

ment made with the University. Zenith has donated an additional fifty Zenith-150 machines which will be placed in the Undergraduate Library's Microcomputer Center jointly operated by the Library and the Computer Center. Michigan plans to use its microcomputer network for word processing, electronic mail, and electronic conferences for staff to discuss issues and assist each other in using the machines more effectively.

The Library expects that the enhanced communication capability will help tie together its geographically distributed staff. The availability of word processing and editing capabilities will provide critical support for writing and maintaining files of written material. Branch libraries will be

able to access the Library's holdings. The Library hopes to evaluate the impact of the deployment of microcomputers among staff. Such a study might identify specific characteristics of the changes taking place in the library environment.

• The University of Missouri Libraries have installed an online catalog on campuses in Columbia, Kansas City, Rolla, and St. Louis. The catalog, called LUMIN (Libraries of the University of Missouri Information Network), is based on software developed by the Washington Library Network. The WLN software was modified to operate as a user-friendly public access catalog. Missouri is also planning to acquire a Biblio-Techniques circulation system. ■■



# PUBLICATIONS

• Administration, Personnel, Buildings and Equipment: A Handbook for Library Management, by David F. Kohl (304 pages, January 1985), describes the central findings of 800 survey articles relating to these topics that have been drawn from library literature in the years 1960-1983. The findings are grouped into 164 topical categories and listed chronologically by type of library—academic, public, special, and school. Copies may be ordered for \$35 from ABC-Clio Information Services, P.O. Box 4397, Santa Barbara, CA 93103. ISBN 0-87436-431-0.

• American Family, a monthly newsletter on family policy and programs published by the Youth Policy Institute, offers in-depth features on current trends in family studies, extensive coverage of federal legislation, annotated bibliographies of relevant books, articles, and reports, and up-to-date news on people, organizations, and meetings. In 1983 the newsletter won a National Council on Family Relations commendation for coverage. The annual subscription is \$55. Write American Family, Youth Policy Institute, St. John's Hall, Cardinal Station, Washington, DC 20064.

• Automation and Reorganization of Technical and Public Services, SPEC Kit #112 (95 pages, March 1985), contains the results of a survey to determine the extent to which research libraries have reorganized staff and the role played by automation in planning organizational change. The 14 documents included are program descriptions, organization charts, recommendations, and job de-

scriptions. SPEC kits are available by subscription from SPEC, Office of Management Studies, ARL, 1527 New Hampshire Ave., N.W., Washington, DC 20036. Individual kits are \$20 postpaid.

• The Bancroft Library Guide to the Book Artifacts Collection, by Flora Elizabeth Reynolds (48 pages, 1985), describes the Library's collection that documents the development of writing and printing. The classification and organization scheme is outlined in the guide, which also features illustrations of some of the printing artifacts and type ornaments. Copies are \$5 and may be ordered from Anthony Bliss, Rare Book Librarian, Bancroft Library, University of California, Berkeley, CA 94720.

• The Barchas Collection: The Making of Modern Science (89 pages, 1985) describes the Stanford University Library's collection of scientific works in the history of science and ideas which includes 2,000 rare books and pamphlets dating from the 15th through the 20th century. The works featured were selected for an exhibition held early this year to dedicate the Samuel I. and Cecile M. Barchas Room and the acquisition of the Barchas collection. Copies are available for \$14 from the Publication Sales Office, Green Library, Stanford University, Stanford, CA 94305. ISBN 0-911221-03-4.

• Black Studies: A Catalog of Selected Doctoral Dissertation Research (34 pages, 1985) contains citations to 1,744 dissertations and theses published between 1979 and 1984 which are available from University Microfilms International in microform

and paper copies. Among the categories included are folklore, language and literature, urban and regional planning, women's studies, and history. The catalog is available free from UMI, 300 N. Zeeb Rd., Ann Arbor, MI 48106; (800) 521-0600.

• *Catalogue collectif des impressions québécoises 1764-1820*, by Milada Vlach and Yolande Buono (446 pages, Winter 1984), records 1,115 monographs produced after the introduction of the printing press in Quebec in 1764 and before 1820. All are held by large libraries in the province. The catalogue includes more than 90% of the printed editions of this period: books, brochures, government publications, sale catalogs, commercial announcements, and public notices. Handwritten documents are not included. Copies may be ordered for \$40 from Les Publications du Québec, La Direction de la Commercialization, Ministère des Communications, Case postale 1005, Québec, G1K 7B5, Canada. ISBN 2-551-08919-0.

