINET will soon relocate our offices to expanded headquarters about 25 miles west of Boston. NELINET provides substantial opportunities for professional growth. More information can be found at: <http://www.nelinet.net>.

**APPLICATIONS:** For earliest consideration, apply by **November 17, 2000**. Send a cover letter, résumé, and the names, addresses, and phone numbers of three current references to:

**Rosemarie Carulli**  
**Director, Administrative Services**  
**NELINET, Inc.**  
**Two Newton Executive Park**  
**Newton, MA 02462**

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

historical St. Mary's City is located 70 miles southeast of Washington, D.C. and is Maryland's designated public honors college for the liberal arts. Undergraduate and residential in nature, with a diverse coeducational student body numbering approximately 1,800, St. Mary's emphasizes excellence in teaching. The institution was awarded a chapter of Phi Beta Kappa in 1997. The quality of life is enhanced by the recreational opportunities of the Chesapeake region and close proximity to the amenities of Washington, D.C., Baltimore, and Richmond. To apply, please submit a cover letter, résumé, and three references to: Todd Kelley, Associate Provost for Information Services, St. Mary's College of Maryland, 18952 E. Fisher Road, St. Mary's City, MD 20686-3001; fax: (301) 862-0914; e-mail: [tdkelley@osprey.smcm.edu](mailto:tdkelley@osprey.smcm.edu). Review of applications will begin immediately and continue until the position is filled. St. Mary's College of

Maryland is an affirmative action, equal opportunity employer. Visit our Website: <http://www.smcm.edu>.

**DIGITAL INITIATIVES COORDINATOR.** Texas Tech University is seeking a Digital Initiatives Coordinator. The Coordinator will be responsible for launching digital initiatives for the Southwest Collection/Special Collections Library, including oversight of Encoded Archival Description (EAD) and of the digitization of documents, photographs, and oral histories for presentation on the World Wide Web. Duties also include analyzing the need for and designing, supervising, and coordinating development of projects to digitize, organize, and provide networked access to collection materials from the library, as well as bibliographic and other metadata pertaining to its collections. Other duties include designing, developing, and coordinating the programming of software systems and user inter-

## SCIENCE/ENGINEERING LIBRARIAN

### Milton S. Eisenhower Library Johns Hopkins University

Johns Hopkins University seeks an outgoing and enthusiastic librarian to be part of a team of four librarians in the Science/Engineering Library of the Milton S. Eisenhower Library. The Science/Engineering Library is a recently renovated floor within the main library and has a collection budget of approximately \$2,500,000. Librarians select library resources and provide reference, instructional, and liaison services to the 17+ science and engineering departments on Homewood campus.

**RESPONSIBILITIES:** Develop and deliver traditional and innovative library services that facilitate the research and teaching needs of the science and engineering faculty and students. Cultivate and maintain strong relationships with faculty and students, select traditional and electronic resources for the collection, manage 4–5 subject funds, provide subject-related instructional services, and communicate effectively with patron groups to raise awareness of the rich array of available services. A high level of interaction between faculty and students and the librarian is essential.

**REQUIRED:** MLS from an ALA-accredited library school. Degree in science or engineering field or experience serving a similar user population. Two to three years of collection development and/or reference experience in an academic, special, or science/engineering library. Ability to work well with colleagues and a demanding user group. Ability to work flexibly and creatively in a changing environment.

**HIGHLY DESIRED:** Experience working with information and networked technologies, including designing and creating Web sites and pages. For more information on the position and library, please consult our Web site at: <http://milton.mse.jhu.edu:8001/>.

Position will remain open until filled. Review of résumés will begin **November 15, 2000**. Qualified applicants should send a résumé, cover letter, and three letters of professional reference indicating Job #S00-6727 to:

**Johns Hopkins University  
Homewood Human Resources  
119 Garland Hall  
Baltimore, MD 21218  
or fax to: (410) 516-2314**

Approximate starting salary range: \$41,730–\$52,335. We offer excellent benefits including tuition remission for staff and dependents in a smoke-free/drug-free environment.

AA/EOE

faces to deliver the digitized library materials and information about library resources to end users via networked information systems. Additional responsibilities include analyzing and specifying hardware needs, and implementing and supervising deployment and maintenance of appropriate hardware solutions. The Digital Initiatives Coordinator will develop and implement new systems as necessary. **Qualifications:** Master's in history or related field; or MLS from an ALA-accredited library school. Formal archival course work required. All applicants shall have progressive experience in Unix systems administration and programming and related hardware and software support; and experience developing and managing humanities computing projects, including project design, grant writing, and supervision of project staff. The applicant must have experience with Windows, and Unix platforms, backup systems, Internet client/server software, database design and management, and digital scanning systems. **Salary and Benefits:** Salary for a 12-month appointment is \$45,000. Benefits package includes choice of retirement programs, including TIAA-CREF; 13 state holidays; Blue Cross-Blue Shield; and no state or local income tax. **General Information:** Texas Tech University is a state-supported institution with an enrollment of 25,000. It is the newest of four major comprehensive state universities in Texas. A wide range of academic programs is offered in seven colleges and schools of law, medicine, and allied health/nursing, including nearly 100 degree offerings at the master's level and 50 at the doctoral level. The University Library has over 2 million volumes and a budget of \$6 million. Lubbock has a metropolitan population of 224,000 and is the regional center for higher education, agriculture, health care, banking, and business. Located on the Texas High Plains, Lubbock enjoys an average of 270 days of sunshine annually, low humidity, moderate winters, and some of the cleanest air in the nation. **Application Information:**

Position now available. Applications received by December 1, 2000, will be given first consideration. Send letter of application that indicates expertise, current résumé, and names and addresses of three references to: Search Committee Southwest Collection/Special Collections Library, Texas Tech University, P.O. 41041, Lubbock, TX 79409-1041, phone: (806) 742-3749. Texas Tech University is an EEO/AA/ADA employer.

**DIGITAL PROJECTS LIBRARIAN.** University of Nevada, Las Vegas Libraries. Responsibilities: The UNLV Libraries invite applications for the new position of Digital Projects Librarian at the Assistant Professor rank, reporting to the Director, Knowledge Access Management. The major focus of this position is to utilize computer technology to design, program, and implement digital library projects within the overall context of the UNLV Libraries' goals and priorities. The incumbent will recommend policies, procedures, standards, tools, and technologies to guide and facilitate the Libraries' digital library initiatives. The Digital Projects Librarian will work with members of the Knowledge Access Management Division (Cataloging, Web Development, and Systems) to create an infrastructure for describing, storing, retrieving, and delivering large collections of digital materials. The incumbent will also work with library units in selecting materials to be included in the digital collection. The Digital Projects Librarian will participate in the design and maintenance of a Web-based gateway to digital content. The successful candidate will provide instruction on digital technologies and standards. The Digital Projects Librarian will establish relationships with faculty, researchers, scholarly organizations, and others with whom the Libraries may partner, and will become a recognized digitization resource for the entire campus. **Qualifications:** Required: Master's

## EXECUTIVE DIRECTOR

### North Carolina Academic Library Consortium

NC-PALS is a library consortium in central North Carolina composed of Bennett College, Elon College, Greensboro College, Guilford College, and Salem College. The consortium is seeking an Executive Director who will act as system administrator for its automated library system (currently DRA). The effective date of this appointment is negotiable, but no later than June 1, 2001.

The principal responsibilities and duties for the position include the following:

- Support all hardware and software operations related to the consortium's integrated automated library system.
- Provide effective leadership for consortial long-range planning.
- Provide management services for the consortium.
- Promote effective communications among member colleges and among the Board of Library Directors, the Information Technology Directors, and the Board of Governors.
- Participate in the activities of regional, statewide, and/or national professional associations.

The qualifications for this position are as follows:

- ALA-accredited master's degree in Library or Information Science. (An appropriate combination of education and experience may be substituted in unique cases.)
- A minimum of two years' experience in systems management with an integrated library system, preferably DRA.
- A minimum of two years of library experience.
- Experience with library and/or college consortia (desired).
- Experience with telecommunications and networking in a library environment (desired).
- Exceptional programming and technical troubleshooting skills.
- Interpersonal skills necessary to deal effectively with administrators, librarians, and staff on five diverse campuses.
- Broad understanding of librarianship and information technology.
- Strong instructional/training skills.
- Flexibility in assuming duties and work schedules and the ability to set priorities and work with minimum supervision.

This leadership position offers a competitive salary and benefits package. For a comprehensive job description and further information about the consortium, please visit our Web site at: [www.nc-pals.org](http://www.nc-pals.org).

Interested candidates should send a letter of application, curriculum vitae, and names, addresses, and telephone numbers of five professional references to:

**Daniel N. Keck**  
**Vice President for Academic Affairs**  
**Greensboro College**  
**815 West Market Street**  
**Greensboro, NC 27401-1875**

To receive full consideration, applications should be received by **December 1, 2000**.

*NC-PALS is an affirmative action, equal opportunity employer.*

degree in Library Science and/or Information Science from an ALA-accredited program or international equivalent. Working knowledge of digital library technologies, standards, issues, and trends. Preferred: Demonstrated knowledge of digital conversion of materials. Working knowledge of scripting languages such as PERL. Working knowledge of relevant digital library standards, such as EAD, TEI, SGML, HTML, XML, and Dublin Core. Working knowledge of a high-level programming language such as C, C++, or Java. Working knowledge of relevant Internet delivery technologies, including object-oriented and relational databases, and multitiered systems. Strong interest in interactive computing and the integration of text, graphics, audio, and video sources in a digital library environment. Ability to work effectively with diverse constituencies; to serve as a liaison with faculty on research and curricular projects; and to excel in a complex and changing collaborative environment. Excellent communication skills. Flexibility, open-mindedness, and comfort with defining a new position. Salary Range: This is a tenure-track position. Salary is commensurate with qualifications and experience. Position is contingent upon funding. The university has an excellent fringe benefits package. For more

information on salary and benefits, see: [http://www.unlv.edu/Human\\_Resources/](http://www.unlv.edu/Human_Resources/). The Setting: UNLV is Nevada's largest comprehensive, doctoral degree-granting institution with 22,000 students and more than 700 full-time faculty. The UNLV Libraries are composed of the main Lied Library (a 302,000 sq. ft. building scheduled to open January 2001), the Curriculum Materials Library, the Architecture Studies Library, and a Music Library currently under construction. For additional information, see the UNLV Web site at: <http://www.unlv.edu> and the Library's Web site at: <http://library.nevada.edu>. Application Deadline and Details: Send letter of application, resumé, and the names, addresses, telephone numbers, and e-mail addresses of three professional references to: Katherine L. Rankin, Chair, Digital Projects Librarian Search Committee, University of Nevada, Las Vegas, 4505 Maryland Parkway, Box 457034, Las Vegas, NV 89154-7034. Review of applications will begin December 15, 2000, and will continue until the position is filled. Specific questions may be addressed to Katherine L. Rankin at [krankin@ccmail.nevada.edu](mailto:krankin@ccmail.nevada.edu) or (702) 895-3062. Within the letter, please briefly discuss (no longer than one page) what you consider to be the main components of a successful digital project. UNLV

# DIRECTOR

OF THE

## JAMES A. CANNAVINO LIBRARY

### Marist College

[www.marist.edu](http://www.marist.edu)



Marist College invites applications and nominations for the Director of the James A. Cannavino Library. The Library is housed in a new state-of-the-art 83,000 square foot building, which opened in January 2000. The Romanesque style structure is located at the center of the campus overlooking the Hudson River and integrates traditional collections with a substantial technological infrastructure. The building includes spacious reading and study areas with over 600 network connections, four digital classrooms, and a Center for Collaborative Learning. Among the Library's special collections are the Lowell Thomas Collection, the Richard and Gertrude Weinger Collection in Judaic Studies, the John Tillman Collection, the George M. and Alice S. Gill Fore-Edge Collection, the Nelly Goletti Music Collection, and the Rick Whitesell Record Collection.

