

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 \$5.25 per line for ACRL members, \$6.60 for others. Late job notices are \$12.60 per line for members, \$14.70 for others. Organizations submitting ads will be charged according to their membership status.

Telephone: All telephone orders should be confirmed by a written order mailed to ACRL headquarters as soon as possible. Orders should be accompanied by a typewritten copy of the ad to be used in proofreading. An additional \$15 will be charged for ads taken over the phone (except late job notices or display ads).

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

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

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.*

FOR SALE

People Counters. For information: 1-800-441-BOOK; library director designed and markets accurate electronic device that will count the people that enter your library with invisible beam; usable anywhere, portable or permanently; \$229 includes shipping. Full warranty for one year, Laser Counters, 120 West Walnut St., Blytheville, AR 72315. (501) 762-2431. Over 500 sold U.S. and Canada.

MATERIALS WANTED

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

POSITIONS OPEN

ACQUISITIONS/GIFTS LIBRARIAN. Responsibilities include coordinating the processing and selection of gifts, monitoring approval plans. Should have a thorough knowledge of books and book trade. Must have a working knowledge of at least one foreign language.

Salary guide

Listed below are the minimum starting salary figures recommended by 16 state library organizations for professional library posts in these states. Job seekers and employers should consider these recommended minimums, as well as other salary surveys (such as the survey in the October 15, 1988, issue of *Library Journal*, the *ALA Survey of Librarian Salaries*, the annual *ARL Salary Survey*, or the annual CUPA Administrative Compensation Survey) when evaluating professional vacancies. For more information, contact the ALA Office for Library Personnel Services.

Connecticut	\$22,200
Indiana	varies*
Iowa	\$18,792
Kansas	\$17,500*
Louisiana	\$20,000
Maine	varies*
Massachusetts	\$27,554
New Hampshire	\$17,500
New Jersey	\$22,000
New York	varies*
North Carolina	\$20,832
Ohio	\$20,024
Pennsylvania	\$20,000
Rhode Island	\$20,000
Vermont	\$19,000
West Virginia	\$20,000
Wisconsin	\$23,700

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

Excellent fringe benefits. Minimum salary \$24,000-\$26,000. Send resume by July 6 to: James DeLancey, **Georgetown University** Library, P.O. Box 37445, Washington, DC 20013. G.U. is an Equal Opportunity, Affirmative Action Institution in employment.

ACQUISITIONS LIBRARIAN. Ruth A. Haas Library, anticipated full-time, tenure-track library faculty position. Includes budgeting, materials purchasing and coordinating purchase requests, and training and supervision of acquisitions staff. Participates in liaison and bibliographic instruction programs. Reports to the Director of Library Services. Minimum Qualification: ALA-accredited MLS. Experience with OCLC automated acquisitions systems and two years acquisitions experience in an academic library are preferred. 1989-90 annual salary range at the rank of Assistant Librarian is \$28,000-\$39,284. Send resume with cover letter and names of three references to: John Barton, Chair, Library Faculty Search Committee, **Western Connecticut State University**, Danbury, CT 06810. Deadline is June 19, 1989, or until a suitable candidate is identified. W.C.S.U. is an Equal Opportunity, Affirmative Action Employer.

ASSISTANT DIRECTOR OF EDUCATIONAL SUPPORT SERVICES. Montgomery College, a comprehensive community college with campuses at Germantown, Rockville and Takoma Park, Maryland, is seeking applicants for the position of Assistant Director of Ed-

educational Support Services for the Germantown Campus. This position reports directly to the College Director of Educational Support Services and is responsible for the administration of all aspects of the Germantown Campus' Educational Support Services unit, including library and educational media resources and services and other related areas. Responsibilities also include planning, managing, and evaluating the resources, services, programs, facilities, budget and personnel of the campus unit. A Master's degree in library science or educational media is required. At least three years of progressively responsible managerial experience in a library/learning resources environment is also required. Community college/higher education library and/or learning resources administration experience is desired. Knowledge of the application and use of automated library services, alternative learning strategies and educational technology support systems is also desired. The starting salary range for this position is \$42,973 to \$53,726. Benefits are excellent. Resumes must be received in the Personnel Office no later than June 26, 1989. Send resume with above position title noted to: Personnel Office, **Montgomery College**, 900 Hungerford Drive, Rockville, MD 20850. An EO/AA/Title IX Employer.

ASSISTANT DIRECTOR OF LIBRARIES FOR ADMINISTRATIVE SERVICES. Responsibilities: Under the general direction of the Director of Libraries responsible for the effective management of facilities and Personnel resources. Assist Director in planning, implementing, and monitoring the Library's budget. Directs all activities associated with personnel management and staff development. Responsible for the maintenance of physical facilities and the security of patrons, staff, and materials. Participates in the overall management, policy formulation, and planning for the Libraries. Requirements: ALA-accredited Master of Library Science. Second Master's or higher degree required. Minimum of five years experience in an academic library with increasing administrative responsibility. Proven record of successful management and motivation of personnel. Commitment to team management in a dynamic organizational environment. A record of professional involvement on the state and national level. Excellent oral and written communication skills. Salary: Range \$31,000-\$43,500 for a 12-month appointment. Application: Applications received by July 15, 1989, will be given first consideration. Position available August 1, 1989. Send letter of application, resume, a one page statement of leadership philosophy, and names of three references to: E. Dale Cluff, Director of Libraries, **Texas Tech University**, Lubbock, TX 79409-0002. General Information: The State of Texas pays 88% of the employee portion of Social Security for the first \$16,500 of salary; choice of optional retirement programs including TIAA-CREF; no state or local income tax. Texas Tech, one of five comprehensive state universities in Texas, has an enrollment of 24,000 students. It is located in Lubbock, Texas, a cultural, commercial, educational, and medical center for the area with a metropolitan population of 225,000. The library has 1.1 million volumes and total budget of over \$4 million. Planning for an online catalog is underway. For information about preliminary interviews at the American Library Association Annual Conference in Dallas, Texas, contact E. Dale Cluff at (806) 742-2261. Texas Tech is an affirmative action, equal opportunity employer.

ASSISTANT DIRECTOR FOR AUTOMATION SERVICES. A member of the library's senior management staff, with broad responsibility for planning, procurement, implementation, and subsequent operation of a major integrated library automation system to serve the University's new Center for Information and Technology, a \$20 million regional information center scheduled to open in mid-1992. Incumbent will provide leadership in the development of strategies and processes to assure the effective application of automation and advanced information technologies to library programs and services. ALA-accredited MLS, minimum of 1 year professional experience involving library automation or information systems technologies, minimum of 1 year successful management/supervisory experience. Salary range: \$40,000-\$42,000. For complete job description, minimum qualifications, and application procedure call: **Gonzaga University's** Personnel Department; (509) 484-6096.

ASSISTANT LIBRARIAN, MONOGRAPHIC CATALOGER. Responsibilities: Original cataloging, revision of selected member cataloging records for titles in English and other Western European languages on RLIN, using AACR2, LCSH and LC Classification. Original cataloging for monographic state documents. Supervises OCLC Microcon retrospective conversion project. Performs Committee duties and other responsibilities expected of faculty members in tenure-track positions. Qualifications: Required: ALA-accredited

MLS. Two years professional experience in cataloging on a bibliographic utility (RLIN or OCLC preferred) using AACR2. Knowledge of at least one Western European language in addition to English. Preferred: Some experience with retrospective conversion. Knowledge of Chinese and/or Hebrew. Salary and Rank Commensurate with education and experience; minimum salary \$21,600. Apply to: Christine M. Travis, Library Personnel Officer, University Libraries, Room 139, **State University of New York at Albany**, 1400 Washington Avenue, Albany, NY 12222. Deadline: Letters of application and resumes will be reviewed starting June 30, 1989. Please include a list of three persons with addresses whom we can contact for references. The University at Albany, State University of New York is an Equal Opportunity, Affirmative Action Employer. Applications from women, minority persons, handicapped persons, and/or special disabled or Vietnam Era Veterans are especially welcome.

CATALOG LIBRARIAN, Temple University Libraries. Reporting to the Head of Bibliographic Services, incumbent participates in cataloging the resources of the Library. Primary responsibilities include provision of original and adaptive bibliographic records for print and non-print materials in a wide range of languages and formats (excluding serials). Additional duties include authority work; solving cataloging conflicts and problems; documentation and implementation of policies and procedures, and participation in departmental policy-making, automation planning and implementation. Assists in planning for library-wide services through participating in committees and task forces. Qualifications: MLS from ALA-accredited program; some professional cataloging experience in a large academic or research library is highly desirable. Knowledge of AACR2, LCSH, LC classification, USMARC formats, and RLIN or equivalent national bibliographic network. Familiarity with online integrated systems is preferred. Knowledge of Italian, and reading knowledge of Middle Eastern languages, preferably Arabic and/or Hebrew. Effective communication, interpersonal, and problem-solving skills. Salary: Minimum: \$20,000, depending on qualifications and experience; 10-month appointment. An additional month may be required for an added 10% of annual salary. Liberal fringe benefits include health, dental, and life insurance; tuition remission; TIAA-CREF. Send letter addressing all qualifications stated above, resume, and names of 3 references to: Cornelia Tucker, Chair, Search Committee, c/o Administrative Services Department, Paley Library 017-00, **Temple University**, Philadelphia, PA 19122. Review of applications to begin on June 30, 1989, and will continue until position is filled. An AA/EO employer.