• *Cataloging of Audiovisual Materials: A Manual Based on AACR2*, compiled by Nancy B. Olsen (320 pages, 1985), is an updated edition of the manual first published in 1980, with many more illustrated examples of how to catalog all types of audiovisual resources. New formats described in this edition are microcomputer software, video games, study prints, activity cards, duplicating masters, and audiovisual serials. An appendix with 100 pages of OCLC worksheets that supply complete cataloging information for examples in the manual is available separately for \$10. The manual itself costs \$34.50 and may be ordered from the Minnesota Scholarly Press, Box 224, Mankato, MN 56001.

• *A Chronological Subject Guide to American Heritage*, edited by John A. Garraty (69 pages,

April 1985), covers 30 years of the magazine's editorial content, listed by topic within major periods of American history. The guide was last updated in 1967. Copies may be obtained (hardback \$10.95, soft cover \$7.95) from American Heritage Press, 10 Rockefeller Plaza, Dept. CSG, New York, NY 10020.

• *Command Language and Screen Displays for Public Online Systems* contains the proceedings of a meeting held March 29-30, 1984, in Dublin, Ohio, sponsored by the Council on Library Resources to consider formulating standards for online public access systems in libraries. The monograph is available for \$4 (prepaid only) from Command Language, Council on Library Resources, 1785 Massachusetts Ave., N.W., Washington, DC 20036.

• *Evaluation of Reference Services*, edited by Bill Katz and Ruth A. Fraley (334 pages, 1984), contains chapters on evaluating reference librarians and reference sources as well as the entire reference operation. This volume is a reprint of the Fall/Winter 1984 issue of Haworth's *The Reference Librarian*. Copies may be ordered for \$29.95 from Haworth Press, 28 E. 22d St., New York, NY 10010. ISBN 0-86656-377-6.

• *The French Company Handbook 1985* (5th ed., 200 pages) contains current information on 84 of the most important French companies, industry-by-industry evaluations, an introduction to the Paris stock exchange, general business and financial information on France, and a practical dictionary of English-French business and financial terms. Each of these annual editions contains very useful descriptions of company highlights and trends for the year immediately preceding. Copies of the 1985 edition are available for \$42 from Ad-

---

## Choice's annual top choices

*Choice* magazine published the 21st annual list of "Outstanding Academic Books and Nonprint Materials" in its May 1985 issue. The 1984-85 list includes 603 titles selected from over 6,500 reviews published in the March 1984 through February 1985 issues. The breakdown of the 603 titles is: 570 books from 186 publishers and 33 nonprint titles (11 of which are microcomputer software packages) from 28 producers. *Choice's* "Outstanding" list ranges between 8% and 9% of the total number of titles reviewed annually.

The actual selections are made by *Choice* subject editors based on the reviewer's opinion of the book; final selections are reviewed by the editor. *Choice* reviewers are teaching faculty and librarians in North American institutions. The selection criteria include the importance of the work compared with other literature in the field, whether the material is

the first of its kind published in book form or otherwise unique or definitive, whether the work is of value to undergraduate students or essential in building library collections.

*Choice* publishes the list as a service to collection development and acquisitions librarians who are looking for the best books in an area to add to their libraries' collections. *Choice's* list meets this information need beginning with title identification. The list is also a tribute to quality scholarly publishing in the United States today.

Reprints of *Choice's* "Outstanding Academic Books and Nonprint Materials" list are available for \$2 each, prepaid, from the *Choice* Editorial Offices, 100 Riverview Center, Middletown, CT 06457. Copies will also be available at the ALA Annual Conference in July. ■ ■

dor Associates, Box 2128, Westport, CT 06880.