With a nationally-recognized record of achievement in using technology to enhance teaching and learning, Marist has been a leader in the digital library technologies in partnership with the IBM Corporation. The Director will provide innovative leadership for expanding the already considerable digital library technologies in support of the academic mission of the college.

The Director oversees systems improvements to strengthen academic programs and to deliver services. He or she will guide the library in its continued evolution as a library in the electronic age. The Director will support faculty research, distance education initiatives, will be responsible for active instructional programs committed to fostering information literacy, for the library's Endeavor IOLS system, and for expanding its traditional and electronic collections. The Director should be an advocate for enhanced digital library services; committed to library distance education services; have demonstrated experience in using new technologies and applying them to library services and collections; have knowledge of and success with external funding sources; have experience in building partnerships with technology vendors; and have demonstrated managerial expertise commensurate with advanced technical knowledge.

The Director must be a visionary who can lead in academic, management, and development areas. The Director acts as the Library liaison to the College Community including the Board of Trustees, the President's Cabinet, the Academic schools and other administrative units. He or she reports to the Dean of Academic Programs, and will serve on the IBM Joint Study Steering Committee and the Information Technology Advisory Committee.

The successful candidate will possess outstanding academic credentials, as well as a strong background in digital library applications. He or she will demonstrate evidence of vision and leadership, the capability for collaborative long-range planning and implementation, and strong communication, supervisory and management skills. The position offers a very competitive salary with a comprehensive benefits package and an excellent environment.

Marist College is a comprehensive, independent, liberal arts institution located in Poughkeepsie, New York on the banks of the Hudson River, midway between Albany and New York City. It enrolls 3,800 full-time and over 600 part-time undergraduates and 600 graduate students. Visit our home page at <http://www.marist.edu>.

*The review of applications will begin November, 2000, and will continue until a candidate is selected. Application materials should include a letter of interest which addresses how the candidate's strengths and experience match qualifications for the position, a curriculum vitae, and five references. They should be sent to:*

**MARIST**  
COLLEGE

**Dr. John Ritschdorff, Dean of Academic Programs,  
Marist College, MPO/CRL 905, Poughkeepsie, NY 12601-1387**

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is an equal opportunity, affirmative action employer. Persons are selected on the basis of ability without regard to race, color, sex, age, national origin, sexual orientation, religion, disability, or veteran status.

**DIRECTOR OF INSTRUCTIONAL RESOURCES.** Minnesota State University Moorhead, Moorhead, Minnesota. Position begins July 1, 2001. Salary range \$74,379-\$99,699, depending on qualifications and experience. Position responsibilities include administering the Library and providing leadership and management to the University's library, audiovisual, instructional TV, and instructional technology services. Service at the reference desk is expected. The Director reports directly to the Vice President for Academic Affairs, serves on the Academic Affairs Council, and has supervisory responsibility for approximately 30 employees. The Library has a budget of approximately \$2 million a year, and is part of both local (Tri-College) and regional (PALS and Minitex) consortia. Minnesota State University Moorhead is one of seven four-year institutions in the Minnesota State Colleges and University system. The University has over 7,000 students enrolled in 70 degree programs, 16 graduate programs, and 19 areas of licensure preparation. Required Qualifications: ALA approved master's degree in Library/Information Science and a subject master's degree or specialist degree or Ph.D.; a mini-

mum of three to five years' successful academic library administration/supervision; experience as a reference librarian; ability to provide leadership for emerging technologies in an academic setting, including instructional technology and AV/TV, which includes instructional television and distance education; record of successful personnel administration and budget preparation and management, effective skills in interpersonal relations, oral and written communication, and analytical and decision-making processes; a commitment to collaborative decision making and staff development; ability to represent the University and the University's instructional resources to external constituencies. Also Desirable: Ability to secure external funding; experience in long-range planning; experience with collective bargaining; teaching experience. To Apply: Send a letter of interest, résumé, a completed Standard Application Form (accessed at the Web site listed below), copies of graduate transcripts, and names of five references (including current addresses and daytime telephone numbers) to: Dr. Virginia Klenk, Chairperson, Search Committee, Minnesota State University Moorhead, 1104 Seventh Avenue South, Moorhead, MN 56563. Telephone: (218) 236-2764; fax: (218) 287-5037; e-mail: [schaffer@mnstate.edu](mailto:schaffer@mnstate.edu); vacancy Web site: <http://www.mnstate.edu/vacancy>. Additional information is available at: <http://www.mnstate.edu/library/director.htm>. Review of completed files will begin on December 15,

## ASSISTANT COLLECTION SERVICES LIBRARIAN

### New Mexico State University

Assistant Collection Services Librarian sought by New Mexico State University Library. Tenure-Track position to be filled at the Instructor or Assistant Professor level, salary up to \$29,500, depending on qualifications.

**QUALIFICATIONS:** Required: MLS degree from an ALA-accredited program; ability to be trained in collection management and acquisitions in an online environment; ability to problem-solve; interest or experience in supervision; excellent interpersonal skills; flexibility in prioritizing multiple projects. Desired: Knowledge of integrated library systems; computer literate; able to work in group settings; comfortable in a culturally diverse environment; library experience; evidence of leadership potential; additional graduate degree.

**RESPONSIBILITIES:** As an Entry-Level Librarian and in conjunction with the Department Head, provides leadership and support for monographic and serials units. After training, will assume responsibility for supervision of the monographic unit. Participates in coordination of the day-to-day activities of the department. Provides administrative support to departmental staff. Must be able to demonstrate ability to meet the requirements for faculty promotion and tenure: librarianship; professional knowledge; research, publication, and creative activity; and service. Special projects as assigned.

**BENEFITS:** Group medical, life, and hospital insurances; choice of retirement programs; sick leave; annual leave; workers' compensation; unemployment compensation; others. For details, see <http://www.nmsu.edu/~personel/benefits.html>.

New Mexico State University, New Mexico's land grant university, enrolls approximately 15,000 students. NMSU is classified as a Doctoral/Research Universities-Extensive institution and is a member of the Hispanic Association of Colleges and Universities. For more information, see our Web page at: <http://lib.nmsu.edu>.

Submit letter stating qualifications, résumé, and names, addresses, and phone numbers of three references, postmarked on or before **November 20, 2000**, to:

**Kate Shaughnessy**  
**Personnel Officer**  
**NMSU Library Administration**  
**Box 30006, MSC 3475**  
**Las Cruces, NM 88003-8006**  
**Inquiries: (505) 646-3102 or**  
**kshaugh@lib.nmsu.edu**

*NMSU is an equal employment opportunity, affirmative action employer.*

2000, and will continue until position is filled. Minnesota State University Moorhead is an affirmative action, equal opportunity employer and educator.

**DIRECTOR, ELECTRONIC RESOURCES PROGRAM (New Position).** University of Houston. A more detailed position announcement, with links to information about the University of Houston, the UH Libraries, and the city of Houston, is available from our Web site: <http://info.lib.uh.edu/ocal/positions.htm>. Responsibilities: Working in close cooperation with appropriate personnel in all departments of the Libraries, leads the selection, evaluation, and implementation of access to electronic resources; negotiates pricing and licensing agreements and acts as the primary contact in this area for consortia. Manages the electronic resources budget in consultation with the Head of Acquisitions and Collection Development, and works with vendors, catalogers, and library systems staff to initiate and maintain access to electronic resources. Serves as a library resource on intellectual property issues and coordinates dissemination of information about electronic resources to all parties involved. Qualifications: Required: ALA-accredited master's degree; demonstrated planning, analytical, interpersonal, and communication skills; demonstrated ability to work cooperatively in a collaborative, interdepartmental environment; significant academic or research library work experience in one or more areas of the stated responsibilities. Preferred: Relevant experience in negotiating complex agreements; collection development experience, particularly in an elec-

tronic environment. Desirable: Experience or training in intellectual property issues. Salary: \$50,000. Excellent benefits package, including choice of health coverage; choice of retirement programs including TIAA-CREF; no state or local income tax. Application Deadline: Applications will be accepted until the position is filled. Send letter of application, names of three references, and résumé to: John Lehner, Library Human Resources Director, M.D. Anderson Library, University of Houston Libraries, Houston, TX 77204-2091. The University of Houston is an equal opportunity, affirmative action employer. Minorities, women, veterans, and persons with disabilities are encouraged to apply.

**GEOGRAPHIC INFORMATION SYSTEMS (GIS)/MAP LIBRARIAN.** St. Lawrence University invites applications and nominations for a GIS/Map Librarian to provide expertise and leadership in expanding and promoting GIS services and managing the libraries' map collections. This is a 12-month appointment, with faculty status. Salary from the mid-\$30s, commensurate with qualifications and experience. The GIS/Map Librarian will work with faculty and students in classrooms and in the library's GIS computer lab, offering instruction and assistance with spatial analysis and applications of geospatial data, and contributing to related curriculum development. Reporting to the University Librarian, the GIS/Map Librarian will work closely with faculty associated with the University's Integrated Science Education Initiative (ISEI) and with the GIS/GPS Science Instrumentation Technician. A



## UNIVERSITY LIBRARIAN AND DIRECTOR

### Villanova University, Falvey Memorial Library

Villanova University seeks a dynamic, creative librarian to serve as University Librarian & Director of Falvey Memorial Library. The University Librarian must provide vision and leadership in formulating programs and implementing strategies to integrate print-based information materials with an ever-increasing array of digital resources. In addition, the University Librarian must uphold Falvey's tradition of service and instruction in information literacy. Strong interpersonal skills, an aptitude for problem solving, knowledge of information technologies, and strong advocacy for library services and perspectives are essential.

Villanova University, a Catholic university founded by the Augustinian Order, offers undergraduate and graduate programs in arts and sciences, business, engineering, and nursing. The University enrolls 10,000 students, and has 600 full-time faculty. Its attractive campus is located in the western Philadelphia suburbs.

Falvey Memorial Library contains 860,000 volumes, subscribes to 5,400 serials, offers a full-service instructional media center, provides access to numerous electronic databases and online services, and employs approximately 80 full- and part-time staff, including 20 librarians. University Archives reports to this position. Its annual budget is over \$5,000,000, with nearly \$3,000,000 committed to information resources. The University Librarian & Director reports to the Vice President for Academic Affairs. Falvey Library is a member of the University Libraries Group (ULG). For more information, see the Falvey Web page at: <http://www.library.villanova.edu>.

Candidates should possess an appropriate doctorate, although exceptional candidates with a master's degree in Library Science/Information Science from an ALA-accredited institution will be considered. Required experience includes at least five years of increasing levels of management responsibilities in an academic or research library; experience with issues current in the field of librarianship (including information literacy, data archiving, facility planning and design, public relations, and marketing of services and resources); and demonstrated experience with fiscal and budgetary matters.