CATALOG LIBRARIAN, Tennessee Technological University. Responsible to the Coordinator of the Bibliographic Control Division. Appointment: Position is permanent, tenure leading, with faculty status and rank. Appointment rank will be Instructor. Librarians are expected to meet tenure and promotion requirements of the Library

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faculty. Conditions are: 12-month contract, 24 days annual leave, 11 University holidays, 12 sick days, health/life insurance package with 80 percent paid by university, retirement program choice of either TIAA/CREF or State system. Both are paid entirely by the University (annual rate is approximately 10 percent of salary), better than average funding and support for professional development. Salary is minimally \$18,800, more depending on experience. Responsibilities: Doing original cataloging and editing OCLC member-input records primarily of monographs and serials, but possibly other formats as well; creating and maintaining records for holdings in online public catalog and authority files; checking physical processing and manual records for cataloged serials and add copies; and performing some information-desk service (possibly nights and weekends). Some responsibilities may change as a result of library automation. Qualifications: Master's degree from a program accredited by ALA, knowledge of LC classification and subject headings, knowledge of AACR-2 revised, ability to use OCLC for most formats, knowledge of MARC record formats, knowledge of LC authority records, proficient written and oral communications skills, ability to provide reference service, and ability to work cooperatively and collegially with library staff and other university personnel and students. University: Tennessee Technological University is a state-supported institution within the state University and Community College System of Tennessee. Tech has approximately 7,000 full-time students and 350 full-time faculty. The library has 15 library faculty and 18 support

staff. The library will begin implementation of the ATLAS system of Data Research Associates in April 1989, and will occupy a new building in June 1989. Application Procedure: The position is now open and will be filled as quickly as possible. Screening of applicants will begin July 1, 1989. Position will remain open until filled. To apply you must send: letter of application, resume, transcripts for all college credits (unofficial copies of transcripts are acceptable for initial application), and 3 current letters of reference to: Cataloger Search Committee, **Tennessee Technological University**, Library, Box 5066, Cookeville, TN 38505. Minorities are encouraged to apply and to identify themselves for affirmative action programs. AA/EEO Employer.

CATALOGER/TECHNICAL SERVICES. Washington College seeks a cataloger for original and OCLC cataloging, and, in collaboration with the Technical Services Librarian, to be responsible for Cataloging Department operations, periodicals and government documents. Excellent opportunity for professional growth in all areas of library work including automation and building projects. Some reference duty on rotating schedule. Require MLS from ALA-accredited school; knowledge of AACR2, LC classification, LCSH, USMARC, OCLC; working knowledge of French/German/Spanish. Previous cataloging experience preferred. Salary \$19,000 plus benefits. Position is for one year with possibility of reappointment contingent upon further funding. Washington College, founded in 1782, is

ASSISTANT UNIVERSITY LIBRARIAN FOR PRESERVATION

Harvard University

Malloy-Rabinowitz Preservation Librarian in the Harvard University Library. As a senior officer (equivalent to an Assistant University Librarian) reporting to the Director of the Harvard University Library, provides University-wide leadership in the development and expansion of preservation activities and coordinates extensive University-wide preservation efforts. The Preservation Librarian represents the Harvard University Library at relevant conferences and meetings, and is expected to participate actively in the preservation field with preservation agencies, organizations, national programs, and other research libraries.

May supervise the development and management of a processing center. Works closely with the Assistant Director for External Affairs to prepare proposals to federal and private agencies to develop resources in support of preservation programs.

The Harvard University Library, founded in 1638, is the oldest library in the United States and the largest university library in the world. This decentralized system of nearly one hundred individual library units is coordinated through the Office of the Director. The major libraries include those under eight faculties, with the Harvard College Library in the Faculty of Arts and Sciences being the largest. The University Library holdings exceed eleven million volumes, and the total annual budget is over \$40 million.

The Harvard University Library is a Charter Sponsor of the Commission on Preservation and Access. Over the past decade, Harvard has received more than \$2.5 million for preservation programs from the U.S. Department of Education Research Library Resources Program (Title II-C). In Fiscal Year 1988, approximately \$2.2 million was spent University-wide for preservation from university and private sources. An application has been submitted for a major NEH grant to support new and ongoing preservation activities in addition to private funding.

Qualifications: Significant professional library experience in preservation, including an intimate knowledge of technological and administrative solutions to preservation problems, familiarity with conservation issues, physical treatment of library materials, and current directions in the preservation and conservation fields; demonstrated organizational ability with strong interpersonal skills; capacity to work within a complex organizational structure to direct large-scale preservation projects involving many independent library units. Experience with grant proposals and knowledge of collection development issues highly desirable.

Salary: commensurate with qualifications (range from \$45,000). Applications will be accepted until **June 15, 1989**. The position will be available on July 1, 1989.

Send resume to:

Malcolm C. Hamilton
University Personnel Librarian
Harvard University Library
Wadsworth House
Cambridge, MA 02138

Harvard University is an equal employment opportunity, affirmative action employer.

located on Maryland's historic Eastern Shore. Attractive modern library with congenial staff of 10. Send a letter of application, resume, and names, addresses and telephone numbers of three current references to: William J. Tubbs, Librarian, Miller Library, **Washington College**, Chestertown, MD 21620. We will begin reviewing applications after June 25th. AA/EEO employer.

CHEMISTRY-MATHEMATICS LIBRARIAN, the University of Oklahoma, library faculty vacancy. Duties: Under the direction of the Head of Branch Libraries, the Chemistry-Mathematics Librarian supervises the Chemistry-Mathematics Branch Library including the review, development and implementation of programs and services; the hiring, training, supervision and evaluation of staff; the provision of reference service including database searching; the maintenance and circulation of library materials; the selection, weeding, and evaluation of the collection; and the provision of orientation and library instruction. The Chemistry-Mathematics Librarian serves as liaison between the University Libraries and the Department of Chemistry, the Department of Mathematics, and the Department of Physics and Astronomy. Qualifications: Required: MLS from an ALA-accredited library school; familiarity with bibliographic control and subject literature of a science discipline; knowledge of database searching and library instruction concepts and methods. Previous experience in an academic, special library, or equivalent; evidence of research and publication. Desirable: Undergraduate or advanced degree in a subject-related field and strong interpersonal and communications skills; supervisory experience. Deadline for Applications: July 15, 1989. Available: August 1, 1989. Salary: \$28,966 minimum. Benefits: TIAA/CREF; State Retirement System; comprehensive medical protection; 21 days vacation; University holidays; generous sick leave. University Libraries: A member of the Research Libraries Group and ARL, the University Library consists of a main library and six branches. The collections contain more than 2.2 million volumes, 17,000 periodical subscriptions, and three outstanding special collections in history of science, western history, and business history. A major expansion of the main library was completed in May 1982, doubling the size of library facilities. The Libraries operates an LS2 automated circulation system and is currently developing the NOTIS library system. Employment: Librarians have faculty status, privileges, responsibilities, rank of assistant professor or above, and are eligible for tenure. Application: Send letter of application with resume and the names of three references including current supervisor to: Donald C. Hudson, Manager, Administrative Services, University Libraries, **University of Oklahoma**, Norman, OK 73019. University of Oklahoma is an equal opportunity, affirmative action employer.

COLLECTION DEVELOPMENT LIBRARIAN. Full-time probationary, tenure-track, assistant professor to provide leadership in collection development and maintenance activities. Develop and implement collection development and evaluation strategies; work with librarians and instructional faculty to oversee collection development; write collection evaluation reports as required. This public service position reporting to the Dean, may have other duties assigned depending on the skills and background of the incumbent. ALA-approved Master's and three years experience in a compatible library (preferably in collection development) required. Leadership and good communication skills essential. Preference will be given to those who demonstrate collection development experience, online systems experience, possess a subject master's, and who demonstrate other transferable library skills. Salary to \$35,000 for 185 days per year. Applications from minorities are encouraged. Memorial Library is home to MSUS/PALS, an integrated online library system containing over 1.5 million records, now serving 44 public and private academic libraries in Minnesota and North Dakota. Applications must be postmarked by July 3, 1989. Preliminary interviews may be conducted in Dallas. Appointment will be made in September of 1989. Apply to: Thomas M. Peischl, Dean of the Library, **Mankato State University**, MSU Box 19, P.O. Box 8400, Mankato, MN 56002-8400.

COLLECTION DEVELOPMENT LIBRARIAN. University of Arkansas at Little Rock, Ottenheimer Library: Responsible for selection, analysis and balance of the university library's collections; works closely with faculty members in all departments, colleges and schools; prepares reports on library support for courses and programs offered by the institution; prepares grant proposals; works closely with professional as well as clerical staff of library; recommends annual distribution of materials money to library administration. Reports to the Assistant Director for Instructional and Public Services. Requirements: ALA-MLS; 2d Master's desirable; three years

DIRECTOR

Drexel University Library

Applications and nominations are invited for the position of Director of University Library. The Director reports to the Senior Vice President for Academic Affairs and is a member of the Academic Council. He/she has responsibility for library services including long-range planning; formulation and implementation of goals and policies; management of facilities, collections and budgets; selection and implementation of a computerized, integrated library system; representing the Library to constituencies on and off campus, including solicitation of external funding. The University plans to establish an Information Resource Management Program. The Director of the Library will have a major role in the development of this program.

Drexel University is the Premier CO-OPERATIVE Technological University. It has 7 colleges, 12,000 students and 450 faculty members. Accredited programs are offered at the undergraduate, masters, and doctoral levels. The College of Information Studies provides a nationally recognized resource for collaborative activities with the Library. The W.W. Hagerty Library has approximately 470,000 volumes plus microforms, AV, government documents, technical reports, and standards. The staff of 57 includes 20 professionals; current budget is \$2.2 million.

Qualifications: Master's degree in library science from ALA-accredited school preferred (other advanced degrees desirable); a strong commitment to excellent library services; minimum five years of senior managerial experience in academic, research or special libraries; demonstrated leadership; working knowledge of new computer technologies applicable to libraries; a commitment to innovative approaches to expand access to materials; effective oral and written communications skills.

Position is available upon the retirement of the current Director, 30 June 1989. Salary is competitive with a 12-month contract, and a comprehensive benefit program including TIAA/CREF. The Committee will begin reviewing nominations and applications on June 15, 1989.