• *A Handbook of Software Development and Operating Procedures for Microcomputers*, by Paul Holliday (181 pages, January 1985), describes procedures that can be followed with personal computers and microcomputers using floppy disks or cassettes as mass storage devices that may avoid total disaster if a power loss occurs or a disk or diskette goes bad. The author shows system users how to provide consistent backup methods and offers a tested scheme for maintaining configuration control of disks. Examples use the CP/M (1) operating system. The book costs \$24.95 and is published by Macmillan, 866 Third Ave., New York, NY 10022. ISBN 0-02-949510-5.

• *Hebrew Incunabula, Mendel Gottesman Library, Yeshiva University*, by Gershon Cohen (135 pages, 1984), describes the 29 titles (40 volumes) of Hebrew incunabula owned by the University. The descriptions include bibliographical and historical information about each book, as well as a short survey of its contents and comparison with other extant copies. The catalog, which is primarily written in Hebrew, contains introductory material and a full listing of the incunabula in English, and is illustrated with 37 photographs. The catalog costs \$29.50 and may be ordered from Ktav Publishing, 900 Jefferson St., Hoboken, NJ 07030-7205.

• *Herb Lubalin: Art Director, Graphic Designer and Typographer*, by Gertrude Snyder (184 pages, May 1985), is a retrospective look at one of the most influential American graphic designers. Lubalin, whose innovative graphics were a feature of such magazines as *U&Lc*, *Avant Garde*, and *Eros*, also designed ads for CBS TV and Radio, ads for Land Rover, covers for *Saturday Evening Post*, book jackets, movie promotions, and package designs

### New directory of curriculum materials centers

The second edition of the *Directory of Curriculum Materials Centers* has been published by ACRL for the Curriculum Materials Committee of ACRL's Education and Behavioral Sciences Section. Compiled by Lois J. Lehman and Eva L. Kewitt of CBN University Library, the directory contains data on 170 curriculum materials centers. Each entry contains an address for the institution, the name of the librarian in charge, a brief description of the center, its holdings, the classification system used, number of staff, loan policy, hours open, cooperative affiliation, materials budget, and special collections. The directory (196 pages) is available at \$15 for ACRL members and \$20 for non-members from ACRL/ALA, 50 E. Huron St., Chicago, IL 60611. Prepaid orders include postage and handling; an additional charge will be applied to orders that are invoiced.

for Mennen deodorant, Bazooka bubble gum, Eve cigarettes, and Dr. Brown's soda. The 360 illustrations of Lubalin's designs show how pervasive his style has been. Copies may be ordered for \$39.95 from American Showcase, 724 Fifth Ave., New York, NY 10019. ISBN 0-931144-28-0.

• *International Expertise in American Business*, by Stephen J. Kobrin (59 pages, 1984), is the result of a study commissioned by the Institute of International Education to explore what kind of expertise U.S. managers consider valuable in doing their jobs and how they acquired it. Key managers at 202 Fortune 500 firms were among those queried. The study will be useful for business students planning a career in international business. Single copies may be ordered free of charge from the Communications Division, Institute of International Relations, 809 United Nations Plaza, New York, NY 10017. ISBN 87206-132-9.

• *John Updike: An Exhibition*, by Pat Bozeman (22 pages, 1985), commemorates the exhibition of Updike materials at the M.D. Anderson Library at the University of Houston in March-May 1985. The catalogue includes first and later editions, foreign editions, broadsides, private press books, film-related posters and photographs, and author-designed dust jackets. It may be obtained for \$5 from the Friends of the Libraries, University of Houston-University Park Libraries, University Park, Houston, TX 77004.

• *Journal Instructions to Authors: A Compilation of Manuscript Guidelines from Education Periodicals*, edited by Barbara A. Parker (617 pages, 1985), contains guidelines for authors and style sheets from nearly 500 journals dealing with topics of interest to professional educators. A few titles in library literature are included but by no means all. Copies may be ordered for \$30.50 from PSI, Box 4579, Annapolis, MD 21403. ISBN 0-918231-00-0.