Review of applications will begin **December 1, 2000**, and will continue until the position is filled. Letter of application with vita and names, addresses, and e-mail addresses of three references should be sent to:

**Gerald M. Long, Dean of Graduate Studies  
Chair, University Librarian Search Committee  
Villanova University  
800 Lancaster Avenue  
Villanova, PA 19085**

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

principal component of GIS services at St. Lawrence University is the development of a Natural History Database of georeferenced spatial data for a 76-acre preserve adjacent to campus. The GIS/Map Librarian will oversee the planning, design, and implementation of the Natural History Database; maintain quality control of data and metadata; and ensure ongoing and archival access to data via the campus network. In addition, the GIS/Map Librarian will coordinate the overall selection and organization of the libraries' geospatial data collections. As a member of the Library Faculty, the GIS/Map Librarian will also participate in the planning and provision of GIS-related reference and public service activities in Laundries Science Library. The GIS/Map Librarian will be a member of the Libraries' Systems Team, a GIS liaison with the Information Technology Department, and a participant in campus committee work. ALA-accredited MLS or equivalent required, second master's degree in a subject field preferred. Two years' academic or work experience with geospatial and numeric data resources; demonstrated commitment to patron service; excellent communication skills; ability to excel in an instructional setting; demonstrated ability to provide leadership in project management; high degree of computer literacy and interest in new technologies and their applications in academic libraries; demonstrated familiarity with geospatial software such as ArcView, ARC/INFO, ERDAS, or Idrisi. Application review will begin immediately. Send letter of application, résumé, and names and telephone numbers of three references to: Bart Harloe,

University Librarian, **St. Lawrence University**, Canton, NY 13617. St. Lawrence University, chartered in 1856, is the oldest continuously coeducational institution of higher learning in New York State. See the SLU homepage at: <http://web.stlawu.edu> and the SLU Library homepage at: <http://web.stlawu.edu/library/index.html>. SLU is an affirmative action, equal employment opportunity employer. Women, minorities, veterans, and persons with disabilities are encouraged to apply.

**GOVERNMENT INFORMATION/MICROFORMS COORDINATOR (ASSISTANT LIBRARIAN RANK)**. Louisiana State University Libraries seeks a service-oriented, innovative, and enthusiastic librarian to manage and direct the activities of the Government Information/Microforms collections and services and to serve as the Regional Librarian for the Federal Depository Library Program. For a detailed description of the anticipated position, go to: <http://www.lib.lsu.edu/lib/jobs/index.html>. Required Qualifications: ALA-accredited MLS; Two years' experience with government information; reference experience in an academic setting; knowledge of, and experience with, electronic information sources including CD-ROM and Internet; knowledge of microcomputer applications; ability to create Web documents; ability to work well with colleagues and diverse clientele; excellent oral and written communication skills; demonstrated ability to meet requirements for tenure and promotion. Preferred Qualifications: Instruction experience with government information; experience with NOTIS online

## LIBRARIAN

Morehead State University's Camden-Carroll Library seeks a bright and technology-savvy librarian to serve as an original cataloger and cataloging supervisor using the Voyager library system.

The successful candidate will be hired at the Librarian I or II level. Camden-Carroll Library encourages professional development and provides generous support for training and travel to professional activities.

**Responsibilities:** Performs original cataloging in book and serial formats, including electronic resources; trains and supervises three cataloging technicians; participates in the development of policies and procedures for database management and authority control; coordinates special projects; provides leadership in coordinating cataloging practices with local needs and national standards; and serves as liaison with an academic department.

**Qualifications:** ALA accredited MLS by date of appointment. Experience or coursework in cataloging. Knowledge of AAR2, MARC formats, LC subject headings, and Dewey classification. Awareness of national trends in cataloging. Ability to use technology to perform technical services tasks. Excellent oral, written and interpersonal communication skills. Appointment at the Librarian II level requires at least three years of professional library experience.

**Desired Qualifications:** Experience with professional level cataloging in an online environment. Experience using the Voyager cataloging module. Supervisory experience. To ensure consideration, submit letter of application, resume, official transcripts and references to: Office of Human Resources, Attn: Cat. Lib. #477, Morehead State University, HM 101, Morehead, KY 40351. Review of applications will begin December 10, 2000, and will continue until filled. MSU is an EO/AA employer.

catalog system and with MARCIVE/GPO catalog records. Salary: \$42,000 minimum, dependent on qualifications. Closing date for applications is November 30, 2000, or until filled. Please send application letter, résumé, and three references to: Caroline Wire, Assistant to the Dean, Louisiana State University Libraries, 295 Middleton Library, Baton Rouge, LA 70803. Reference #000290.

**HEAD LIBRARIAN, POPULAR CULTURE LIBRARY (PCL).** Assistant Professor. Tenure-track faculty position at Bowling Green State University. Reporting to the Head of Special Collections, the Head Librarian directs, develops, administers, and participates in all aspects of the operation of the PCL, an internationally known research collection within Libraries and Learning Resources (LLR). The PCL includes books and special collections such as vintage paperbacks, comic books, posters, television and movie scripts, fanzines, manuscripts, and related archival materials. Primary responsibilities include establishing



### Director, Learning Resources (#00040)

**Salt Lake Community College**, a multi-campus, comprehensive community college, seeks applicants for the Director of Learning Resources position. The Director is responsible for organizational leadership and management of Learning Resources, which includes the SLCC Library System, Media Distribution Services and Media Production Services. Requirements: M.L.S. from ALA-accredited institution or M.Ed in media required. Five years' academic library or learning resources experience, including at least two years of progressively more responsible administrative experience. Teaching experience at an accredited college or university preferred. Salary based on qualifications with excellent benefits. Position open until filled. Application review begins October 25, 2000. For complete requirements see position announcement (hard copy, Web site or jobline: 801-957-4133). Application Process: Please submit an official SLCC employment application, cover letter, resume and photocopy of transcripts to: **Salt Lake Community College, Human Resources, 4600 South Redwood Rd., P.O. Box 30808, Salt Lake City, Utah 84130; Phone: (801) 957-4210; TTY: (801) 957-4692; Fax: (801) 957-4721; www.slcc.edu/hr/hr.htm. EO/AA EMPLOYER**

## University of California, Berkeley

Librarian for near and Middle Eastern Collections

Associate Librarian/Librarian

\$40,248-\$68,112

Reporting to the Head of Area Studies, this position has chief responsibility for collections and services for materials from and about the Middle East and Northern Africa. The incumbent will develop collections, provide bibliographic and research institution, as well as reference services. Other duties will include designing and maintaining Web pages, performing outreach, grant writing and development of activities.

Position requires an MLIS or equivalent degree and fluency in Arabic. Advanced degree in subject field is highly desirable, as is fluency in additional regional language(s) and knowledge of a Western European language.

See <http://www.lib.berkeley.edu/LHRD/librec.html> for complete job descriptions and requirements.

**DEADLINE TO APPLY IS DECEMBER 4, 2000.** Please send cover letter, resume and names and contact information of three professional references to: Janice H. Dost, 447 The Library, University of California Berkeley, Berkeley, CA 94720 6000; or fax to: 510-642-8675; or email to: [librec@library.berkeley.edu](mailto:librec@library.berkeley.edu)



The University of California Is an  
Equal Opportunity, Affirmative Action  
Employer

# MUSIC LIBRARIAN

## SUNY Potsdam

SUNY Potsdam seeks a creative, dynamic librarian to oversee and advance the Julia E. Crane Music Library located in the College's Crane School of Music. The successful candidate will possess a broad perspective of the role of the library in the education and scholarly research of music students and faculty.

SUNY Potsdam's Crane School of Music is a dynamic institution of 600 students and 70 full- and part-time faculty members within a liberal arts college. It enjoys a unique status as the oldest and currently the largest undergraduate music education program in the country. Bachelor of music degrees are conferred in musical studies, business of music, performance, and music education. A bachelor of arts degree in music is also offered as well as minors in jazz studies and business of music. Master of Music programs are offered in composition, music education, music history and literature, music theory, and performance. The College has recently inaugurated The Crane Institute for Music Business.

**RESPONSIBILITIES:** The Music Librarian supports the undergraduate and expanding graduate programs of the Crane School of Music. This position manages the Crane Music Library facility and its services. The 18,000-square-foot Crane Library houses a collection of 50,000 books and scores and 9,000 sound recordings along with listening and viewing facilities. The successful candidate will provide reference service (some evening and weekend hours required), oversee collection development activities, promote information literacy through formal instruction and serve as liaison to the Crane School of Music faculty. The Music Librarian participates in the College Libraries' Council and its subcommittees, advocates for the music branch library, and reports to the Director of College Libraries.

### QUALIFICATIONS:

#### Required:

- ALA-accredited Master of Library Science degree (or foreign equivalent);
- undergraduate degree in music (musicology, theory, education, or performance);
- minimum three years' professional experience in a music library, including reference and collection development;
- experience working with electronic resources in a music library setting;
- effective oral and written communication;
- strong interpersonal and organizational skills.

#### Preferred:

- graduate degree in music;
- familiarity with current developments and trends in information and audio technologies and their impacts on music education and library services;
- teaching experience;
- record of professional activity in regional and national professional organizations;
- record of scholarly activity.

### SALARY AND RANK:

Low to upper \$40s, Senior Assistant or Associate Librarian depending upon qualifications and experience. This is a tenure-track, 12-month academic faculty position. Criteria for continuing appointment (tenure), established by the SUNY Board of Trustees, include: teaching effectiveness, mastery of subject matter, continuing growth, university service, and scholarly activity.

**APPLICATION DEADLINE:** Primary consideration will be given to applications received before Friday, **December 8, 2000**. Preferred start date: July 1, 2001.

**APPLICATION:** Submit letter of application, current résumé, and names/addresses/phone numbers of three professional references to:

**Nancy A. Alzo**  
**Music Librarian Search Committee Chair**  
**F.W. Crumb Library**  
**SUNY Potsdam**  
**Potsdam, NY 13676**  
**or fax to: (315) 267-2744**

*The State University of New York College at Potsdam is an equal opportunity,  
affirmative action employer committed to excellence through diversity.*



## MANAGER OF RESOURCE DEVELOPMENT

### Trinity University, Coates Library

Position reports to Library Director and is responsible for directing fund allocation and selection for all resources acquired; supports vendor relations; manages the collection development of monographs, serials, audio-visual and electronic resources. Coordinates selection activity and liaison of librarians with teaching faculty. Manages gift solicitation, relations with donors, and related activities. Supervises special collections and archives. Provides liaison to selected departments and reference desk support including rotation on nights and weekends.

Requires five or more years' experience in collection development, with experience as a reference librarian and as a supervisor preferred. Demonstrated knowledge of one or more scholarly subject areas or special collections also preferred. Second master's degree in an academic discipline desirable.

Trinity University is one of the premier liberal arts institutions in the nation, supporting approximately 2,500 students with excellent faculty, facilities, and library. The Coates Library contains nearly 900,000 volumes in addition to substantial electronic resources and other media. San Antonio, a favorite national conference site, is a culturally diverse metropolitan area of one million people that boasts a low cost of living.

Position is a 12-month appointment to library faculty with the possibility of tenure track. Benefits include TIAA-CREF (pending qualification) and development support. Position available October 1, 2000, and will remain open until filled. Additional information can be found at: <http://www.trinity.edu/departments/library>.

Send a letter of application describing interests in position and experience, with detailed résumé, and names of three references to:

**Christopher Nolan  
Coates Library  
Trinity University  
715 Stadium Drive  
San Antonio, TX 78212**

**Electronic applications are encouraged, and should be sent to:  
[dwarneke@trinity.edu](mailto:dwarneke@trinity.edu)**

unit goals and objectives and long-range plans; developing PCL collections through purchase and donation; sharing in provision of library instruction and reference services; and managing the PCL including supervision of PCL faculty and staff. Required Qualifications: ALA-accredited MLS or equivalent; substantial related academic library experience and strong background in special collections; demonstrated expertise and interest in popular and American culture; excellent organizational, oral and written communication, and interpersonal skills; and a record of service, research, publication, and professional activities. Preferred Qualification: Advanced degree(s) in related field(s). Service and research required to attain tenure and promotion. Salary commensurate and commensurate with peer institution levels for rank and position and in keeping with candidate experience and credentials. Anticipated Starting Date: July 2001. Mail application letter, current curriculum vitae, and the names, phone numbers, and addresses of three current references to: Beverly J. Stearns, Director of Administrative Programs and Services, 204 Jerome Library, **Bowling Green State University**, Bowling Green, OH 43403. Applications must be postmarked by January 8, 2001. Electronic and fax applications cannot be considered. Three current (dated within one year) letters of reference and an official transcript of the terminal/highest degree will be required for finalists. Web sites: BGSU, <http://www.bgsu.edu/>; LLR, <http://www.bgsu.edu/colleges/library/pcl/pcl.html>. BGSU is an affirmative action and equal opportunity employer and education institution.