Address:

Wayne E. Magee, Chair
Director of Libraries Search Committee
Office of the Vice President for Academic Affairs
Drexel University
32nd and Chestnut Streets
Philadelphia, PA 19104

Drexel University is an equal opportunity, affirmative action employer, and invites applications from female and minority candidates.

library experience preferred; excellent oral and written communications skills; demonstrated ability to establish beneficial relationships with faculty, co-workers, patrons and donors in an academic environment. Salary: dependent upon experience and qualifications with \$23,000 minimum for 12-month appointment. Faculty rank and tenure eligibility; benefits include TIAA-CREF. Position available August 1, 1989. Deadline for nominations and applications is June 15, 1989. Send resume, listing names, addresses and phone numbers of 3 references to: Kathy Sanders, Chair, Search Committee, **University of Arkansas**, Ottenheimer Library, 2801 S. University, Little Rock, AR 72204. Applications will be subject to inspection under the Arkansas

Freedom of Information Act. The University of Arkansas at Little Rock is an affirmative action, equal opportunity employer and actively seeks the candidacy of minorities and women.

COORDINATOR OF PUBLIC SERVICES/HEAD REFERENCE LIBRARIAN. The University of the South seeks a creative, energetic, people-oriented librarian to coordinate and supervise Reference, Circulation, Interlibrary Loans, Archives and Special Collections, and Non-Print Services in duPont Library. Reports to University Librarian and serves on Library Administrative Cabinet. Required: ALA-accredited MLS; five years professional academic library experience.

Slavic Serials Cataloger

Stanford University Libraries

We are looking for someone to join the Serials Department who is self-motivated, welcomes professional growth, is challenged by a broad variety of responsibilities, enjoys being part of a large academic library community and has strong interpersonal skills.

QUALIFICATIONS: B.S. in Slavic Studies and MLS or equivalent; demonstrated working knowledge of Russian; understanding of Slavic and East European bibliography; understanding of and experience with MARC tags, LC subject headings and classification numbers.

DUTIES: Coordinates and performs original cataloging of Slavic and East European language serial materials; has indirect supervisory responsibility for other Slavic serials acquisition and cataloging staff; serves as liaison with the Slavic Curator's Office; catalogs in a wide variety of languages, subjects and formats.

Assistant/Associate Librarian with initial salary within range of \$27,000 - \$41,400 depending upon qualifications and experience. Send letter of application, resume and names of 3 professional references **by July 21, 1989 to Irene Yeh, 906-CRL, Acting Library Personnel Officer, Stanford University Libraries, Stanford, CA 94305-6004.** EEO/AEE. Full Vacancy Listing available on request.

STANFORD UNIVERSITY



rience with significant reference service; three years progressively responsible supervisory experience in libraries; demonstrated ability to work effectively with patrons and staff; excellent interpersonal skills; ability to plan, develop, and implement effective public services program. Preferred: second graduate degree; experience with computer technology related to library services. Position available: July 1, 1989. Salary Range: \$25,000-\$31,900; excellent benefits; applications received by June 30 will receive first consideration. Send letter of application, resume, and three references to: David Kearley, University Librarian, **University of the South**, Sewanee, TN 37375. EOE. Minorities are encouraged to apply.

COORDINATOR OF TECHNICAL SERVICES AND CATALOGER for rapidly developing small college library. Responsible for developing plan for automation and original cataloging, supervision of technical services. Participate in collection development and delivery of information services including bibliographic instruction and online database search. Requirements: MLS from ALA-approved institution, experience in LC cataloging and reference work, knowledge of AACR2 rules and OCLC. Academic background in business or law, online searching experience. Salary: Dependent on experi-

ence and qualifications, minimum \$24,000. Contact: Imre Meszaros, Director of Library, **Villa Julie College**, Stevenson, MD 21153; (301) 486-7000.

DOCUMENTS LIBRARIAN, Head of Department, New Mexico State University. NMSU enrolls over 14,000 students in 70 major undergraduate areas, 42 master's degrees and 19 doctoral degree programs. In its 101st year, NMSU is the land grant institution for New Mexico. Located in southern New Mexico on the high desert in the city of Las Cruces, NMSU is 40 miles from El Paso, Texas, at the southern edge of the Rocky Mountains. The area enjoys abundant sunshine, moderate temperatures, yet is within easy driving distance of alpine areas that include excellent skiing and winter sports. The Documents Librarian hired will be a service-oriented, energetic, imaginative librarian who manages a depository of hundreds of thousands of Federal documents, is talented in automation and CD-ROM applications, and is a creative and sensitive supervisor of two support staff and several student assistants. The NMSU Library is in the initial stages of an \$11 million expansion, is highly automated utilizing VTLS, INNOVACQ, DIALOG, and has an expanding CD-ROM operation. The ideal candidate for this position will have a Master's de-

ASSISTANT UNIVERSITY LIBRARIAN

Miami University

Information & Research Services. As a member of library management working directly with the Dean and University Librarian, the Assistant University Librarian for Information & Research Services will provide leadership for the formulation and implementation of evolving public service programs to meet the curricular and research needs of the users of the Miami University Libraries. The incumbent will have responsibility for Science, Music, and the Art & Architecture Libraries; the Peabody Reading room; and the Government Documents and the Humanities and Social Science Departments in King Library. The Assistant University Librarian will represent the Miami Libraries at professional activities on local, state, and national levels. The Ohio Board of Regents has recently adopted a planning document on interinstitutional cooperation calling for a state-wide sharing of resources and cooperative storage; a state-wide online catalog project is currently being explored.

Qualifications: An ALA MLS; significant experience (at least 5 years in increasingly responsible library positions that included supervision) in public service positions in a large academic library; knowledge of and interest in library automation applications to reference and research services; evidence of effective and innovative accomplishments; strong interpersonal skills; comprehensive knowledge of organizational development, communication processes and planning; active participation in library organizations as demonstration of intellectual leadership and professional expertise; ability to work effectively within an environment of interaction and consultation with teaching faculty and library colleagues; capacity to lead and manage change; familiarity with the current body of professional library/information theory and practice; effective skills in written and oral communication. Additional advanced degree desirable.

The Miami University Libraries contain over 1.4 million volumes, have an extensive collection of government documents and microforms, and subscribe to over 12,000 serials. They serve 800 teaching and research faculty, 15,000 undergraduates and 1,000 graduate students. The library has 34 professional librarians and 55 support staff.

Miami University is a highly selective institution, located in Oxford, Ohio, 35 miles northwest of Cincinnati.

Benefits include Blue Cross/Blue Shield, major medical, disability, dental and term life insurances all paid by the University. Public employees retirement system. Salary level begins at \$40,000 based on experience and qualifications.

Submit letter of application, resume, and names, telephone numbers and addresses of three professional references to:

Judith A. Sessions
Dean and University Librarian
Miami University
Oxford, OH 45056

Preliminary screening of applications will begin July 5, 1989. Position will remain open until a candidate is appointed.

Miami University is an equal opportunity employer.

gree in Library Science from an accredited ALA institution plus a subject Master's. At least three years of experience in a documents situation will enable the Library to offer a salary of at least \$25,000. Automation and supervisory experience are expected. A faculty position, the individual employed will be expected to fulfill the usual requirements for promotion and tenure. Attractive fringe benefit package with twenty-two days of annual leave. If you are interested in a challenging position in a most attractive location, please submit your application with the names and addresses of three references by July 15, 1989, to: Karen Stabler, Head of Information Services, **New Mexico State University** Library, Box 30006, Las Cruces, NM 88003. Initial interview could take place at ALA, Dallas. Position will remain open until filled. NMSU is an equal opportunity employer with an affirmative-action plan. Women, ethnic minorities, persons with disabilities and Vietnam veterans are encouraged to apply.

EDUCATION CATALOG LIBRARIAN for monographs in Library of Congress classification schedules L, B, Q, and Z using OCLC and NOTIS. Twelve-month, tenure-track, faculty appointment with a minimum salary of \$20,000. Requires undergraduate degree in education or a behavioral science; MLS from ALA-accredited program; knowledge of AACR2, LC classification, LCSH, OCLC or similar utility; ability to meet requirements for promotion. Cataloging experience in an automated library preferred. Submit letter of application, vita, and names of three references to: Office of Academic Affairs, Education Catalog Librarian Search, **Western Kentucky University**, Bowling Green, KY 42101, by August 1, 1989. Women and minorities are encouraged to apply. An affirmative action, equal opportunity employer.

DIRECTOR Science Research Libraries

Rutgers University Libraries invite applications and nominations for the position of Director, Science Research Libraries. The Science Research Libraries comprise the Library of Science and Medicine, which supports programs in biology, psychology, pharmacy, medicine, an engineering, and six subject library units located on the Busch and Cook campuses. The collections number over 450,000 volumes and 5,000 journal subscriptions; there are 45 librarians and support staff. The Director is responsible for the leadership and management of the science libraries, including planning and administration of library programs. The Director will act as liaison to science faculty and students, coordinate science libraries' activities with systemwide programs and represent the science libraries and library system as a whole.

Qualifications: MLS from an accredited library school (advanced science degree preferred). Academic scientific/medical libraries experience with minimum five years administrative experience. Should be eligible for tenured librarian status.

Salary: Negotiable, dependent upon experience and qualifications; minimum \$50,000.

Please send nominations and applications no later than **July 14, 1989**, to:

**Sandra Troy (APP. 150)
Library Personnel Officer
Rutgers University Libraries
169 College Avenue
New Brunswick, NJ 08903**

EO/AA Employer.

ELECTRONIC SERVICES LIBRARIAN, Science and Engineering Library. The University of Virginia. Under the supervision of the Director of the Science and Engineering Library, organizes, manages, and coordinates electronic information services, including distributed and decentralized services for a number of science departments. Assumes a proactive role in evaluating and implementing new electronic systems and products; in developing information services through technology such as computers, CD-ROM's and videodisks. Provides reference service and instruction in the use of indexing and abstracting systems and other new technology. Carries out surveys of user needs. Required Qualifications: MLS from an ALA-accredited library school or master's degree in computing or information sciences; knowledge of and experience with computer applications and with technologies such as CD-ROM's and videodisks; ability to organize and manage electronic information services and instruct users; ability to work and communicate effectively with faculty, students, and staff; knowledge of traditional library and information sources in the fields of science and engineering. Preferred Qualifications: Library experience. Benefits: General faculty status, 22 days vacation, generous sick leave, Blue Cross/Blue Shield, state and TIAA/CREF retirement plans, research leave. Salary: \$24,000 or higher, depending on qualifications. Applications received before July 14 will be given first consideration. Send letter of application, resume, and names, addresses, and phone numbers of three references to: Gail Oltmanns, Personnel Director, Alderman Library, **University of Virginia**, Charlottesville, VA 22903-2498. An equal opportunity, affirmative action employer.