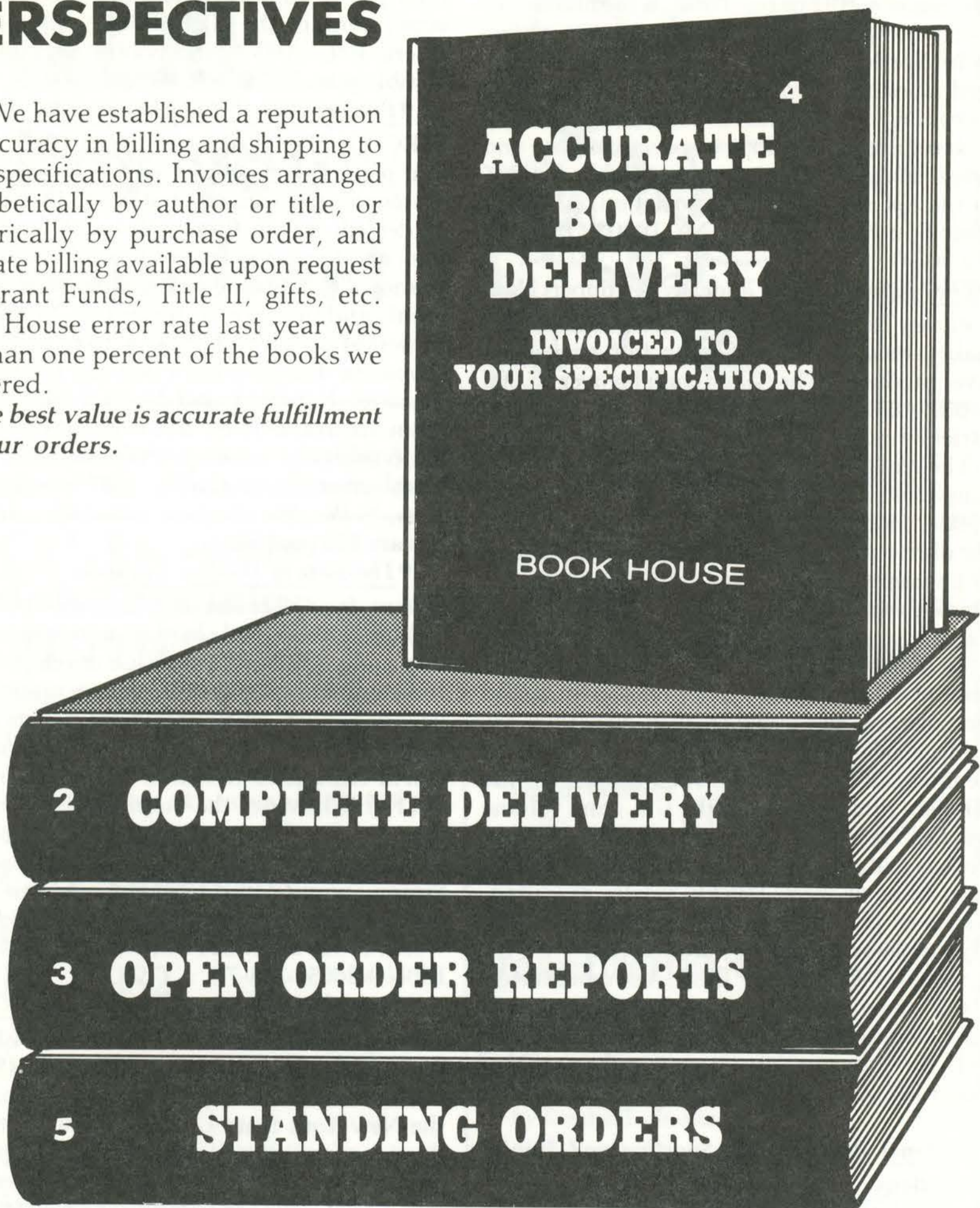
• *The Literature of the Life Sciences: Reading, Writing, Research*, by David A. Kronick (219 pages, April 1985), describes how to use and evaluate the major print and online information sources by comparing their scope, coverage, currency, format, authority, and access points. This is the first title in the Institute for Scientific Information Press *Library and Information Science Series*. Copies are \$29.95 and may be ordered from ISI, 3501 Market Street, Philadelphia, PA 19104. ISBN 0-89495-045-2.