**HEAD OF CATALOGING.** Sam Houston State University seeks a Head of Cataloging to join a collegial work environment of 17 librarians and 27 staff. Our scenic campus of 12,000 students is located 50 minutes' drive north of Houston in Huntsville, Texas, recently named a "dreamtown" by Demographics Daily. Position Responsibilities: Provides leadership to create effective access to collection resources. Coordinates and evaluates cataloging activities; guides and trains cataloging staff to maintain bibliographic records and holdings for all formats in the library's integrated

database, and processes materials for the shelf. Identifies and resolves database problems; performs complex searching and original cataloging. Serves as chair of the Library's standing Bibliographic Control Committee. Participates in collection development and weekend reference rotation. Contributes to a collaborative work environment as part of the Technical Services management group; reports to the Assistant Director for Technical/Collection Services. Required: ALA-accredited master's degree; cataloging experience in an academic or public library with an integrated library system using OCLC or other national bibliographic utility; knowledge of AACR2, LCSH, LC classification, and MARC formats. Desirable: Supervisory/management experience; computer skills; knowledge of authority control, cataloging trends, and national initiatives; additional advanced degree. Work Environment: This is a 12-month, tenure-track position with faculty rank and status. Minimum Salary: \$35,000. Rank and salary commensurate with experience and qualifications. Generous benefits package, release time of up to three hours per week to take university classes, no state or local income tax. Additional information about Sam Houston State University and the library may be found at: <http://www.shsu.edu/>. Applications will be accepted until the position is filled. Send a letter addressing qualifications, contact information for three references, and vita to: Janice Lange, Assistant Director, Newton Gresham Library, **Sam Houston State University**, Box 2281, Huntsville, TX 77341-2281. Sam Houston State University is an EEO/AAEP employer.

**HEAD OF LIBRARY INFORMATION TECHNOLOGY.** Indiana University South Bend. Primary responsibility for leading the Library in planning and developing all automation activities. Works with other staff to investigate, evaluate, and recommend appropriate library information technology innovations. Responsible for the implementation and maintenance of electronic systems and local database programs; supervises one part-time technician. Provides training and consultation in new technologies. Serves as liaison with the campus Office of Information Technologies and the IU Library Information Technology

Services in Bloomington and Indianapolis. Will also participate in providing general reference services approximately seven hours/week plus serving in the weekend rotation (approximately one day/month). Reports to the Director of Library Services. Required: ALA-MLS. Demonstrated expertise in working with desktop computers, networks, CD-ROM LAN, the Internet, and other emerging technologies. Ability to plan, organize, implement, and evaluate specific projects. Ability to work well as a team member and independently, relate effectively with varied clientele. Strong service orientation and interest in library users' values and needs. Knowledge of print and electronic reference sources. Must possess strong oral and written communication skills and a sense of humor. Must be able to meet the responsibilities of a tenure-track appointment. Preferred: Degree or significant experience in computer science or related field and relevant experience in an academic library. Twelve-month appointment beginning no later than July 1, 2001; will be at the Assistant Librarian rank. Salary: \$33,500-\$40,000. Review of applications will begin January 8, 2001, and will continue until filled. Send letter of application with résumé and letters from three current references to: Linda Fisher, Head of Government Publications, Franklin D. Schurz Library, Indiana University South Bend, P.O. Box 7111, South Bend, IN 46634 or lfisher@iusb.edu. Fax: (219) 237-4472. IUSB is committed to employing quality faculty who will enhance the rich diversity of our academic community.

**HEAD OF SPECIAL COLLECTIONS.** The University of California Riverside Library welcomes applications for the position of Head of Special Collections Department, who serves as University Archivist, provides leadership, and manages and, with other staff, carries out the department's public and technical service objectives, including collection development. Supervises one librarian, one Senior Museum Scientist, two library assistants, and student assistants. (The Cataloging Department performs special collections cataloging.) Must be adept at fostering good relations with faculty, donors, booksellers, and the local community. The position is under the general direction and review of the Associate University Librarian for Collection Development. Qualifications: Graduate Library degree; broad academic background; progressively responsible experience in special collections; wide familiarity with the antiquarian and foreign booktrade. Preferred: Second graduate degree in subject area; excellent reading knowledge of Spanish, French, German, or Latin. The successful candidate will be appointed to the Librarian series at a salary level appropriate to the candidate's qualifications and experience. Appointment Range: \$47,556-\$61,980. Librarians are academic appointees and accrue vacation at the rate to two days/month and sick leave at the rate of one day/month. The University offers a broad range of benefits and an excellent retirement program. Applicants should send a letter of application, a complete résumé, and the names and addresses of three references by November 15, 2000, to: John W. Tanno, Associate University Librarian, University of California, University Library, P.O. Box 5900, Riverside, CA 92517.

**INNOVATIVE INTERFACES COORDINATOR/ACCESS SERVICES LIBRARIAN.** Manages GENISYS, an Innovative Interfaces integrated library system, and the daily operations of Circulation Services including Circulation/Interlibrary Loan, the Copy Center, and Reserve/Media. The University and department have a strong commitment to achieving diversity among faculty and staff. We are particularly interested in receiving applications from members of underrepresented groups and strongly encourage women and persons of color to apply. Contributes to library planning and policy making and serves on the Administrative Council and the Systems Team. Qualifications: ALA-accredited MLS. Experience with Innovative Interfaces integrated library system software. Supervisory experience. Excellent interpersonal, communication, and planning skills. Ability to interact effectively with students, staff, and faculty. Must be flexible and capable of working successfully individually as well as in teams in a changing library environment. Desired: Experience in Circulation Services and electronic reserves. Experience in Web-based applications and deployment. An earned subject master's degree in addition to the MLS. Salary/Benefits: Salary is mid \$40s for a 12-month appointment, tenure track, TIAA-CREF, 24 days' vacation, flexible benefits package. Review of applications will begin November 15, 2000, and continue until a candidate is selected. A letter of application, résumé, and the names, addresses, and e-mails addresses of 3 references should be sent to: Jan Boyer, University Library, University of Nebraska at Omaha, Omaha, NE 68182-0237; e-mail: jboyer@unomaha.edu or fax: (402) 554-3215. For additional information about the University Library and a complete copy of the job description, visit the Library's homepage at: <http://library.unomaha.edu>.

**INSTRUCTIONAL SERVICES LIBRARIAN.** The I.D. Weeks Library, University of South Dakota, is seeking an innovative librarian who will assist the Information Literacy Coordinator to conduct the Library's information literacy program. Responsibilities include providing instruction to library users at all levels, developing electronic instructional resources, such as tutorials and online subject guides. Works with the Information Literacy Coordinator in

## FOUNDING UNIVERSITY LIBRARIAN

### University of California, Merced

The University of California is creating a dynamic new university campus and campus community in Merced, California.

**RESPONSIBILITIES:** The University Librarian reports to the Executive Vice Chancellor and Provost. Provide guidance in physical planning and development of the library. Provide leadership in planning and instituting scholarly information and academic computing services. Plan which library services will be staffed and which can be performed through cooperative agreement with other UC libraries.

**QUALIFICATIONS:** Requires at least a master's degree in an appropriate field: for example, an accredited MLS degree or a master's in information sciences. An additional advanced academic degree is preferred. Also Required: A strong scholarly background, a record of management experience in a research university environment, significant experience with information technologies/networks/databases, and the energy and vision to plan and initiate highly innovative library and information services that fully capitalize on evolving information technologies and materials. For full ad, see: [www.ucop.edu/ucmerced/](http://www.ucop.edu/ucmerced/). Note: A background check clearance will be required.

**CLOSING DATE:** Review of résumés will begin immediately and continue until filled. The appointment may commence as early as January 1, 2001, and no later than July 1, 2001.

**TO APPLY:** Send curriculum vitae, a letter of intent, and a list of references, preferably electronically, to:

**librarian@ucmerced.edu**  
or  
**University of California, Merced**  
**1170 West Olive Avenue**  
**Suite 1**  
**Merced, CA 95348**  
**Attn: #Librarian**

Nominations will be accepted and nominating letter should be sent to the e-mail or mailing address referenced above.

planning, implementing, promoting, and assessing instructional programs. Works closely with University faculty integrating information literacy components into their classroom curriculum. Participates in reference and collection development activities. Individuals applying must have strong service orientation and a demonstrated ability to work independently and as part of a team. Faculty rank, tenure-track position, 12-month appointment. Qualifications: Minimum qualifications include ALA-accredited MLS; teaching experience; knowledge of teaching and research methodologies and their application to information literacy;

# Curator for the Social and Behavioral Sciences

## Stanford University

The Stanford University Libraries seeks qualified candidates for this senior role, which will develop and manage research collections and information resources in all media in the subject areas of communications, psychology and sociology. Specific responsibilities include acting as liaison to faculty and graduate and undergraduate students, providing advanced reference and bibliographic assistance, preparing interpretive materials that enhance access to the collections, participating in training the reference staff in the Social Sciences Resource and Information centers, and making budgetary recommendations. Additionally, you will participate in development activities and manage public service activities of the Social Sciences Resource Center.

Requirements include an MLS from an ALA-accredited library school or equivalent in training and experience, teaching experience, graduate training in a subject area of the social sciences (PhD is preferred for the Senior Librarian level), demonstrated team- and project-leadership skills, effective interpersonal and oral/written communication skills, and skills working effectively and collegially with library and academic staff and faculty. Reading knowledge of one or more West European languages, and knowledge of machine-readable data files and issues and techniques of data analysis in the subjects are preferred.

For consideration, send a cover letter, a complete statement of qualifications, a full resume of education and relevant experience and the names and addresses of 3 references to Carol Olsen, Director of Human Resources, Stanford University Libraries, 557 Escondido Mall, Stanford, CA 94305-6004. Open until filled. For information on this and other positions, see us on the Web at <http://www.sul.stanford.edu/depts/humres>. AA/EOE



Stanford University

experience with presentation software; ability to work effectively with colleagues and diverse clientele; effective written and oral skills. Additional desirable qualifications include: 1) second master's degree in a subject field (will be required for tenure and promotion); 2) reference experience; 3) experience in applying new technologies for the delivery of information literacy instruction. Salary: Commensurate with qualifications and experience. Application Procedure: Submit letter of application, résumé, and the names, addresses, and telephone numbers of three references to: Instructional Services Librarian Search Committee, I.D. Weeks Library, University of South Dakota, 414 East Clark Street, Vermillion, SD 57069-2390. Application Deadline: Review of applications will begin December 1, 2000, and will continue until position is filled. The University of South Dakota is an equal opportunity, affirmative action employer.