GOVERNMENT DOCUMENTS LIBRARIAN, Head of Special Services. (Revision of ad for Head of Government Documents). Oregon State University, a land and sea grant university, has 15,000 students in 12 schools and colleges. Offers programs at the undergraduate through the doctoral degree. The Libraries consist of a main collection of over one million volumes and one branch (the Hatfield Marine Science Center Library), and are currently installing an integrated online system. The staff includes 35 faculty and 54 classified. 12-month appointment with 22 days vacation and excellent fringe benefits. The candidate hired with a second master's degree will be appointed on tenure track with faculty rank and status as Assistant Professor; those hired without a second master's degree will be appointed on a fixed term appointment as Instructor during which time they will be expected to complete a second master's. The second master's degree is required for tenure. Qualifications: Required: MLS degree from an ALA-accredited program; 2-3 years experience in government documents; 2 years supervisory experience, experience in planning, organization, and management; demonstrated ability working comparatively in a demanding and changing environment, communicate effectively; demonstrated user-oriented philosophy and flexibility; potential for continuing professional growth and scholarly accomplishment. Strongly Preferred: Second master's degree in subject area. Preferred: Experience in CD-ROM and online database searching; background and interest in bibliographic instruction; research and publication record. Responsibilities: Reports to Assistant Director for Research and Reference. Division Head level position includes supervision of Documents, Maps and Microforms. Will have responsibility for administration of the documents collection including selection, maintenance and control of a large selective depository collection; provides reference and information services in Government Documents and Microform Units; plans conversion of records to an online system, assists with library orientation and bibliographic instruction; supervises the Map Librarian and 3.5 FTE support staff; participates in scholarly activities, serves on library and University committees. Salary: Minimum: \$30,000 with second master's degree or \$29,000 with single master's degree. Send letter of application, current resume, and names, addresses and telephone numbers of 3 references to: Barbara Thornburg, **Oregon State University**, Kerr Library 121, Corvallis, OR 97321-4501. Closing date: July 1, 1989. Consideration of credentials will begin immediately and will continue until position is filled. OSU is an EEO/AA employer and has a policy of being responsive to needs of dual-career couples. Minority applicants are encouraged to apply and to identify themselves for affirmative action purposes.

HEAD, ACQUISITIONS. Responsibilities: Under the direction of the Associate Director of Libraries for Information Access and Systems responsible for all activities associated with acquiring books, periodicals and other materials, regardless of format. Directs the operation of Order/Verification, Receiving, Serial Maintenance, and Current Periodicals and Microforms. Administers a materials budget of \$1.7

million. Member of the Library's Administrative Council. Requirements: ALA-accredited Master of Library Science. Second Master's degree desirable. Five years specifically related, progressively responsible professional experience that includes knowledge of materials sources and acquisitions procedures. Ability to manage and motivate a staff of 12.5 FTE. Excellent oral and written communication skills. Commitment to team management in a dynamic organizational environment. A record of professional involvement. Salary: Range \$27,000-\$38,000 for a 12-month appointment. Application: Applications received by July 15, 1989, will be given first consideration. Position available immediately. Send letter of application, resume, a one page statement of management philosophy, and names of three references to: E. Dale Cluff, Director of Libraries, **Texas Tech University**, Lubbock, TX 79409-0002. General Information: The State of Texas pays 88% of the employee portion of Social Security for the first \$16,500 of salary; choice of optional retirement programs including TIAA-CREF; no state or local income tax. Texas Tech, one of five comprehensive state universities in Texas, has an enrollment of 24,000 students. It is located in Lubbock, Texas, a cultural, commercial, educational, and medical center for the area with a metropolitan population of 225,000. The library has 1.1 million volumes and total budget of over \$4 million. Planning for an online catalog is underway. For information about preliminary interviews at the American Library Association Annual Conference in Dallas, Texas, contact E. Dale Cluff at (806) 742-2261. Texas Tech is an affirmative action, equal opportunity employer.

HEAD, CATALOG SERVICES SECTION BIBLIOGRAPHER, Control Department, Technical and Automated Services. The Head of Catalog Services is responsible for the catalog maintenance functions of the Rutgers Libraries system, including maintenance of machine-readable records via Geac and RLIN, and of central shelflists. This person will play a key role in closing card catalogs and will be involved in the planning and implementation of online authority control. Catalog Services is also responsible for recataloging, relocating, transferring, reinstating and withdrawing of library materials for the 18 libraries in the Libraries system. Supervises 7 FTE support staff and 5 FTE students. Reviews the section's organization structure, staffing and skills and recommends changes that could improve its effectiveness. Qualifications: MLS from an ALA-accredited library school. Minimum 3 years supervisory experience with emphasis on technical services. Knowledge of MARC formats and national bibliographic standards. Experience with database maintenance, library automation and bibliographic utilities. Proven leadership ability with staff and in issues of bibliographic access. Knowledge of online authority control highly desirable. Salary: Negotiable, dependent upon experience and qualifications; minimum of \$30,705 for a 12-month appointment. Profile: Rutgers has embarked upon a campaign for excellence strongly supported by the state legislature, and has gained significant new support for library materials and buildings. The University is a member of the Research Libraries Group. A Geac online public catalog, to be opened in Summer 1989, will be integrated into a campus network. The libraries are investigating new ways of providing electronic information services to the Rutgers research and student community in an environment of change and growth. Submit resumes and three sources for current references no later than: July 14, 1989, to: Sandra Troy (APP. 149), Library Personnel Officer, **Rutgers University Libraries**, 169 College Avenue, New Brunswick, NJ 08903. An Equal Opportunity, Affirmative Action Employer. We would be pleased to meet potential candidates at ALA Conference in June.

HEAD, COPY CATALOGING SECTION (Search Extended). The Head of the Copy Cataloging Section is a faculty librarian responsible for the daily management and supervision of monographic copy cataloging in the Catalog Department under the direction of the Head, Catalog Department. The Copy Cataloging Section handles both titles with Library of Congress copy and most OCLC member copy. In addition, the cataloging of most University of Pittsburgh Ph.D. dissertations and Masters' theses is performed in this Section. Requirements: MLS from an ALA-accredited library school program or recognized equivalent, three years experience in technical services including demonstrated competency in original cataloging and classification. Ability to work with at least two modern European languages is essential. Supervisory experience required as is a strong interest in work in an academic research library. Working knowledge of a major bibliographic utility and local automated systems desirable. Must have strong interpersonal, oral and written communication skills, and be able to work with diverse groups in an

ever changing automated environment. Salary and rank of appointment as a faculty librarian commensurate with qualifications. Applications must be received no later than July 15, 1989. Apply in writing, including a resume and three letters of reference, to: Secretary, Search Committee, (Head, Copy Cataloging Section), 271 Hillman Library, **University of Pittsburgh**, Pittsburgh, PA 15260. The University of Pittsburgh is an affirmative-action, equal-opportunity employer. Minorities are actively sought.

HEAD, INFORMATION ACCESS SERVICES. Rasmuson Library, University of Alaska, Fairbanks. The University of Alaska, Fairbanks, is a uniquely multicultural land grant/sea grant institution founded in 1917 and located in the scenic Tanana Valley of historic Interior Alaska. UAF is a multi-site campus of some 8,300 students enrolled in over 100 programs with degrees from the associate through the doctorate. The campus is a world center for research on the Polar regions. The library staff seeks an experienced, effective manager to lead Information Access Services programs for acquisitions, cataloging, serials control, and a branch science library, within a highly

MONOGRAPHS ORIGINAL CATALOGER (Two Positions)

University of Georgia Libraries

Duties: The Monographs Original Cataloger is responsible to the Head of the Monographs Original Cataloging Unit for performing original cataloging of monographic materials in all languages and subjects. The University of Georgia Libraries supports MARVEL, an in-house automated, integrated system. Monographs Original Catalogers serve as resource persons for monographic cataloging within the Department and in other areas of the Libraries. The Cataloging Department has 14 professional and 24 support staff positions and catalogs over 50,000 books, serials, microforms, and nonprint materials yearly. The Monographs Original Cataloging Unit of the Cataloging Department is comprised of the Head and three librarians plus student assistants. Some evening and/or weekend work may be required.

Qualifications: MLS from ALA-accredited library school; knowledge of AACR2 and LC classification and subject headings; ability to work with broad range of subjects; knowledge of one or more modern European languages (preferred: one position with knowledge of Slavic languages); familiarity with automated cataloging systems; effective oral and written communication skills; ability to establish and maintain effective working relationships; strong interest in academic librarianship preferred. (Salary minimum: \$20,000.)

Application Procedure: Send letter of application by **July 10, 1989**, including resume and names of three references to:

Florence E. King
Personnel Librarian
University of Georgia Libraries
Athens, GA 30602

This position will be filled only if suitable applicants are found.