• The 10th edition of *The Making, Shaping and Treating of Steel* (ca.1600 pages, 1985) has been published by the Association of Iron and Steel Engineers. Last updated in 1971, this work has been the standard manual of the steel industry for many years. The revisions were made both by the Association and the U.S. Steel Corporation, with the assistance of Carnegie-Mellon University. Particularly significant new information is included on continuous casting, ladle metallurgy, electric furnace operation, and electrogalvanizing. The vol-

# ACQUISITION PERSPECTIVES

**4.** We have established a reputation for accuracy in billing and shipping to your specifications. Invoices arranged alphabetically by author or title, or numerically by purchase order, and separate billing available upon request for Grant Funds, Title II, gifts, etc. Book House error rate last year was less than one percent of the books we delivered.

*The best value is accurate fulfillment of your orders.*



**CALL TOLL-FREE  
TODAY**

1-800-248-1146

In Canada & Michigan  
CALL COLLECT (517) 849-2117

OCLC Vendor No. 17397

SAN 169-3859

**the  
BOOK  
HOUSE**

**JOBBERS SERVING LIBRARIES WITH  
ANY BOOK IN PRINT SINCE 1962  
208 WEST CHICAGO STREET  
JONESVILLE, MICHIGAN 49250**

ume costs \$125, plus \$6 for UPS shipping, and may be ordered from AISE, Suite 2350, Three Gateway Center, Pittsburgh, PA 15222.

• *Map Collections in the United States and Canada*, edited by David K. Carrington and Richard W. Stephenson (192 pages, 1985), is the fourth edition of a comprehensive directory to map collections in North America. The 804 entries are arranged alphabetically by state or province. Each entry contains all pertinent information, including area specialization, subject specialization, and copying facilities. Copies are available for \$35 from the Special Libraries Association, 235 Park Avenue South, New York, NY 10003. ISBN 0-87111-306-6.

• *The Motion Picture Guide*, by Jay Robert Nash and Stanley Ralph Ross (10 volumes, 1985), is unarguably the most comprehensive film encyclopedia ever produced. The *Guide* contains over 25,000 in-depth qualitative synopses of all films released theatrically in the U.S. since motion pictures began. The synopses are arranged alphabetically and accompanied by a 1-5 star rating system, the year of release, country of origin, running time, producing or distributing company, complete cast listing with character names, credits for creative and technical personnel, genre category, MPAA rating, and a more specific rating code devised by the authors to indicate suitability for children. The first volume (A-B) containing 2,796 entries for sound motion pictures was issued in April; the others are slated to appear by the end of the year. Volume 8 will contain all 1984 releases; volume 9 will profile 3,500 silent films released in the U.S.; and volume 10 will include indexes for actors and actresses, variant titles, and subject and theme breakdowns. No X-rated films or made-for-TV movies are listed. The authors plan to keep the set up-to-date with yearly supplements and they are also projecting future volumes on foreign films, documentaries, shorts, TV movies, serials and newsreels, and a 10-volume biographical encyclopedia of all film personnel. For information on cost, contact CineBooks, 6135-A N. Sheridan Rd., Chicago, IL 60660.

• *National Recreational, Sporting and Hobby Organizations of the United States 1985* (5th ed., 136 pages) lists over 2,150 national organizations that serve the recreational and avocational interests of Americans, from actors clubs to yachting. Entries include address and telephone number, contact person, membership, staff and budget size, dues and membership requirements, publications, and a descriptive historical note. Indexes by subject, geographic location, and budget level provide access. Copies are \$30 and may be ordered from Columbia Books, 1350 New York Ave., N.W., Suite 207, Washington, DC 20005. ISBN 0-910416-53-2.

• *The NEH Overview of Endowment Programs 1985-86* is a reference guide that introduces all the

National Endowment for the Humanities programs to both the first-time and frequent grant-seeker. The guide explains how to apply for grants, who is eligible, and how applications are evaluated. A list of all the state humanities councils and their phone numbers is also provided. For a free copy, contact the NEH Public Affairs Office, Room 409, 1100 Pennsylvania Avenue, N.W., Washington, DC 20506; (202) 786-0438.