**MULTIMEDIA SERVICES SPECIALIST.** Northwestern University Library. Responsibilities: Manages daily operations in Digital Media Services (DMS) facilities. Oversees workstation configuration and management, student staff workflow, production services, and training events. Supervises nine DMS part-time student consultants, including hiring, training, scheduling, and evaluating. Assists faculty, staff, and students working on a wide variety of multimedia projects at a range of levels. Collaborates with library and other university staff on Web and multimedia training programs for faculty. Participates in collaborative project planning and management with faculty and staff where appropriate under the direction of the Head of Digital Media Services. May participate in projects to design and create digital collections, including digital video reserve and other digital library collections. Provides technical support for the Electronic Reserve System. Assists in integration of new technologies and new approaches to the delivery of reserve services. Participates in planning and implementing library Web publishing projects in collaboration with the Library Webmaster and Web Development Group. May participate in long-term planning for evolution of digital services within the library and the university as a whole. Performs other duties as assigned. Qualifications: Required: Master's degree from an ALA-accredited program in library science, or other advanced degree, or equivalent combination of education and experience. High degree of familiarity with the Macintosh and Windows operating systems. Advanced working knowledge of Web technologies, the use of the Internet in higher education, and awareness of current trends and developments in the use of the Web to deliver information and services. Demonstrated knowledge of HTML and related standards. Must have

excellent written and oral communication skills, the ability to work well with faculty, students, and colleagues, and a proven high degree of initiative. Preferred: Some experience in a public service area of an academic/research library. UNIX computing experience. Basic knowledge of current scanning technology. Experience with computer applications related to graphic design, Web authoring, and digital video. Salary: Dependent on qualifications, minimum \$30,000. To Apply: Send letter of application and résumé, including names of three references, to: Peter J. Devlin, Personnel Librarian, Northwestern University Library, 1935 Sheridan Road, Evanston, IL 60208-2300; or [libpers@welles.library.nwu.edu](mailto:libpers@welles.library.nwu.edu). Applications will be accepted until position is filled. Northwestern University is an equal opportunity, affirmative action employer. Employment eligibility verification required upon hire.

**PERIODICALS SERVICES LIBRARIAN (Search Extended).** Develop and manage operations of Periodicals Department, including document delivery/ILL; provide reference assistance; participate in collection development; evaluate work flow, new technologies, user needs; coordinate planning. Required: ALA-MLS, demonstrated expertise and 2-3 years' experience (prefer 5-6) in related automated public service departments and periodicals management. Excellent written and oral communication skills, customer-service orientation. Preferred: Experience in Horizon system, second subject master's. Appointment for fall 2000; position will remain open until filled. Tenure-track position. Instructor to Associate Professor rank with minimum salaries of \$43,000-\$53,000. Assistant-Associate Professor rank requires second master's or 30 grad credits beyond the MLS. Excellent benefits, including 44 vacation days, release time. EEO employer. Send letter of interest and curriculum vitae to: Terri Campo, Personnel Department, Long Island University, 1 University Plaza, Brooklyn, NY 11201.

**PROJECT DIRECTOR-LIBRARY BUILDING ADDITION.** University of Houston Libraries. A more detailed position announcement, with links to information about the University of Houston, the UH Libraries, and the city of Houston, is available from our Web site: <http://info.lib.uh.edu/local/bldgproj.htm>. Responsibilities: The University of Houston Libraries seek an experienced librarian to serve as the Libraries' coordinator for a \$45 million addition to the central library. The successful candidate will take the lead role as the liaison between the libraries and the construction team. The project director will work with architects, contractors, University Facilities Planning,

## ENGINEERING LIBRARIAN (EECS) ARTS & ENGINEERING LIBRARIES

### University of Michigan

The University Library collections and services supporting the College of Engineering are located in the Media Union at the University of Michigan, Ann Arbor. Ours is one of the largest and most digitally enabled engineering libraries in the country and features a world-renowned collection in both print and digital forms. Our engineering librarians and information professionals work with other information professionals including those with expertise in art, architecture, media, and music. We work side by side with other Media Union groups as well, including those supporting digital audio and video, a virtual reality CAVE, and the building's more than 500 state-of-the-art public workstations. The University of Michigan consistently tops surveys of public institutions, and Ann Arbor is consistently rated as one of the nation's best cities. This position is a full-time appointment available immediately.

**DUTIES:** Will provide selection, liaison, reference, and instruction responsibilities in support of Electrical Engineering and Computer Science Department. The UM College of Engineering is consistently ranked as one of the top engineering schools in the country. Further information may be obtained by accessing: <http://www.lib.umich.edu/libhome/humres/VAC-Enginlib.htm>.

**QUALIFICATIONS:** Required: MLS from an ALA-accredited school; bachelor's degree in an appropriate field (e.g., engineering or science) or equivalent experience; two or more years' experience in a research library; experience supporting online catalogs, databases, and Internet resources in a networked environment; excellent oral and written communication skills; ability to work effectively as part of a team of information specialists working with culturally diverse faculty, students, and staff. Desired: An advanced degree in engineering, science, or other relevant area; training or teaching experience.

**RANK:** Rank is anticipated at either Assistant or Associate Librarian depending on experience and qualifications.

**SALARY AND LEAVE:** Final salary dependent on qualifications. (Minimum salary at Asst., \$33,500; at Assoc., \$37,000.) Position receives 24 working days of vacation a year; 15 days of sick leave a year with provisions for extended benefits.

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

**Lucy Cohen**  
404 Hatcher Graduate Library North  
University of Michigan  
Ann Arbor, MI 48109-1205  
**Contact: (734) 764-2546 for further information.**

**APPLICATION DEADLINE:** Applications received by **January 5, 2001**, will be given first consideration.

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

and others to coordinate their needs with the needs of library staff, patrons, services, and operations. Plan, organize, and manage all staff, service, and collection relocations in coordination with appropriate Libraries administrative and supervisory staff. Develop and implement comprehensive communication program to inform Library staff and the University community of construction progress and impacts on operations and services. This is an annually renewable term appointment to include pre- and post-construction responsibilities and is anticipated to be renewed for up to five years. Reports to the Dean of Libraries. Qualifications: ALA-accredited master's degree and minimum five years' experience in large library. Demonstrated strong project management and organization skills. Excellent quantitative, analytical, planning, and writing skills are necessary, as well as strong interpersonal and communication skills. Must be able to exercise considerable initiative and work independently. Understanding of and experience with library operations is mandatory. An understanding of facilities management and construction operations is important. Salary: \$60,000-\$70,000, depending upon experience. Excellent benefits package, including choice of health coverage; choice of retirement programs including TIAA-CREF; no state or local income tax. Library Information: M.D. Anderson Library, the central library,

currently includes 300,000 square feet and houses approximately 1.6 million volumes. The construction project will add 140,000 square feet and include substantial renovation of existing space on the first two floors. The Libraries are a member of the Association of Research Libraries, hold about 2 million volumes, and have a current materials budget of \$4.2 million. Application Deadline: Applications will be accepted until the position is filled. Send letter of application, names of three references, and résumé to: John Lehner, Library Human Resources Director, M.D. Anderson Library, University of Houston Libraries, Houston, TX 77204-2091. The University of Houston is an equal opportunity, affirmative action employer. Minorities, women, veterans, and persons with disabilities are encouraged to apply.

**PUBLIC SERVICES LIBRARIAN, CHIEF.** The Peru State College Library invites applications from service-oriented, energetic, experienced librarians prepared for significant challenging responsibility. Primary duties include planning and implementing user services initiatives, supporting an active information literacy program with a strong electronic resources emphasis for on-campus and extended learning students and faculty, supervising and providing reference and circulation services and activities, providing budget and planning

## SOCIAL SCIENCES LIBRARIAN

### California State University, Sacramento (Re-Advertised)

CSUS seeks a motivated and energetic Social Sciences Librarian. This entry-level, tenure-track faculty position provides substantial opportunity for professional growth and development. The position reports to the Head of Reference and works with the Coordinators for Collection Development and Library Instruction. The Reference Department includes 15 librarians, 6 library assistants, and several part-time librarians and student assistants.

**DESCRIPTION:** Shares responsibility for reference service to students, faculty, and the general public at the Reference Desk; serves as the subject specialist in the following academic programs: Political Science/Government, International Relations, Public Policy, and related subjects; participates in the Library's instruction programs and provides specialized instruction in areas of subject specialty; serves as a resource with appropriate instructional faculty.

**MINIMUM QUALIFICATIONS:** MLS or equivalent degree from an ALA-accredited institution or equivalent international degree (must be completed by August 1, 2000); effective interpersonal skills and the ability to work with faculty and students in a culturally diverse environment; effective oral and written communication skills; ability to work effectively in a team and independently; demonstrated skill in using electronic information resources; knowledge of principles of collection development; demonstrated ability to provide effective public service; degree or significant academic preparation in Political Science/Government, International Relations, or Public Policy. Ability to teach.

**PREFERRED QUALIFICATIONS:** An advanced degree or significant academic preparation in Political Science/Government, International Relations, or Public Policy; experience working at a Reference Desk; demonstrated ability to effectively prepare, deliver, and assess instruction; demonstrated knowledge of Web page and presentation software; knowledge of and an interest in emerging technologies related to the social sciences; familiarity with non-English language(s); knowledge of principles of collection development in Political Science/Government, International Relations, or Public Policy.

**APPOINTMENT:** Probationary, 12-month, tenure-track, entry-level position at the Senior Assistant Librarian rank.

**SALARY RANGE:** \$46,488–\$58,740. Librarians have full faculty status and excellent benefits. Library faculty must demonstrate professional competence, scholarly or creative achievement, and service to the University and community to meet university requirements for tenure and promotion.

**APPLICATION PROCEDURES:** Position is available now. Applications received by **December 7, 2000**, will receive first consideration. Position open until filled. Send a cover letter describing interest and qualifications, a complete résumé, and the names, addresses, phone numbers, and e-mail addresses of three professional references to:

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

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

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

expertise, and serving on college and professional committees. A successful candidate should foster teamwork, possess creative problem-solving skills, have strong organizational and analytical abilities, and engage in professional service activities. Peru State College is beginning a comprehensive library building project, with completion due about 2003. Candidates must have an ALA-accredited MLS degree and three or more years of substantial professional and public service responsibility, preferably in an academic library. Web page management and subject collection development experience very desirable. This is a full-time, year-round professional staff position. Salary Minimum: High \$30s. Start date negotiable, but is available immediately. Review of applications will begin October 23, 2000, and will continue until the position is filled. Send a letter addressing your

qualifications and background for this position, résumé, and names with addresses (including e-mail addresses, if available) and telephone numbers of three current references to: Eulanda Cade, Director of Human Resources, **Peru State College**, P.O. Box 10, Peru, NE 68421. Please visit our Web site at: <http://www.peru.edu>. Peru State College is committed to equal opportunity and affirmative action. Women, underrepresented minorities, and individuals with disabilities are strongly encouraged to apply.

**PUBLIC SERVICES LIBRARIAN.** Illinois Wesleyan University library invites applications for the position of Public Services Librarian, a faculty position beginning in August 2001. IWU is a nationally ranked undergraduate university of 2,000 students that strives to provide high-quality



## UNIVERSITY LIBRARIAN

### Western Washington University

Western Washington University invites applications and nominations for the University Librarian. The University Librarian reports to the Provost/Vice President for Academic Affairs and is responsible for the administration of all library-related activities, including strategic planning and fundraising. The University Librarian is also the University Records Officer and supervises the University Records Center. The University Librarian serves on the Provost's Council and participates in meetings of vice provosts, academic deans, and directors.

We are seeking a librarian with a proven track record of effective leadership and demonstrated knowledge of developments in scholarly communication and information literacy. The University Librarian promotes the enhancement of library information services to support academic programs at a university with a strong teaching mission. The University Librarian advocates the innovative use of electronic technologies, effectively responds to faculty and student constituencies, and understands libraries as vital campus and community resources.

The facilities for WWU Libraries include Mabel Zoe Wilson Library and a branch music library. The dynamic Libraries' faculty and staff play an integral role in the teaching, research, and outreach mission of the university. The Libraries have a collection of 800,000 volumes and an annual budget of \$4.5 million. Staff includes 16 faculty and 43 support staff. WWU is a participant in the Cooperative Library Project consortium of the six public baccalaureate institutions in Washington State.

Western Washington University is a comprehensive university with 12,000 students and 445 faculty in six colleges and the graduate school. The campus, overlooking the San Juan Islands, is located in Bellingham, a coastal community of 60,000 about 90 miles north of Seattle and 55 miles south of Vancouver, B.C.