An Equal Opportunity, Affirmative Action Institution.

automated environment. The department head's responsibilities include planning, organizing, budgeting, directing, and evaluating services, programs, and personnel. Qualifications: The successful candidate must have an ALA-accredited MLS; minimum 5 years progressively responsible managerial experience in an academic or research library, with experience in technical services or serials control; experience with WLN, RLIN, or OCLC, including integration with local systems; and knowledge of AACR2, LCSH, LC classification, and MARC formats. Candidates must also have a demonstrated ability to plan, organize, coordinate, and supervise the work of others in a collegial and supportive atmosphere; strong leadership, interpersonal, analytical, and communication skills; and the ability to serve as a faculty member. Candidates will be expected to possess the ability to negotiate and delegate in a matrix-oriented team environment and show evidence of activity in appropriate professional organizations. A second advanced degree is desirable. Rasmuson Library is a charter member of WLN, uses UTLS as a statewide OPAC and circulation system, and is now implementing MicroLinx. It is the largest library in the state (1.5 million volumes), and is an active participant in resource-sharing and technological innovation in a state with a tradition of multi-type library cooperation. IAS operates within the library's matrix-oriented team environment and includes 9 faculty, 18 support staff, and student assistants. Salary: Minimum is \$51,500 depending upon qualifications, plus excellent benefits, for 12-month appointment at the associate professor level. Full rank and responsibilities. Beginning date negotiable. Fairbanks offers many opportunities for outdoor recreation, including outstanding cross-country skiing. Theater, an award-winning symphony orchestra, and many other cul-

tural activities are available. Screening of candidates will begin July 17, and the position will remain open until filled. Full job description available upon request. Send nominations or application letters with resume and names, addresses, and phone numbers of three professional references to: Dennis Stephens, Chair, IAS Search Committee, Rasmuson Library, **University of Alaska, Fairbanks**, Fairbanks, AK 99775-1005. The University of Alaska is an affirmative action, equal opportunity employer and educational institution.

HEAD OF GOVERNMENT DOCUMENTS/MICROFORMS. Manage selective depository for U.S. Government Documents and microform collection; build State Documents Collection, participate in collection development, serve as member of reference staff. Salary \$27,000. Generous fringe benefits. Required Qualifications: MLS, experience with Government Documents. Preferred Qualifications: supervisory and law library experience. Available immediately. Application deadline July 1, 1989. University of Cincinnati is an affirmative action, equal opportunity employer. Send resume to: Jim Hart, **University of Cincinnati College of Law**, M.L. 142, Cincinnati, OH 45221-0142.

HEAD, MULTI-CAMPUS LIBRARY SERVICES PROGRAM. Search reopened. Permanent 12-month position. Under the direction of the Director of Libraries, and in consultation with the multi-campus Deans, plans, implements, and administers the multi-campus library services program. Assesses multi-campus library needs. Develops short- and long-range plans. Prepares budget requests and monitors budget allocations. Completes analytical and

HEAD LIBRARIANS

Pennsylvania State University

(3 Openings), Beaver, Fayette, and New Kensington Campus Libraries. The Penn State University Libraries seek qualified applicants for head librarian vacancies at three branch campus locations in western Pennsylvania that support associate degree, up to two years of most University baccalaureate, and a variety of continuing education programs.

Beaver Campus: 33,000-item library at a 94-acre commuter campus in Beaver County, thirty-five miles northwest of Pittsburgh. The campus enrolls approximately 900 full-time credit students and hundreds of part-time and continuing education students.

Fayette Campus: 50,000-item library at a 200-acre commuter campus in Fayette County, forty-seven miles southeast of Pittsburgh. The campus enrolls approximately 900 degree-seeking students and 3,500 students in continuing education programs.

New Kensington Campus: 30,000-item library at a 76-acre campus in Westmoreland County, fourteen miles northeast of Pittsburgh. The campus enrolls approximately 1,400 credit students and 5,000 part-time students. Campus head librarians, members of the University Libraries faculty, are responsible for overall library administration and services, instruction, participation in planning and development, supervision of staff, and effective and close involvement with students and faculty, the community, and the main campus library where processing is central via interactive computer systems.

Requirements: MLS from ALA-accredited school; three years academic library experience with emphasis on successful public service and administrative activities; demonstrated ability to work with students, faculty, and administrators; evidence of potential for promotion and tenure. Second advanced degree and some instructional program and library automation experience desirable.

Salary and Rank: Dependent on qualifications. Minimum \$25,000 with tenureable rank. Benefits include liberal vacation, excellent insurances, State or TIAA/CREF retirement options and educational privilege.

To apply, send letter of application (please indicate campus), resume and names of three references to:

**Nancy Slaybaugh
Personnel Coordinator
Box HD-ACRL
Penn State University
E1 Pattee Library
University Park, PA 16802**

Applications deadline: **July 10, 1989.**

An Affirmative Action, Equal Opportunity Employer. Women and minorities are encouraged to apply.

COORDINATOR, LIBRARY SYSTEMS AND AUTOMATION.

West Virginia University Libraries announce a new position in Library Systems. Under the direction of the Dean of Libraries, responsible for successful planning, evaluation, testing, selection, implementation, and maintenance of an online integrated library system including software modification as required. **DUTIES:** manages the automation and systems programs within the University Libraries, working closely with the library staff, library management, and university computing services. Hires, trains, and supervises systems staff; coordinates training for library staff and serves as a primary resource person in all matters regarding automation. Assists library administration with both long and short range planning for automation; prepares budgets, reports, presentations; prepares grant proposals and pursues external sources of funding. Develops appropriate automation interfaces for the selected system with library operations and external databases. Coordinates library automated systems with local, state, and national agencies and programs, developing and maintaining liaisons with appropriate personnel. Coordinates planning for office automation and library data processing utilizing microcomputers. **REQUIRED:** ALA-accredited MLS or advanced degree in computer or information science; minimum of three years experience in a large academic library, library system or network with direct responsibility for planning, installation and maintenance of an integrated library system; working knowledge of computer hardware, software, and major programming languages and statistical packages such as IBM Assembler, PL/I, SAS. Strong organizational, management, and interpersonal skills; thorough knowledge of MARC bibliographic and authority records formats. Excellent analytical, problem solving, oral, and written communication skills. Substantial microcomputer experience desirable. **Salary and rank** negotiable depending upon qualifications. Minimum: \$36,000. 12 month appointment. TIAA/CREF and other excellent benefits. **Deadline for applications:** June 20, 1989. Position available August 1, 1989. Starting date negotiable. **Send letter of application addressing qualifications, 2 copies of resume, and names, addresses and telephone numbers of at least 3 professional references to:** Mildred Moyers, Chair, Search Committee for Library Systems Coordinator, Wise Library, West Virginia University, P.O. Box 6069, Morgantown, WV 26506-6069. (304) 293-5395. West Virginia University is an Affirmative-Action, Equal-Opportunity Employer

statistical reports. Supervises multi-campus library services personnel. Makes periodic site visits to multi-campus locations. Maintains effective working relationships with WSU libraries and Extended University Services personnel to facilitate cooperation and effective services. Initiates and maintains effective relationships with non-WSU-affiliated libraries serving WSU Extended University personnel and students. Provides library services for curricular and research needs of multi-campus students and faculty. Required: ALA-accredited MLS or its equivalent; knowledge of and/or effective experience in management and supervision; effective reference and teaching experience; effective interpersonal relations and communications skills; previous experience in computer applications. Must build a progressive record of professional/scholarly achievement. Preferred: Academic library experience; online search services experience. Rank: Librarian 2 or above, dependent on previous relevant experience; faculty status. Salary: \$20,000-\$30,000, commensurate with experience and qualifications. TIAA/CREF, broad insurance programs, 22 days vacation, 12 days/year sick leave. Send letter of application, resume and names and addresses of three references to: Maureen Pastine, Director of Libraries, Libraries, **Washington State University**, Pullman, WA 99164-5610. Applications should be postmarked by June 30, 1989. WSU is an EO/AA educator and employer. Protected group members are encouraged to apply.

HEAD, SERIALS MANAGEMENT DIVISION, Central Technical Services, University of Minnesota Libraries-Twin Cities. Responsibilities: Manages the work of the Serials Management Division, Central Technical Services, whose staff of two professionals, seventeen paraprofessionals, and students are responsible for serials acquisitions, cataloging, and bindery preparations for the Humanities/Social Sciences and Institute of Technology Libraries; serves as a member of Libraries-wide committees charged with developing bibliographic control and serials control policies and procedures; participates in implementation of the Libraries' NOTIS-based automated system; participates, with the three other Division Heads and the Department Head, in the management of Central Technical Services. Required Qualifications: MLS from an ALA-accredited library school, three years of professional experience in serials acquisitions or serials cataloging, a record of increasing responsibility for serials management, and a thorough understanding of serials acquisitions and control practices with an understanding of and commitment to serials cataloging standards. Knowledge of automated serials control system capabilities and substantial experience in supervising both professional and paraprofessional staff. Excellent written and verbal communication skills, strong interpersonal skills, demonstrated ability to exercise effective leadership in the management of change, and demonstrated flexibility and creativity in problem solving are required. Desired Qualifications: Experience in serials management using the NOTIS system, experience in managing the change from a manual to an automated serials control system. Appointment: Appointment is probationary at the rank of Assistant Librarian, leading to a decision concerning continuous appointment and promotion; and as a Library Division Head, appointed on an annual renewable basis. Applicants should send a letter of application, a detailed resume, and names, addresses, and phone numbers of three references to: Barbara Doyle, Personnel and Staff Development Officer, **University of Minnesota** Libraries, 453 Wilson Library, 309 19th Ave. So., Minneapolis, MN 55455. Letters of application must be postmarked no later than 6/30/89 and should identify the position applied for as UL 182. The University of Minnesota is an equal opportunity educator and employer and specifically invites and encourages applications from women and minorities. Federal law requires that employees hired by the University provide documents showing they are U.S. citizens or aliens authorized to work.

HEAD, TECHNICAL SERVICES. Manages staff of 7 in cataloging and processing activities. Participates in libraries' administrative group; reports to Director. Qualifications: ALA MLS; knowledge of OCLC, AACR2, LCSH, MARC bibliographic and authority standards, and LC; at least 4 years of experience in a cataloging area in an academic library; experience with an online catalog; supervisory experience; excellent analytical, interpersonal, and communication skills. Salary minimum: \$27,000. To apply send letter or application, resume, and the names of three references by June 28, 1989, to: Joan Rapp, **University of Missouri-St. Louis** Libraries, 8001 Natural Bridge Road, St. Louis, MO 63121. Phone (314) 553-5053. An AA/EOE Employer.