• *Preservation Education in ARL Libraries*, SPEC Kit #113 (110 pages, April 1985), contains four preservation-related policy statements, 32 examples of staff training materials, 14 examples of reader education, 6 examples of donor information, and 4 descriptions of exhibits from research libraries. The kit was developed partially to supplement and update a Resource Notebook on Preservation published as a part of the NEH-sponsored Preservation Planning Program. The Resource Notebook and Manual from that program are available for \$45 from OMS. SPEC kits are available by subscription from SPEC, Office of Management Studies, ARL, 1527 New Hampshire Ave., N.W., Washington, DC 20036. Individual kits are \$20 postpaid.

• *The State of Western European Studies: Implications for Collection Development* (273 pages, 1984) contains useful chapters on trends in scholarship and publishing, collection development, and bibliographic control of European materials. The volume is a collection of selected papers from the Symposium on Western European Studies and North American Research Libraries held May 8-11, 1983, under the auspices of the European Area Studies Center at the University of Minnesota, and has already been published as the Spring/Summer 1984 issue of *Collection Management*. Copies may be ordered for \$29.95 from Haworth Press, 28 E. 22d St., New York, NY 10010. ISBN 0-86656-354-7.

• *A Study of Impact of Technological Change in Library Service Facilities*, by Ben-Ami Lipetz and Peter J. Paulson (31 pages, October 1984), describes the changes in public catalog use patterns at the New York State Library following the introduction of online subject searching capability. Users and their behavior were studied by identical observational methods before the installation of an online subject catalog and then again afterward for an extensive period after installation. The research was partially supported by a grant from the faculty/librarian cooperative research program of the Council on Library Resources. The report costs \$4 and is available from the Director, New York State Library, Cultural Education Center, Albany, NY 12230.

• *WCW & Others*, edited by Dave Oliphant and Thomas Zigal (128 pages, 1985), is a collection of short essays on William Carlos Williams and his association with Ezra Pound, Hilda Doolittle, Marcel Duchamp, Marianne Moore, Emanuel Ro-

# ACRL has your Number!



Statistical publications from the Association of College and Research Libraries can help your library to plan, budget, evaluate services, and conduct research.

## ACRL University Library Statistics 1983-1984

1985, 55p.

Data from 86 non-ARL university libraries in the United States and Canada.

ACRL members, \$12; non-members, \$15.

ISBN 0-8389-6892-9.

## ACRL University Library Statistics 1981-1982

1983, 55p.

ACRL members, \$12; non-members, \$15.

ISBN 0-8389-6596-2.

## ACRL University Library Statistics 1978-1979

1980, 47p.

ACRL members, \$5; non-members, \$7.50.

ISBN 0-8389-6739-6.

## Library Statistics of Colleges and Universities 1982 Institutional Data

1984, 177p.

Includes statistics on over 3,000 academic libraries surveyed by the National Center for Education Statistics.

ACRL members, \$12; non-members, \$16.

ISBN 0-8389-6640-3.

## Quantitative Criteria for Academic Research Libraries

By Kendon L. Stubbs.

1984, 135p.

Using data from almost 3,000 academic libraries, this book attempts to answer the question, "What is an academic research library?" In tables arranged by state, each institution is ranked by a component score.

ACRL members, \$15; non-members, \$19.

ISBN 0-8389-6788-4.

Association of College & Research Libraries  
50 East Huron Street  
Chicago, IL 60611-2795  
(312) 944-6780

mano, Wallace Stevens, and Louis Zukovsky. Four of the essays were first presented as the William Carlos Williams Centenary Lectures, given at the University of Texas Harry Ransom Humanities Research Center in 1983. Copies may be ordered for \$13.95 from the Center, University of Texas at Austin, Box 7219, Austin, TX 78713. ISBN 0-87959-103-X.

• *The Western Directory of Women's Organizations* (72 pages, Fall 1984) lists nearly 1,000 professional, political, employee and civic groups, and

women's centers and commissions in eight western states. The directory includes contact names, addresses, and telephone numbers for each group, and a section new to this edition lists all state Commissions on the Status of Women in the U.S. The arrangement is by city within each state. Published with updated information each fall and spring, the directory is available for a \$12 annual subscription to Jayne Townsend & Associates, 1045 Sansome St., Suite 215, San Francisco, CA 94111. ■■

## THE CLASSIFIED ADS

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

**Rates:** Classified advertisements are \$5.00 per line for ACRL members, \$6.25 for others. Late job notices are \$12.00 per line for members, \$14.00 for others. Organizations submitting ads will be charged according to their membership status.