**REQUIRED QUALIFICATIONS:** An MLS degree from an ALA-accredited program is required. (An additional advanced degree is preferred.) Successful, varied, and progressively more responsible supervisory experience in a university library of similar or larger size; demonstrated experience in managing personnel and budgets; strong organizational skills; a record of innovative and effective leadership; demonstrated experience in integrating instructional technologies with traditional library collections and services; demonstrated knowledge of emerging information resources, information literacy programs, and current issues in scholarly communication; proven ability to communicate effectively and establish productive working relationships with campus and community constituencies; demonstrated commitment to university diversity initiatives, affirmative action, and equal opportunity; record of significant professional accomplishments; and eligibility for appointment to the faculty as a tenured full professor.

Applications received by **December 15, 2000**, will receive full consideration. Send nominations, inquiries, and applications (consisting of a letter of interest, complete curriculum vitae, and names/addresses/telephone numbers of four references):

**Kathleen Kennedy, Chair**  
**University Librarian Search Committee**  
**c/o Bev Jones, Provost's Office**  
**Western Washington University**  
**Bellingham, WA 98225-9033**  
**Fax: (360) 650-7475**  
**E-mail: Bev.Jones@wwu.edu**

*AA/EOE*

*For disability accommodation, call (360) 650-3306 (V); 650-7606 (TTY).*

liberal arts education. The Library is a learning environment that responds to the traditional values of the liberal arts university and to the technological advances of today's society. The library exists to foster the pursuit of knowledge, intellectual and ethical integrity, excellence in teaching and learning, and respect for inquiry and diverse points of view. Library faculty work in a collegial team setting, within the library and campus wide. The Library holds over 273,000 volumes, plus holdings in microforms, periodicals, and government documents. The Ames Library, a new 103,000 square foot library building, will be opening in fall 2001. Responsibilities: This position is responsible for the content development of the library's Web page and digitization projects. An equally important part of this position is the library's outreach program to the university and broader community, including the coordination and

promotion of guest speakers and public events, exhibits, the library newsletter, and the annual book fair. The librarian will also participate in collection development and management of all formats in assigned subject areas, based on strengths and experiences of the successful candidate, discipline-related instructional sessions, and communication with departments concerning library programmatic issues. Required Qualifications: MLS degree from an ALA-accredited library program. Ability to teach concepts of information literacy. Excellent interpersonal, communication, and editorial skills. Interest in innovation and promotion of library technology. Ability to work independently and collegially. Commitment to scholarship and the service role of the library in an academic setting. Preferred Qualifications: Second master's degree in one of the humanities, education, or comparable professional

## ACCESS SERVICES LIBRARIAN

### Oregon Institute of Technology

The Oregon Institute of Technology Library is seeking a versatile, user-oriented Access Services Librarian to manage the operations of Circulation, Interlibrary Loan, Document Delivery, and Reserves. This is a full-time, 12-month, fixed-term position with faculty rank, reporting to the Director of the Library.

**RESPONSIBILITIES:** The Access Services Librarian will supervise one full-time support staff and several student assistant positions. This position will promote cooperation with other libraries, manage relations with commercial document delivery suppliers, and work with other staff to develop policies that improve and enhance access to OIT Library's collections and services. The position includes regularly scheduled reference desk hours, including some evenings and weekends. The Access Service Librarian will actively participate in the library's instructional program. This position will provide leadership in providing and developing service to distance learners and will maintain the Library's Web site. The Librarian will also be responsible for collection development in selected curriculum areas.

**REQUIREMENTS:** Master's degree from an ALA-accredited program or equivalent; strong public service attitude; the ability to work independently and in collaboration with others; excellent oral, written, interpersonal, and public relations skills; demonstrated technical skills related to computer technologies (e.g., searching databases/the internet and basic troubleshooting); flexibility; the capacity to learn quickly and constantly, and the ability to work effectively in a changing environment.

**Preferred:** Supervisory experience; two years' experience in an academic library access services department; familiarity with HTML and Web site management; knowledge of electronic requesting and delivering technologies; experience with Innovative Interfaces and ARIEL technology.

Application review will begin **December 1, 2000**, and continue until position is filled. To apply, send a letter of application, résumé, and the names, addresses, and phone numbers of three professional references to:

**Office of Human Resources - #00-33004  
Oregon Institute of Technology  
3201 Campus Drive  
Klamath Falls, OR 97601**

For further information, contact Tom Leonhardt, Search Chair at (541) 885-1770, or visit OIT's Web site at: [www.oit.edu](http://www.oit.edu).

*OIT is an affirmative action, equal opportunity, ADA employer.*

experience. Experience with Web page development, digitalization projects, and public relations. Rank dependent on experience and education. Tenure track. Twelve-month appointment. TIAA-CREF and other fringe benefits. Screening of candidates will begin immediately and will continue until the position is filled, with appointment expected August 1, 2001. Send letter of application, vita, and three references to: Robert C. Delvin, Chair, Library Faculty Search Committee, Sheean Library, P.O. Box 2899, Bloomington, IL 61702-2899. Visit the library Web site: <http://www.iwu.edu/library> and the University employment page: <http://www.iwu.edu/~iwujobs/>. **Illinois Wesleyan** is an equal opportunity employer and encourages women and minorities to apply.

**PUBLIC SERVICES LIBRARIAN.** Purdue University North Central is seeking a Public Services Librarian who will be responsible for bibliographic instruction, reference, interlibrary loan services, and circulation. Master's of Library Science (ALA-accredited) and one year of professional experience in a public library services operation required. Requires experience with OCLC and other computer-based systems for interlibrary loan services. Excellent written and oral communication skills required with strong service orientation. Knowledge of and experience with information technologies required. Library instruction and supervisory experience preferred. Familiarity with library automation management systems, specifically Voyager preferred. To apply please fax, e-mail, or mail cover letter, résumé, and three references to: **Purdue University North Central**, Sue Miller, 1401 South US Highway 421, Westville, IN 46391. Fax: (219) 785-5540; e-mail: [smiller@purdue.edu](mailto:smiller@purdue.edu). Criminal convictions check will be conducted at date of hire. Purdue University North Central

is an equal opportunity, affirmative action employer and encourages minorities, women, and individuals with disabilities to apply.

**REFERENCE AND GOVERNMENT DOCUMENTS LIBRARIAN.** Illinois Wesleyan University library invites applications for the position of Reference and Government Documents Librarian, a faculty position beginning in August 2001. IWU is a nationally ranked undergraduate university of 2,000 students that strives to provide high-quality liberal arts education. The Library is a learning environment that responds to the traditional values of the liberal arts university and to the technological advances of today's society. The library exists to foster the pursuit of knowledge, intellectual and ethical integrity, excellence in teaching and learning, and respect for inquiry and diverse points of view. Library faculty work in a collegial team setting, within the library and campuswide. The Library holds over 273,000 volumes, plus holdings in full-text electronic resources, microforms, and print periodicals. In addition, Illinois Wesleyan University is a partial (25%) U.S. Government federal depository library. The Ames Library, a new 103,000 square foot library building, will be opening in fall 2001. Responsibilities: This position is responsible for management of the print reference collection and all government documents. An equally important responsibility is library liaison to Business Administration and Economics departments. This responsibility includes collection development and management of all formats in these subject areas, discipline-related instructional sessions, and communication with departments concerning library programmatic issues. Additional responsibilities are based on the strengths and experiences of the successful candidate. Required Qualifications: MLS degree from an ALA-accredited library program.

# MUSIC, DANCE, AND THEATRE LIBRARIAN

## Southern Methodist University Hamon Arts Library

The Music, Theatre, and Dance Librarian is the primary resource for users in the identification, location, use, and interpretation of the Hamon's collections in music, theatre, and dance. Provides basic reference service in the other arts as required. Provides user education in music, theatre, and dance. Prepares paper and electronic handouts and other guides in the use of the Library and its music, theatre, and dance holdings. Responsible for the selection of music, theatre, and dance materials in the Hamon Arts Library. Works closely with the faculty and students in all the arts and provides detailed instruction in library use for specific classes. Assists in the processing and interpretation of the Hamon's special collection.

**QUALIFICATIONS:** Required: Master of Library Science (or the equivalent) from an ALA-accredited program; bachelor's degree in music, theatre, or dance; familiarity with computer-based technology in libraries; good verbal and written communication skills; ability to work effectively with faculty and students. Desired: Master's degree in music, theatre, or dance; knowledge of one or more of the following languages: French, German, or Italian; one or more years of work experience in an academic library (nonprofessional experience acceptable) or archive. Appointment will be at the rank of Librarian I or Librarian II depending upon qualifications and experience. (Salary minimum is \$30,000 annually, commensurate with experience and qualifications.) Application review will begin November 15, 2000. For full consideration, submit cover letter, résumé, and names and addresses of three references postmarked by **November 15, 2000**, to:

**Search Committee  
Job 052146  
Southern Methodist University  
P.O. Box 750232  
Dallas, TX 75275-0232  
or e-mail to: [jobs@mail.smu.edu](mailto:jobs@mail.smu.edu)**

Position open until filled.

SMU offers a comprehensive benefits package including retirement plan with immediate vesting and tuition benefits for employees and their families.

*SMU is an AA/EOE/Title IX employer.*

Experience or coursework in academic reference services. Experience or interest in the management of government publications. Knowledge of print and electronic reference resources in the fields of business and economics. Ability to teach concepts of information literacy. Ability to work independently and collegially. Excellent interpersonal and communication skills, and interest in innovation and adoption of library technology. Commitment to scholarship and the service role of the library in the academic setting. Preferred Qualifications: Second master's degree in business, finance, or economics or comparable professional experience. Rank dependent on experience and education. Tenure track. Twelve-month appointment. TIAA-CREF and other fringe benefits. Screening of candidates will begin immediately and will continue until the position is filled, with appointment expected August 1, 2001. Send letter of application, vita, and three references to: Robert C. Delvin, Chair, Library Faculty Search Committee, Sheehan Library, P.O. Box 2899, Bloomington, IL 61702-2899. Visit the library Web site: <http://www.iwu.edu/library> and the University employment page: <http://www.iwu.edu/~iwujobs/>. **Illinois Wesleyan** is an equal opportunity employer and encourages women and minorities to apply.

**REFERENCE LIBRARIAN (Search Extended).** Provide reference services, including curriculum-integrated BI; collection development, and liaison with faculty in curriculum areas; develop user guides, Web sources; special projects. Required: ALA-MLS, 2-3 years' post-MLS reference experience; excellent research/db skills, instructional and communication skills. Preferred: Experience in automated academic library, second subject master's. Appointment for fall 2000; position will remain open until filled. Tenure-track position, Instructor to Associate Professor rank with minimum salaries of \$43,000-\$53,000. Assistant-Associate Professor rank requires second master's or 30

grad credits beyond the MLS. Excellent benefits, including 44 vacation days, release time. EEO employer. Send letter of interest and curriculum vitae to: Terri Campo, Personnel Department, **Long Island University**, 1 University Plaza, Brooklyn, NY 11201.