HUMANITIES LIBRARIAN, English/American Language & Literature (temporary appointment). Date of Appointment: September 1, 1989. Salary: \$22,000 minimum. Term of Appointment: Twelve-month contract. Academic Rank: Faculty rank based upon qualifications and experience. Reports to: Head, Humanities & Behavioral Sciences. Educational requirements: MLS from an ALA-accredited library school required for appointment as instructor. For assistant professor or above, a second master's degree or 30 hours of graduate course work, or equivalent, required in addition to the MLS. Advanced work in English/American literature preferred. Individuals hired without a second master's degree or 30 hours will be appointed on a fixed term basis as instructor during which they will be expected to complete a second master's degree or 30 additional hours. Qualifications: Ability to handle collection development in English/American language and literature and other fields selected from the humanities group (communication studies, philosophy, religion, psychology, theater arts). Ability to handle faculty liaison work required. Experience with library bibliographic instruction or teaching preferred. Experience with online database searching desired. Applicants should demonstrate an ability to communicate effectively with faculty, staff, and students and be able to work cooperatively in a demanding and changing environment. Experience in an academic library preferred. Duties and Responsibilities: Participates in library programs for collection management and development, reference desk service, library instruction, and online database searching. Participates in departmental and library planning and policy development. Benefits: Illinois State Retirement System; 24 vacation days; faculty status and rank. Deadline for Applications: June 15, 1989. Send a cover letter with 1) a complete statement of qualifications; 2) resume of education and relevant experience; and 3) names, addresses, and telephone numbers of at least three references to: Gordon S. Rowley, Associate Director, 416 Founders Memorial Library, **Northern Illinois University**, De Kalb, IL 60115-2868. NIU is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

HUMANITIES LIBRARIAN, Fine Arts (temporary appointment). Date of Appointment: September 1, 1989. Salary: \$22,000 minimum. Term of Appointment: Twelve-month contract. Academic Rank: Faculty rank based upon qualifications and experience. Reports to: Head, Humanities & Behavioral Sciences. Educational Requirements: MLS from an ALA-accredited school required for appointment as instructor. For assistant professor or above, a second master's degree or 30 hours of graduate course work, or equivalent, required in addition to the MLS. Advanced work in art history or the fine arts preferred. Individuals hired without a second master's degree or 30 hours will be appointed on a fixed term basis as instructor during which they will be expected to complete a second master's degree or 30 additional hours. Qualifications: Ability to handle collection development for the fine arts and other fields selected from the humanities group (communication studies, philosophy, religion, psychology, theater arts). Ability to handle faculty liaison work required. Experience with library bibliographic instruction or teaching preferred. Experience with online database searching desired. Applicants should demonstrate an ability to communicate effectively with faculty, staff, and students and be able to work cooperatively in a demanding and changing environment. Experience in an academic library preferred. Duties and Responsibilities: Participates in library programs for collection management and development, reference desk service, library instruction, and online database searching. Participates in departmental and library planning and policy development. Benefits: Illinois State Retirement System; 24 vacation days; faculty status and rank. Deadline for Applications: June 15, 1989. Send a cover letter with 1) a complete statement of qualifications; 2) resume of education and relevant experience; and 3) names, addresses, and telephone numbers of at least three references to: Gordon S. Rowley, Associate Director, 416 Founders Memorial Library, **Northern Illinois University**, De Kalb, IL 60115-2868. NIU is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

HUMANITIES LIBRARIAN (Music): Humanities Division. Full-time faculty, tenure track. University and Library: Illinois State University is a multi-purpose university with more than 20,000 students, located in the medium-sized urban area of Normal/Bloomington. Academic programs and courses are offered in thirty-three academic departments organized into five colleges with master's degree programs in most fields and doctoral degree programs in art, biological sciences, curriculum and instruction, economics, education, English, history and mathematics. Milner Library is the central library facility for the

university community with a staff of 110 including thirty-four professionals, over one million volumes and a materials budget of \$1.4 million. The library is a member of the CRL and the Library Computer System (LCS), a resource-sharing network of twenty-nine academic institutions in the State of Illinois. Duties: With two other librarians and four civil service personnel, works within the Humanities Division of the Library as a subject librarian furnishing: 1) reference service in the humanities generally, including Music, and 2) collection development, 3) bibliographic instruction, and 4) departmental liaison in Music and one other humanities area, depending on the candidate's qualifications and library need. Administers Humanities Audio/Visual Center (20,000 plus records, CDs, videotapes) services, personnel, and collection. Reports to Humanities Division Head. Required Qualifications: ALA-accredited MLS; graduate degree in Music or Musicology; relevant Humanities and Music reference experience. Preferred Qualifications: Reading knowledge of German and French; online searching facility: in remote databases, library catalog, and CD-ROM indexes. Salary and Rank: \$24,000 minimum, faculty rank and eligibility for tenure. Position Available: July 1, 1989. Deadline: Applications will be accepted until position is filled, but for maximum consideration, applications should be received no later than June 20, 1989. To Apply: Submit resume to: Music Librarian Search Committee, 311 Milner Library, **Illinois State University**, Normal, IL 61761. ISU is an Equal Opportunity, Affirmative Action Employer.

INFORMATION SERVICES LIBRARIAN, Education Library. The University of Virginia. Under the supervision of the Education Librarian, organizes, manages, and coordinates electronic and related information services. Assumes a proactive role in evaluating and implementing new electronic systems and products; in developing information services through technology such as computers, CD-ROM's and videodisks; and in instructing users in indexing and abstracting systems and other new technology. Provides reference service; designs and conducts library instruction; produces guides, displays, and instructional materials; carries out surveys of user needs; develops and maintains reference resources. Oversees circulation services, reserves, and interlibrary loans. Required Qualifications: MLS from an ALA-accredited library school; knowledge of and experience with computer applications and with technologies such as CD-ROM's and videodisks; ability to organize and manage library information services and instruct users; ability to work and communicate effectively with faculty, students, and staff. Preferred Qualifications: Undergraduate or graduate degree in Education; library experience; supervisory experience. Benefits: General faculty status, 22 days vacation, generous sick leave, Blue Cross/Blue Shield, state and TIAA/CREF retirement plans, research leave. Salary: \$22,000 or higher, depending on qualifications. Applications received before July 14 will be given first consideration. Send letter of application, resume, and names, addresses, and phone numbers of three references to: Gail Oltmanns, Personnel Director, Alderman Library, **University of Virginia**, Charlottesville, VA 22903-2498. An equal opportunity, affirmative action employer.

LIBRARIAN. One-half time in reference, one-half time in other areas depending on background and experience. Reference duties will include general reference (evening and weekend rotation required), database searching, and library instruction. Other duties may include multicultural resource development or coordinating a database search service. MLS from an ALA-accredited institution required. Academic background in science or multicultural studies is desirable. Preference will be given to candidates with the ability to relate to an ethnically diverse student population. Faculty rank and tenure-track position. Salary range \$31,680-\$43,896. Starting date August 21 or as soon thereafter as possible. Attractive benefits package. Correspondence, applications, and confidential papers should be sent by June 16, 1989, to: A. Zane Clark, Search Committee Chair, Henry Madden Library, Administrative Office, **California State University**, Fresno, CA 93740-0034. Phone: (209) 294-2230. An equal opportunity employer.

LIBRARIANS. Applications are invited for posts of Campus Librarian and Deputy Librarian at the Main Library of the St. Augustine Campus effective as soon as possible. A good degree and professional qualifications in library/information science, with considerable experience in academic library management required. A working knowledge of at least one foreign language desirable and experience with automated library systems would be a distinct advantage. Annual Salary Ranges: Campus Librarian, \$91,788-\$111,372; Deputy Librarian, \$82,536-\$93,984. Pension, passages, housing. Send applications detailing qualifications and experience and naming

three references, as soon as possible, to: Campus Registrar, **University of the West Indies**, St. Augustine, Trinidad, W.I. Further information sent to all applicants.

MANAGEMENT TRAINEE (Two positions). Seeking two flexible, innovative individuals interested in quickly becoming part of management. One position will initially work under the direction of the Head of the Circulation Department and the other position will initially work under the direction of the Head of the Reference Department. Participates in a one- or two-year library-wide orientation program preparing the individual for a supervisory role in the Strozier Library, Florida State University. Responsibilities include orientation and special assignments in all areas of the library in addition to circulation or reference, assisting library users, coordinating student assistants, super-

vising and a variety of management skill development opportunities. Duties include some night and weekend work. Must have an MLS degree from an ALA-accredited library school. Two years of professional experience after receipt of the MLS degree required for Assistant University Librarian; five years of professional experience after receipt of the MLS degree required for Associate University Librarian. Supervisory experience and a strong interest in management preferred. Public service orientation helpful. This is a non-tenure-earning twelve-month General Faculty appointment. Salary range is \$20,000 to \$24,000 for Assistant University Librarian, \$22,000 to \$29,000 for Associate University Librarian. Standard state benefits of annual leave, sick leave, insurance coverage and retirement. July 13, 1989, application must be received by this date to be considered. Send letter of application, resume, and names of three refer-

REFERENCE SERVICES COORDINATORS

The University of Tennessee, Knoxville

The John C. Hodges Library is seeking 3 subject coordinators for its newly re-organized Reference and Information Services Department which encompasses general reference, government documents and microforms, library instruction, and database searching. These services are supported by 22 faculty and 8 staff members. RIS is the primary liaison to the teaching faculty and has a major role in collection development. Coordinators report to the Head, RIS, and as members of the department's administrative team, participate fully in department activities and in the planning, development, and refinement of effective user services. Some evening and weekend service required. All positions available July 1, 1989.

1) *Reference Services Coordinator, Social Sciences*. Supervises, evaluates, and provides guidance to approximately 1/3 of the reference faculty whose liaison responsibilities include the social sciences, the College of Business Administration, and the College of Education. Appointment at Assistant or Associate Professor. Minimum salary \$28,000.