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

**Guidelines:** For ads which list an application deadline, that date must be no sooner than the 20th day of the month in which the notice appears (e.g., October 20 for the October issue). All job announcements should include a salary figure. Job announcements will be edited to exclude discriminatory references. Applicants should be aware that the terms faculty *rank* and *status* vary in meaning among institutions.

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

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

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

---

## POSITIONS OPEN

---

**ASSISTANT DEPARTMENT HEAD, MONOGRAPHIC CATALOGING.** The library is seeking an experienced professional librarian who is capable of training, supervising, and evaluating a very knowledgeable support staff group in its Cataloging Production Unit. This unit is responsible for initiating the cataloging process for all newly-received materials and for editing and producing records at the OCLC terminal. The Assistant Department Head acts as Department Head in the absence of the Head. The Monographic Cataloging Department consists of ten professional librarians and 13 3/5 support staff members to process 30,000 titles a year for a collection in excess of 1 million volumes. The Department has nearly com-

pleted a retrospective conversion project and is in the process of implementing an online catalog. Applicants must demonstrate a thorough understanding of AACR2, the Library of Congress Rule Interpretations, the OCLC cataloging subsystem, and the MARC formats. Required: A master's degree from an ALA-accredited program, 3 years experience in cataloging with experience as a supervisor, a working knowledge of one or more foreign languages, and demonstrated skills in written and oral communication. North Carolina State University offers academic status to librarians with 24 days of annual leave and 12 days of sick leave. Salary: \$23,000 (negotiable). Send letter of application with resume and the names of 3 references by June 30, 1985, to: Walter M. High, Head, Monographic Cataloging Department, D. H. Hill Library, Box 7111, North Carolina State University, Raleigh, NC 27695-7111. An equal opportunity, affirmative action employer.

**ASSISTANT DIRECTOR FOR COLLECTION DEVELOPMENT.** \$28,000-\$30,350 annually. Search extended. Florida International University invites applications for the position of Assistant Director for Collection Development. Responsibilities include the coordination of library collection development and the drafting of related policy for one of the most rapidly developing universities in the United States. The post includes collection development coordination for its two libraries, both supporting doctoral-level work. FIU was founded in 1972, offering only junior, senior, and master's level instruction. It now offers courses from freshman to doctoral level and is steadily expanding and strengthening its programs. The minimum qualifications: a Master's degree in library science from an ALA-accredited institution, and a minimum of nine years' experience as a professional librarian with a documented record of effective experience which shows increasing responsibility and continuing growth. A substantial part of this professional experience should be in an academic library. The deadline for applications is July 11, 1985. Please send resume and at least three names of references to: Caroline J. Barker, Chairperson, Search and Screen Committee, Florida International University Library, Tamiami Trail, Miami, FL 33199. EOE.

**ASSISTANT DOCUMENTS LIBRARIAN** to provide federal documents reference/instructional service, online searching. Assist in technical servicing of regional depository. Responsible for binding, room and stack maintenance, circulation, gifts/exchange processing. Some general reference service; reference collection development in assigned subjects. Work some nights, weekends. Qualifications: ALA-accredited Master's Degree, course work in U.S. Documents and in general reference sources, familiarity with federal documents organization and classification system required. Social science background, documents experience and familiarity with online searching desirable. Initiative, organizational skills and strong interpersonal skills essential. Salary: \$15,000-\$16,000. 12-month, tenure track appointment, Instructor rank, faculty equivalency status. Opening date for applications, May 1, 1985, with projected starting date October 1, 1985. Send letter of application, resume, names and addresses of three references, and transcript to: Douglas E. Jones, Amelia Gayle Gorgas Library, The University of Alabama, P.O. Box S, University, AL 35486, by application deadline, June 30, 1985. The University of Alabama is an equal opportunity, affirmative action employer.

**ASSISTANT HEAD, REFERENCE DEPARTMENT.** University of Georgia, Main Library. (Minimum salary \$22,000). The Reference Department includes 12 librarians and 3 support staff. Duties: Assist Head of Reference in the operation and administration of the department; supervise three full-time support staff; orient and train new li-