**REFERENCE LIBRARIAN.** The University of Central Florida (UCF) Brevard Campus, Cocoa, Florida, is accepting applications for a full-time Reference Librarian position. The UCF Brevard campus collection is located in the Brevard Community College/UCF Joint Use Library in Cocoa through a partnership agreement with Brevard Community College (BCC). Information resources are accessible through WebLIS, the State University online system, and the community college online catalog, LINCCWeb. The UCF main library in Orlando, from which this position is funded, has a materials budget of \$5 million and a collection of 1.3 million volumes. The BCC/UCF Joint Use Library offers a collection of 110,000 volumes. General Description: UCF/Brevard Reference Librarians report to the Brevard Campus Associate Director for Library and Administrative Services. Library faculty participate in reference, collection development, and library instruction activities as part of a team of eight professionals. UCF's branch campus librarians are employees of the University of Central Florida and as such are entitled to all benefits available to state employees. Cocoa, Florida, is located in the heart of Florida's "Space Coast" near Cape Canaveral, the Kennedy Space Center, and the Merritt Island National Wildlife Refuge. Less than an hour's drive to Orlando, Brevard County offers many cultural and recreational opportunities. For more information, visit the UCF Web site: <http://www.ucf.edu> and the BCC Web site: <http://www.brevard.cc.fl.us/>. Responsibilities: Primary responsibilities include participation in a full range of reference, library instruction, and



## TWO POSITIONS AVAILABLE

### Illinois State University Normal/Bloomington Milner Library

Illinois State University's Milner Library offers two openings at the associate dean level. Full-time, 12-month, tenure-track administrative professional positions with faculty rank and tenure that provide varied opportunities for cooperative leadership and professional growth in a newly restructured partnership of governance with library faculty and staff.

**Associate Dean for Services and Collections:** An innovative planner and able facilitator to guide user programs as a service-focused philosophy of the teaching library evolves. Unique responsibilities: Has primary responsibility for the planning, development, and delivery of reference, instruction, circulation, reserve, interlibrary loan, and other end-user services, as well as oversight for the development and evaluation of broad-based, relevant print and online collections. Addresses expanding user needs and expectations, whether on site or online. Works with Milner's Web Editorial Board to bring a clear user focus to Milner's Web presence and image. Spearheads planning for distance education's resource requirements. Unique qualifications: Strong grounding in traditional public services, technical and practical experience in delivering library services in a Web-based environment, willingness to try innovative, creative approaches to library administration and services. Demonstrated record of success in core services skills, including reference, collection development, and instruction; ability to articulate and implement a coherent philosophy of library services; heads Milner's faculty evaluation committee; and serves as library department chair for university purposes.

**Associate Dean for Operations and Facilities:** An enthusiastic, service-oriented technologist and planner who can inform and shape Milner's evolving program of growth as a distinctive teaching library in the 21st century. Unique responsibilities: Has primary responsibility for creating a philosophy and program of access, for the organization of information in all its forms, and for effective delivery of that information to users, regardless of format or method of access. Manages administrative services and building operations. Works with Systems Division to provide a reliable technological backbone for all online services, especially the design and structure of a user-focused Web presence and image. Oversees the intellectual content and mechanical procedures needed to implement a digitization program closely tied to curriculum and collection strengths. Spearheads planning for revitalization and expansion of the library, as well as maximum implementation of a new 79,000 square-foot storage facility. Chairs a library operations team and attends campus facilities meetings. Maximizes opportunities for participation in area and statewide consortial projects. Unique qualifications: Strong grounding in acquisitions and cataloging; technical expertise in online services and

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collection development duties in a fast-paced partnership and branch campus environment with numerous print and electronic reference, document delivery, and interlibrary loan resources. Some travel to Orlando and evening/weekend hours will be required. Qualifications: Required: an ALA-accredited master's in Library Science by December 31, 2000. Desired: Knowledge of, and willingness to work with, automated reference sources in a variety of formats. A commitment to learn and use emerging technologies. Basic information storage and retrieval skills in a Windows environment. The ability to manage diverse assignments. The desire to participate actively in a dynamic instruction program with experience in preparation of instructional materials or tutorials. A commitment to public service and information literacy. Experience or understanding of branch campus and/or partnership environments and distance learning librarianship. A record of professional activities. Flexibility and strong interpersonal, team, and communication skills. Candidates with community college library experience are encouraged to apply. Salary and Rank: Salary commensurate with experience and qualifications. This is a full-time non-tenure-track faculty position with generous benefits. Application Procedures: Send cover letter, résumé, and names, e-mail addresses, and telephone numbers of three professional references by the postmark deadline of December 11, 2000, to: Brevard Librarian Search, Attention: Cynthia Kisby, Personnel Librarian, University of Central Florida Libraries, P.O. Box 162666, Orlando, FL 32816-2666. The cover letter should address specific qualifications and experiences in the area of specialization, as well as required and desired criteria. Finalists will be asked to present a brief library instruction demonstration of their topic during the on-campus interview. Searches are conducted in accordance with the State of Florida sunshine regulations. UCF is an equal opportunity, affirmative action employer.

**REFERENCE LIBRARIAN.** Two tenure-track Instructor/Assistant Professor (12-month) positions. Duties include providing comprehensive reference assistance, one evening per week and rotating weekend hours, bibliographic instruction, and collection development. An ALA-accredited master's degree is required, knowledge of Web page and presentation software preferred. Minimum salary: \$31,500. Applications will be reviewed and accepted until the positions are filled. Send cover letter with current résumé and names/addresses/telephone numbers/e-mail addresses of three professional references to: Ann Holder, Newton Gresham Library, Sam Houston State University, Huntsville, TX 77341-2281. The library's homepage is: [http://www.shsu.edu/~lib\\_wm](http://www.shsu.edu/~lib_wm). SHSU is an EEO/AAEP employer.

**REFERENCE/OUTREACH LIBRARIAN.** The University of Akron-Wayne College is accepting applications for the position of Reference/Outreach Librarian. Wayne College, a regional campus of the University of Akron, is located 30 miles southwest of Akron with over 1,600 students pursuing both pre-baccalaureate and technical programs. This is a 12-month, contract professional position. Job Summary: The Reference/Outreach Librarian plans, coordinates, administers, evaluates, and promotes the library's informational and instructional services for both on-campus and remote library users with an emphasis on proactive development of lifelong learners. Required Qualifications: Master's in Library Science or Masters in Library and Information Science from an ALA-accredited school; at least two years' reference/instruction experience in an academic library; a working knowledge of a variety of print, electronic, and Internet reference resources and of effective online search techniques; experience designing and creating print and Web-based instructional

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applications; awareness of the service implications of traditional and electronic access; willingness to try innovative, creative approaches to library administration, means of access, operations, and services; demonstrated record of success in core bibliographic, access, and administrative skills; experience in workflow and process analysis, budgeting, and planning. Background in working in library consortial environments, hands-on experience in Web design and digitization, and extensive knowledge of current information technologies is important.

**RESPONSIBILITIES OF BOTH POSITIONS:** Supervise and evaluate people, projects, and functions. Represent Milner Library positively on campus and throughout the state. Anticipate academic library trends and needs, particularly in the area of emerging technologies. Negotiate support and cooperation through project goals developed by faculty and staff. With division heads, allocate resources proactively to enhance library functions. Actively seek out grant and fundraising opportunities, encourage research and service, support professional growth, and recognize individual and group achievements.

**REQUIRED GENERAL QUALIFICATIONS:** ALA-accredited master's; completed second advanced degree; minimum five years in progressively more responsible administrative and/or supervisory positions in academic libraries; experience in evaluation, budgeting, and planning. Experience with library consortia important. Excellent interpersonal, written, and oral communication skills are also required. Must be a careful, sympathetic listener with effective problem-solving skills. Flexible in working with a variety of groups. Ability to work collaboratively in a strongly collegial and participative environment, to manage diverse assignments in a rapidly changing organization, and to meet university requirements for tenure, including an established record of scholarship and service. Salary: \$65,000 at associate professor. Twenty-four days' vacation, 12 days' sick leave, 11 paid holidays per year. Self-managed, portable, or state retirement plan. Medical, dental, and life insurance plans. Begin date: April 1, 2001. Deadline: December 1, 2000. To apply: To assure full consideration, submit a letter of application, résumé, and names of three references by **December 1, 2000**, to:

**Associate Dean for Services and Collections Search Committee or  
Associate Dean for Operations and Facilities Search Committee  
(please specify)  
Milner Library  
Illinois State University  
Campus Box 8900  
Normal, IL 61790-8900**

For more information, contact us at [www.mlb.ilstu.edu](http://www.mlb.ilstu.edu).

*Illinois State is an affirmative action/equal opportunity university encouraging diversity.*

informational materials is also required. Excellent written, oral, and interpersonal communication skills. Preferred Qualifications: Reference/instructional experience in a consortial environment. Ability to manage multiple projects simultaneously. Ability to travel to off-campus locations and to work some evenings and weekends. Instructional experience with remote library users and information literacy program assessment experience. Salary: \$32,176-\$35,000 depending on qualifications and experience. Starting Date: January 2001. Application Procedures: Send letter of application referencing the position, résumé, a copy of transcripts for each degree earned, and three recent professional letters of reference attesting to abilities, skills, and accomplishments to: Cathy Cooper, **The University of Akron-Wayne College**, 1901 Smucker Road, Orville, OH 44667. All applications must be postmarked no later than November 20, 2000. The University of Akron is an equal education and employment institution.

**TECHNICAL SERVICES LIBRARIAN, CHIEF.** The Peru State College Library seeks applications from highly motivated, versatile, senior-level candidates prepared to assume the challenging role of Chief Technical Services Librarian. Plan and manage all aspects of technical services including acquisitions, cataloging, database maintenance, management of license agreements, serials management, and materials processing in all formats. Primary duties include administration and supervision of technical services and special collections, implementing new service initiatives, coordination of the Nebraska State College System Innovative Interfaces integrated system on a three-year consortial rotation, providing budgetary and planning expertise, and serving on college and professional committees. Candidates must have an ALA-accredited MLS and three or more years of substantive professional library experience (cataloging and

acquisitions) in an academic library, knowledge of current cataloging standards and national trends in technical services, experience using LC classification, OCLC, and an automated integrated library system. Innovative Interfaces experience, Web page management, subject collection development experience, and professional involvement highly desirable. Peru State College Library is beginning a comprehensive library building project to expand its library and services, with completion due about 2003. This is a full-time, year-round professional staff position. Salary Minimum: High \$30s. Start date is negotiable. Review of applications begins October 23, 2000, and will continue until the position is filled. Send a letter addressing your specific competencies for this position, résumé, and the names, addresses (including e-mail addresses, if available), and telephone numbers of three current references who are knowledgeable about your professional skills and abilities to: Eulanda Cade, Director of Human Resources, **Peru State College**, P.O. Box 10, Peru, NE 68421. Please visit our Web site at: <http://www.peru.edu>. Peru State College is committed to equal opportunity and affirmative action. Women, underrepresented minorities and individuals with disabilities are strongly encouraged to apply.

**TECHNICAL SERVICES LIBRARIAN.** State University of New York College at Cortland is seeking a librarian to lead the day-to-day activities of technical services and participate in cataloging, acquisitions, and serials activities. Participates in reference and may participate in collection development activities. Salary and academic rank commensurate with experience. Required Qualifications: ALA-accredited MLS degree; familiarity with LCSH or RLIN, AACR2, OCLC, and LC classification tools. Preferred Qualifications: Second master's degree; experience in

# HEAD, SCIENCE AND ENGINEERING DIVISION

## University of Utah Marriott Library

**General Description:** To lead the Science and Engineering Division, the Marriott Library is seeking a librarian with a strong commitment to user services, experience in building print and electronic collections, experience with resources and services for science and engineering disciplines, enthusiasm for teaching, knowledge of applications of new technologies, and a user-centered and imaginative vision for the future.

Reporting to the Assistant Director for Public Services, the Head of the Science and Engineering Division will provide leadership for the division and take an active, collaborative leadership role in the innovation, planning, development, and provision of library-wide services.

The Head will coordinate and deliver a wide range of user support, including reference desk, consultation, and electronic reference services, and will participate in a growing program of user education. The Head will also participate in collection development, develop strong partnerships with faculty and academic departments, teach library users, and lead the planning and activities of three librarians, two full-time classified staff, and two part-time employees. The Head of Science and Engineering is a participant in the Marriott Advisory Council leadership team and contributes to library-wide planning, development, and delivery of services and resources.