2) *Reference Services Coordinator, Humanities*. Supervises, evaluates, and provides guidance to approximately 1/3 of the reference faculty whose liaison responsibilities are the humanities (including art, classics, languages and literatures, history, philosophy, and religious studies) and the School of Architecture. Appointment at Assistant or Associate Professor. Minimum salary \$28,000.

3) *Reference Services Coordinator, Science and Technology*. Supervises, evaluates, and provides guidance to approximately 1/3 of the reference faculty whose liaison responsibilities include the physical, life, and health sciences, the College of Engineering, the College of Human Ecology, and the College of Nursing. Appointment at Assistant or Associate Professor. Minimum salary \$30,000.

Qualifications: All positions require ALA-accredited MLS degree; a minimum of three years academic library experience, preferably applicable to the descriptions and responsibilities outlined above; strong service orientation; ability to work effectively with faculty, students, and staff; excellent interpersonal skills and leadership abilities. Library faculty must meet university requirements for promotion and tenure. Preferred: additional graduate degree in an applicable subject area.

The University of Tennessee is a multi-campus system of higher education and the state's official university and land-grant institution. UT, Knoxville is the major comprehensive university in the four-campus system. The UTK Library with an annual budget in excess of \$6.2 million, holds 1.5 million volumes and receives over 18,000 current serials. The new Central Library facility opened in September 1987. A major Library Development Campaign is now underway. The Library is a member of SOLINET, the Association of Research Libraries and the Center for Research Libraries.

Librarians at The University of Tennessee, Knoxville have faculty rank and status and are appointed for twelve months. These are tenure-track appointments. Tuition remission is available to university employees; partial undergraduate tuition remission is available to dependent children and spouses of UT employees. There is no state income tax.

Send letter of application, a current resume, and the names, addresses and telephone numbers of three recent references to:

Jill Keally
Personnel Librarian
The University of Tennessee Library
Knoxville, TN 37996-1000

Review of applications will begin **July 1, 1989**, and will continue until the positions are filled.

UTK is an EEO/AA/Title IX/Section 504 Employer.

ences to: Lois Burdick, Assistant Director for Administrative Services, Room 105, Administrative Office, Strozier Library, **Florida State University**, Tallahassee, FL 32306-2047. Please cite position no. 53203/53317. An equal-opportunity, affirmative-action employer.

MEDIA SERVICE LIBRARIAN. George Mason University, rapidly growing institution in Northern Virginia (20 miles from Washington, D.C.) seeks librarian to manage library and campus-wide media services program in highly automated environment. Will work closely with faculty and other professional staff to develop traditional and non-traditional approaches to instructional support and media services at the University. Develops and produces instructional materials, works with liaison librarians in developing the media collection. Supervises 4.5 classified employees. Required: ALA-accredited MLS and experience in an academic library media environment. Preferred: Second master's degree or coursework in relevant area. Supervisory experience. Understanding and demonstrated application of media technologies and production in libraries, classroom, etc. Familiarity with program evaluation, administration, and development. Salary: \$28,000 + depending upon qualifications. Send letter of application, resume, and names of three references to: Library Appointments Committee, **George Mason University Library**, 4400 University Drive, Fairfax, VA 22030-4444. Screening will begin June 30, 1989. Recruitment will continue until position is filled. AA/EOE.

PROCESSING COORDINATOR (Newly created position). Faculty tenure-track appointment. The Processing Coordinator has an academic year, guaranteed summer position, and reports to the Library Director. The position is a renewable three-year appointment, at the pleasure of the Library Director and the Library Faculty. The University of Wisconsin-Stevens Point is one of 13 degree-granting campuses in the University of Wisconsin System. The University is located in central Wisconsin, 110 miles north of Madison. Currently there are approximately 9,000 students and 550 faculty and academic staff members. The University Library has a collection exceeding 300,000, a select government depository of 750,000, and a staff of 34, including 16 faculty. The library is a highly automated component of a regional and campus network, using OCLC, LS2000 online cataloging and circulation system, Faxon serials control, ACQ-350 acquisitions system, and online and compact disc technology. Description: The Processing Coordinator coordinates and integrates monographic and serials acquisitions, cataloging, collection maintenance, and circulation services (including the Main, Reserve, Periodicals, IMC and Government Documents units). The Processing Coordinator is directly responsible for the development and coordination of processing operational functions and services in the University Library. The Coordinator is responsible for the formulation and management, in consultation with library faculty and staff, of processing policies. Qualifications: MLS from an ALA-accredited institution; second master's or specialist degree is required for tenure as a faculty member; knowledge of, and experience with automated systems and a bibliographic utility in an academic library; successfully demonstrated managerial and supervisory skills; commitment to shared governance; evidence of continual professional growth; strong communication and interpersonal skills. Appointment date: As soon as possible after July 1, 1989. Rank and salary: \$24,400 minimum (Assistant Professor); salary and rank dependent on qualifications and experience. Application procedure: Please send letter of application, resume, and 3 names of references, addresses and phone numbers. Apply to: Carole Van Horn, Chairperson, Processing Coordinator Search and Screen Committee, University Library, Learning Resources Center, 900 Reserve Street, **University of Wisconsin-Stevens Point**, Stevens Point, WI 54481; (715) 346-3601. Deadline: The Search and Screen Committee will begin reviewing applications on July 1, 1989, and will continue to do so until the position is filled. The University of Wisconsin is an Equal Opportunity, Affirmative Action Employer.

PROCESSING LIBRARIAN, The Library of Congress, GS-1410-9 (6232), \$23,846-\$31,001. The Library of Congress is currently seeking highly qualified applicants for the position of Processing Librarian. This position requires the processing of rare books and other materials, in a variety of languages, in the Rare Book and Special Collections Division. Applicants must have a Master's degree in Library Science, AACR II, some knowledge of foreign languages, as well as knowledge of the principles and practices of descriptive and subject cataloging. For more detailed information on this position, contact: The **Library of Congress**, Employment Office at (202) 707-5620 and ask for Vacancy Announcement No. 90206. To be consid-

ered, applications must be received by the Employment Office no later than June 15, 1989. EOE.

RARE BOOKS CATALOG LIBRARIAN, Special Collections, Washington University, St. Louis, Missouri. Performs original and adaptive cataloging of rare books and other printed materials; serves as bibliographer for a subject area for the general libraries; assists users of Special Collections; supervises catalog maintenance, shelving of printed materials, bookplating, processing and preparation of protective enclosures and related activities. Required: MLS degree from ALA-accredited library school; academic library or equivalent cataloging training or experience with AACR2 and LC classification; ability to work with non-English languages and non-Roman alphabets. Strongly Preferred: rare book cataloging training or experience. Desirable: MA degree in the humanities; working knowledge of OCLC and other automated systems; collection development experience; supervisory experience; knowledge of preservation procedures; knowledge of national and international trends in bibliographic description. Minimum salary: \$21,316. Send letter of application, resume, and three letters of reference to: Personnel Office, **Washington University**, Box 1184, One Brookings Drive, St. Louis, MO 63130-4899. Position will remain open until filled. Initial review of applications will begin August 18, 1989. Employment eligibility verification required upon hire. Washington University is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN. Available immediately. Indiana University School of Law Library. Large dynamic urban campus, site of I.U. Schools of Medicine, Dentistry, Nursing, Business, Law; large undergraduate/graduate programs (over 24,000 students, 750 in Law School), world class sports facilities. City consistently has been ranked high in quality of life. Requirements: MLS (ALA-accredited). Prefer candidates with experience in reference or other public service functions, but also seek candidates with strong academic/performance/service background. Duties: Provide reference service (some evenings), participate in book selection, assist at Circulation Desk if needed, maintain microform/media collection, maintain Indiana legislative materials and appellate court briefs, and miscellaneous public service duties. After appropriate training, will also teach legal bibliography to law students and outside groups. Salary: \$19,885. Fringe Benefits: Equivalent to nearly 30% of salary (TIAA/CREF fully paid by University). Tenure track. Deadline: June 1, 1989, but later received applications considered until position is filled. Apply: Application, resume, three references to: Merlin P. Whiteman, Assistant Director for Reader Services, Law Library, **Indiana University School of Law**, 735 West New York Street, Indianapolis, IN 46202. (317) 274-4027. Indiana University is an Affirmative Action, Equal Opportunity Employer.

REFERENCE LIBRARIAN/BUSINESS SPECIALIST. Search Reopened. Assist in providing reference services in business subjects, social science and humanities. Minimum requirements: MLS degree from an ALA-accredited school; reference experience, including work with business materials; knowledge of business literature; experience with bibliographic instruction, online searching; working knowledge of one modern European language. Acts as liaison to the Business School faculty. Salary \$24,000-\$26,000. Excellent fringe benefits. Open August. Send resume by July 6 to: James DeLancey, **Georgetown University Library**, P.O. Box 37445, Washington, DC 20013. G.U. is an Equal Opportunity, Affirmative Action Institution in employment.

REFERENCE LIBRARIANS (2 or more positions). The University of Missouri-St. Louis Thomas Jefferson Library is seeking librarians to provide general reference desk service and associated reference activities and to participate in collection development. The Library is being renovated, will soon move into a six million dollar addition, and has recently gone through a major reorganization. The Reference Division consists of 8 professionals. Required qualifications include an ALA-accredited MLS and a commitment to excellent service and professional development. Experience in reference, bibliographic instruction, use of an online catalog, online searching, or collection development are desirable. A subject master's degree is also preferred. Individual positions will include primary responsibility for bibliographic instruction or online services. Salary: \$20,000 minimum, commensurate with experience. To apply send letter of application, resume, and the names of three references to: Sandra Snell, **University of Missouri-St. Louis Libraries**, 8001 Natural Bridge Road, St. Louis, MO 63121. Phone (314) 553-5080. Applications received by June 28, 1989, will receive priority consideration. Positions will re-

main open until filled. An AA/EOE Employer.