The Science and Engineering Division is an important component of the library's Public Services Department, which also includes General Reference, Documents/Microforms, Fine Arts and Architecture, Instruction, Circulation, the Curriculum Library, the Technology Assisted Curriculum Center, and the Multimedia Center.

### QUALIFICATIONS:

**Required:** Graduation from an ALA-accredited graduate school. Five years' relevant professional librarian experience, such as public service, collection development, instruction, or digital library work. Demonstrated commitment to promoting and providing outstanding user-centered service. Demonstrated excellent interpersonal, oral, and written communication skills. Bachelor's degree in a science or engineering discipline or full-time experience in a science or engineering library. At least one year of successful experience supervising full-time employees. Ability to articulate a vision for science and engineering services and resources. Willingness to work and lead in a dynamic, flexible, changing library environment. Willingness to take an active role in supporting the teaching mission of the library. Ability to meet the university's requirements for promotion and tenure.

**Preferred:** Experience in library instruction. Bachelor's degree in a physical science or an advanced degree in a science or engineering field. Knowledge and experience with applying emerging digital technologies to the instructional and research mission of the library. Additional years of supervisory experience.

**SALARY:** Minimum of \$48,000 depending on qualifications. Excellent benefits worth approximately 33% of salary.

The Marriott Library is an ARL library with holdings of more than 2.5 million volumes, access to 4,500 electronic journals, and a considerable number of other networked electronic resources. The University of Utah, with 26,000 students, is situated on a 1,500-acre campus in Salt Lake City, offering excellent cultural, entertainment, and outdoor recreation activities. The Salt Lake City metro area was recently rated as the #1 place to live in *Places Rated Almanac*.

**APPLICATION PROCEDURES:** Send a detailed letter of application addressing how your experience matches the stated qualifications, a résumé, and names, addresses, phone numbers, and e-mail addresses of three references to:

**Kristeen Arnold, Human Resource Officer  
327 Marriott Library  
295 South 1500 East  
Salt Lake City, UT 84112-0860**

Applications received by **January 12, 2001**, will be given full consideration.

*The University of Utah is an equal opportunity, affirmative action employer.  
We encourage applications from women and minorities and provide reasonable accommodations  
to known disabilities of applicants and employees.*

## JAPANESE LANGUAGE MATERIALS LIBRARIAN

### University of Michigan Asia Library

The Asia Library is a subject library in the Public Services Division of the University of Michigan Library system. It supports the research and teaching of East Asian Studies in the University of Michigan community. It serves also as the central processing unit for the cataloging of print materials and electronic information sources in the Chinese, Japanese, and Korean language acquired by the University of Michigan Library system. The Library maintains one of the most comprehensive research collections on Asian Studies outside of Asia. Its holdings include more than 600,000 volumes, mostly in Chinese and Japanese, 70,000 microforms, and 250 CD-ROM titles. The library's "state-of-the-art" CJK (Chinese-Japanese-Korean) Computing Facilities provides OCR, handwriting, and voice recognition systems, machine translation, and connectivity to numerous Asian research databases. Further information may be obtained by accessing: <http://www.lib.umich.edu/libhome/humres/VAC-Japanese.htm>.

**DUTIES:** Under the direction of the Coordinator of Technical Services, Asia Library, performs original cataloging, copy cataloging, and record maintenance for Japanese materials. The incumbent also performs public services and assists in the development of electronic resources and services as related to East Asian Studies.

**QUALIFICATIONS:** Required: ALA-accredited MLS. Proficiency in both Japanese and English language skills. Demonstrated oral and written communication skills. Proficiency in library-related computer applications and skills. Demonstrated ability to work effectively with culturally diverse faculty, students, and staff. Desired: Substantial knowledge of East Asian Studies as an academic discipline. Some professional work experience in an American research library. Knowledge of current Japanese Studies electronic resources.

**RANK:** Rank is anticipated at either Assistant or Associate Librarian depending on experience and qualifications.

**SALARY AND LEAVE:** Final rank and salary dependent on qualifications and experience. (Minimum salary at Assistant is \$33,500; at Associate, \$37,000.) Professional positions receive 24 working days of vacation a year; 15 days of sick leave a year with provisions for extended benefits.

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

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

**Contact: (734) 764-2546 for further information.**

**APPLICATION DEADLINE:** Applications received by **November 30, 2000**, will be given first consideration.

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

library technical services including internships; cataloging experience; familiarity with acquisitions procedures and library automation; familiarity with spreadsheets and budgeting; supervisory experience. Review of applications will begin November 6, 2000, and continue until the position is filled. Submit letter of application, résumé, and the names, addresses,

and phone numbers of three references to: Gail Wood, Director of Libraries, **SUNY Cortland**, P.O. Box 2000, Cortland, NY 13045. SUNY Cortland is an AA/EEO/ADA employer. We have a strong commitment to the affirmation of diversity and have interdisciplinary degree programs in the areas of multicultural studies.

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## HEAD, ACCESS AND DELIVERY SERVICES

### University of Richmond Libraries

The University of Richmond invites applications for a new position in its Boatwright Memorial Library. This position will be responsible for planning, personnel, supervision, and day-to-day operations of circulation, reserve, interlibrary loan, and document delivery services; coordination of circulation and ILL policies and practices with other campus libraries. Will play an important role in implementing a new integrated library system (not yet selected), including electronic reserves. Planning is underway for expansion and renovation of the library; the head of ADS will have the rare opportunity to help design the physical environment for 21st century access services.

**QUALIFICATIONS:** ALA-accredited MLS degree; 3-5 years' professional experience, including supervisory responsibility, in the areas of circulation/reserve, ILL, and document delivery services. Knowledge of library systems, creative problem-solving skills, effective oral and written communication skills required. Knowledge of copyright issues highly desirable.

**CONTACT:** Applications received by **November 20, 2000**, will receive first consideration. Applicants should submit a letter of application and résumé to:

**Human Resource Services  
Attn: Janet Ragusa  
University of Richmond  
Richmond, VA 23173  
E-mail: [urjobs@richmond.edu](mailto:urjobs@richmond.edu)  
Fax: (804) 287-1282**

*The University of Richmond is an equal opportunity employer.*

## Late Job Listings

### **ASSISTANT DIRECTOR FOR PROJECTS AND SERVICES, DIGITAL LIBRARY PROGRAM.**

Indiana University (IU) Libraries, Bloomington. Responsible for coordinating projects and services of the Digital Library Program (DLP) throughout the IU system. Assists the Director with budgeting for DLP, including preparation of budgets and monitoring them throughout the year. Oversees planning activities for DLP. Develops digital library projects and identifies funding for them, both internally and externally. Writes grant proposals for DLP projects and contributes to proposals that have digital library components developed by other administrative units. Coordinates activities of Digital Library Program project managers. Supervises Digital Media Specialist and Digital Media and Image Center (DMIC). Oversees metadata activities in DLP, working with Technical Services and DLP staff. Works with Head of LETRS (Library Electronic Text Resource Service) to coordinate projects involving electronic text. Plans and implements informational and educational programs for IU staff on digital library topics. Coordinates development of DLP Web site and project Web sites. Qualifications: MLS or MIS from ALA-accredited library school or comparable experience. Experience in academic research library required. Experience writing grants. Experience planning and implementing digitization projects and other digital library projects. Supervisory experience preferred. HTML experience required; other technology experience strongly desired, including some of following: SGML/XML, work with metadata, digital imaging, digital audio/video, and computer programming. Demonstrated ability to work in collaborative environment is required. Degree or coursework in educational technology or related discipline helpful. Salary and Benefits: Salary and rank negotiable and competitive dependent upon qualifications and experience. This is a tenure-track academic appointment that includes eligibility for sabbatical leaves. Benefits include university health care plan, TIAA/CREF retirement/annuity plan, group life insurance, and liberal vacation and sick leave. To Apply: Send letter of application, professional vita, and the names, addresses, and phone numbers of four references to: Yolanda Cooper-Birdine, Libraries Human Resources Officer, **Indiana University Libraries**, Main Library C-201A, 1320 East Tenth Street, Bloomington, IN 47405-3907. Phone: (812) 855-8196; fax: (812) 855-2576; e-mail: [ycooperb@indiana.edu](mailto:ycooperb@indiana.edu). Review of applications begins November 20, 2000, continues until position is filled. For further information concerning Indiana University: <http://www.iub.edu>. Indiana University is an affirmative action/equal opportunity employer.

## SCIENCE LIBRARIAN

### Bowdoin College

The Bowdoin College Library seeks a visionary individual to bring creative leadership to the Hatch Science Library, a premier liberal arts college science library. Built 10 years ago as a free-standing building, Hatch now is a component of a new science complex, which represents a recent investment of \$31 million in science facility construction and renovations.

Hatch serves Biology, Chemistry, Computer Science, Environmental Studies, Geology, Mathematics, Neuroscience, Physics and other departments and offers generously supported collections, which include 92,545 volumes, nearly 500 current periodicals, approximately 200 full-text science journals, and a broad array of electronic reference services.

The Science Librarian develops programs, reference and instructional services, and collections including print and electronic resources, to meet the research and curricular needs of students and faculty in the sciences, and is a member of the main library's service-oriented reference team. Consults closely with and serve as liaison to science departments. Also serves as an advocate for emerging technologies in the delivery of information to support teaching and research at Bowdoin, with particular emphasis to support of the sciences, mathematics, and computer science.

**REQUIREMENTS:** Education: MLS from ALA-accredited library program. Degree in Biology, Chemistry, Environmental Studies, Geology, Neuroscience, Physics, Mathematics, Computer Science, or other science discipline highly desirable.

**EXPERIENCE:** Three to five years' experience providing reference services and individual and group instruction in an academic or special science library. Increasing administrative responsibilities and evidence of experience with staff supervision, project management, planning and implementing electronic reference services, and use of Innovative Interfaces or comparable automated library system.

**SKILLS:** In-depth knowledge of science research collections, bibliographic tools, and information research strategies. Demonstrated skills searching bibliographic databases and using a broad range of electronic reference services, and in-depth knowledge of emerging technologies to deliver electronic reference service and full-text journals. Outstanding communication, interpersonal, supervisory, and team-building skills. Creative problem-solving abilities and initiative. Excellent planning, organizational, managerial, project management, and analytical skills. Strong computer skills with knowledge of HTML, Web editor tools, and electronic applications for design of reference and bibliographic instructional programs preferred. Commitment to quality public services.

Founded in 1794, Bowdoin College is a highly competitive liberal arts college of 1,600 students, located in mid-coastal Maine, 30 miles north of Portland and two and a half hours north of Boston. Competitive salary and benefits. Applications accepted until position filled, with first consideration given to those received by **November 10, 2000**. Please submit a letter of interest, résumé, and names and telephone numbers of three references to:

**Manager of Employment  
Bowdoin College  
Human Resources Department  
3501 College Station  
Brunswick, ME 04011-8246**

*Bowdoin College is committed to equal opportunity through affirmative action.  
Women and members of minority groups are encouraged to apply.*

**DIRECTOR OF THE LIBRARY.** Wilmington College invites applications for the Director of Watson Library. Wilmington College, founded in 1870 by the Religious Society of Friends, is a four-year, career-oriented, liberal arts college centrally located within one hour of Cincinnati, Columbus, and Dayton. Successful applicants must have an MLS with a minimum of 3-5 years of related experience, preferably including technology in academic libraries. The applicant will supervise a staff of seven, prepare and monitor the annual budget of \$200,000, oversee the continued development of library technologies, participate in library instruction and reference service in rotation, and play a role in college administration and governance. Send vita and cover letter describing your vision of libraries and technology in today's liberal arts college to: Office of Human Resources, **Wilmington College**, 251 Ludovic Street, Pyle Box 1187, Wilmington, OH 45177. Review of credentials will begin November 8, 2000. EOE/AA.