SCIENCE/ENGINEERING LIBRARIAN. The Wichita State University Library is seeking a Science/Engineering Librarian who will serve in a general university library setting as library liaison to the College of Engineering and other departments as assigned, and function as a member of The Institute of Aviation Technology Transfer Team. Will assist users at a general reference desk, take part in bibliographic instruction and collection management programs, and provide computer searches. Participates in reference and collection management decision-making and in Library and University activities. As a member of The Institute of Aviation Technology Transfer Team, provides information services to the aircraft industry and to business, industry and inventors. An ALA-accredited MLS and an undergraduate degree in engineering or the physical sciences, or experience as a science librarian is required. An additional graduate degree in a scientific field is desired. The Wichita State University is an urban institution with an enrollment of 17,000. The library is fully automated on the NOTIS SYSTEM. Librarians at Wichita State enjoy faculty rank, privileges, and responsibilities. Wichita is an active, growing city with a population of 350,000. Professional activities and conference attendance are supported by the library. Starting salary \$22,000 to \$27,000 for 12-month appointment, depending on experience and qualifications. The successful candidate will be eligible for tenure review. Benefits include TIAA-CREF, and a choice of Blue Cross-Blue Shield or HMO. Letter of application, resume and names of three references should be sent to: Joan Hubbard, Coordinator of Collection Development, Campus Box 68, the **Wichita State University**, Wichita, KS 67208. Preference will be given to applications received by July 15, 1989, but applications will be accepted until the position is filled. The Wichita State University is an affirmative action, equal opportunity employer.

SCIENCE LIBRARIAN (Search reopened). The University of Idaho Library seeks flexible, outgoing individual for reference/collection

development duties in a divisional science/technology library. Required: ALA-accredited MLS. Preferred: Science reference experience; science background; computer searching experience/training. Benefits: Full faculty rank and benefits, \$20,000-\$24,000 depending on experience. The University of Idaho offers the cultural opportunities and amenities of a university town, while being located in the midst of an outstanding outdoor recreation area, within easy drive of national parks and wilderness areas. Send vita and names of three references to: Ronald W. Force, Selection Committee Chair, **University of Idaho** Library, Moscow, ID 83843, (208) 885-7070. Application review begins June 30, 1989. (May be extended until a suitable candidate applies). AA/EOE.

SCIENCE LIBRARIANS: (2 Position Available) Engineering Librarian and Science User Education Coordinator; Geology/Chemistry Librarian and Science Bibliographer, Yale University Library. Minimum rank: Librarian II. Responsibilities: Manages the appropriate libraries. Responsible for collection development in these libraries. Qualifications: MLS degree from an ALA-accredited library school. Two or more years of science reference experience with substantial online searching experience. Ability to work cooperatively in a demanding and rapidly changing environment. Demonstrated interpersonal skills, including development experience. User education experience. Microcomputer or other computing experience. Supervisory experience preferred. For Engineering: Undergraduate degree or extensive experience in engineering or applied sciences. For Geology/Chemistry: Undergraduate degree in natural or chemical sciences. Salary and rank dependent on qualification; from a minimum of \$27,3000. Applications will be accepted until the positions are filled. Please send letter of application, (specify position) resume, and names of 3 references to: Diane Y. Turner, Acting Head, Library Personnel Services, **Yale University** Library, P.O. Box 1603A Yale Station, New Haven, CT 06520. An EEO/AA employer.

SENIOR ASSISTANT LIBRARIAN, Public Services Department



HEAD, PRESERVATION REPLACEMENT/ PHOTOGRAPHIC SERVICE

University of California, Berkeley

Assistant-Associate Librarian. The Conservation Department maintains the research collections of Berkeley's Main Library, Moffitt Undergraduate Library, the Bancroft Library and 23 branch libraries. Two of the Department's divisions include the Preservation Replacement division, which manages the replacement process for items too deteriorated for continued circulation, and the Library Photographic Service, which is responsible for preservation microfilming and copy photography for the Library and outside customers. These divisions are managed by the Head, Preservation Replacement/Photographic Service. Specific responsibilities of the Head, PR/PS include overseeing production, managing personnel, preparing and monitoring budget, tracking grant monies, and serving as liaison to other departments as needed. Other duties involve representing the Library preservation program in capacities and implementing grant projects, planning and managing program research and development, and training in preservation practices. MLS degree or equivalent, demonstrated professional accomplishments, and knowledge of preservation replacement, microfilming and copy operations are required. Effective interpersonal and communication skills are also essential. Experience in management of a research library preservation program, grant preparation and administration, budget management, and supervision is highly desirable. Salary range: \$26,136-\$37,512 per annum, based on qualifications. Position will be available August 1, 1989. **Closing date for applications is June 30, 1989.** Please apply in writing, including with your letter a full resume and the names and addresses of three references. Send to:

Janice Burrows
Director of Library Human Resources
447 Library Annex
University of California
Berkeley, CA 94720.

The University of California is an Equal Opportunity, Affirmative Action Employer.



(tenure-track, full-time). Salary range: \$2,640–\$3,658/month. Application deadline: June 30, 1989. Qualifications: MLS from an ALA-accredited library school or equivalent. Reference and instructional skills. Interest in, experience with, or recent coursework in online database/CD-ROM reference services. Desirable: Leadership/organizational ability and strong interpersonal communications skills. Ability to assist in long-range planning and coordinating equipment and facility needs for computerized reference services. Provides reference services for students and faculty; provides bibliographic instruction; chairs the Reference Database Committee; coordinates training program and maintains computer instruction manuals. Submit letter of application, resume, and names, addresses and phone numbers of 3 professional references, to: Ann Waggoner, Chair, Public Services Department, Oviatt Library, **California State University-Northridge**, 18111 Nordhoff Street, Northridge, CA 91330. An AA/EO, Title IX Section 503 and 504 employer.

SOCIAL SCIENCES & BUSINESS LIBRARIAN, (temporary appointment). Northern Illinois University Libraries. Date of Appointment: September 1, 1989. Salary: \$27,000 minimum. Term of Appointment: Twelve-month contract. Academic Rank: Faculty rank based upon qualifications and experience. Reports to: Head, Social Sciences & Business. Educational Requirements: MLS from an ALA-accredited library school required for appointment as instructor. For assistant professor or above, a second master's degree or 30 hours of graduate course work or equivalent required in addition to the MLS. Advanced work in economics or business preferred. Individuals hired without a second master's degree or 30 hours will be appointed on a fixed term basis as instructor during which they will be expected to complete a second master's degree or 30 additional hours. Qualifications: Ability to handle collection development in economics and business including faculty liaison work. Experience with library bibliographic instruction or teaching preferred. Experience with online database searching desired. Applicants should demonstrate an ability to communicate effectively with faculty, staff, and students and be able to work cooperatively in a demanding and changing environment. Experience in an academic library preferred. Duties and responsibilities: Participates in library programs for collection management and development, reference desk service, library instruction, and online database searching. In addition to business and economics the Social Sciences & Business Department's programs include education, history, and political science. Participates in departmental and library planning and policy development. Benefits: Illinois State Retirement System; 24 vacation days; faculty status and rank. Deadline for Applications: June 1, 1989. Send a cover letter with 1) a complete statement of qualifications; 2) resume of education and relevant experiences; and 3) names, addresses, and telephone numbers of at least three references to: Gordon S. Rowley, Associate Director, 416 Founders Memorial Library, **Northern Illinois University**, De Kalb, IL 60115-2868. NIU is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

SOCIAL SCIENCES REFERENCE/BIBLIOGRAPHER. Information Services Department. Syracuse University Library. Reports to Head, Information Services Department. Responsible for collection development in the social sciences with emphasis on public administration and political science. Serves as faculty liaison with appropriate departments, including the Maxwell School of Citizenship and Public Affairs. Provides an array of reference/user services including online database searching and bibliographic instruction in subject specialization. Contributes to major bibliographic publication in the social sciences. Required: MLS from an ALA-accredited institution; at least four years experience in a research library or equivalent setting, experience in collection development in the social sciences; experience in online database searching, familiarity with data files and microcomputers; knowledge of contemporary issues in reference and collection development; strong service orientation; demonstrated writing/editing skills; effective oral communication skills; ability to work collegially in a large departmental setting; commitment to promotion of traditional and electronic information services and collections. Preferred: Graduate degree in political science or public administration; working knowledge of at least one modern European language; experience with U.S. and international documents collections; experience with current library technology. Salary: Commensurate with education and experience; minimum \$26,000. Send letter of application, resume and the names and telephone numbers of three references to: Search Committee for Social Sciences Refer-

ence/Bibliographer, Syracuse University Library, Office of Human Resources, **Syracuse University**, Skytop Offices, Syracuse, NY 13244-5300. Applications received by July 1, 1989, will be given first consideration. Syracuse University is an equal opportunity, affirmative action employer. The University is particularly interested in the applications or nomination of women and minorities.

SPECIAL COLLECTIONS/RARE BOOKS CATALOGER, Temple University Libraries. Reporting to the Head of Bibliographic Services, incumbent coordinates all special collections cataloging activities. Responsibilities include provision of original and adaptive bibliographic records for print and non-print materials designated for the Rare Books and other units of Special Collections. Serves as primary contact to curators and staff of Special Collections. Monitors work-flow and oversees activities associated with the formulation, documentation, and implementation of special collections cataloging policies and procedures. Assists in planning for Library-wide services through participation in committees and task forces. Qualifications: MLS from ALA-accredited program; two–three years professional rare book/special collections cataloging experience preferably in a large academic or research library. Knowledge of AACR2, LCSH, LC classification, USMARC formats, standards for bibliographic description and citation forms for rare book cataloging, and RLIN or equivalent national bibliographic utility. Familiarity with online integrated systems is desirable. Reading knowledge of German and/or Italian. Effective communication, interpersonal and problem solving skills, and demonstrated ability to supervise and direct staff. Salary: Minimum: \$22,000, depending on qualifications and experience 10-month appointment. An additional month may be required for an added 10% of annual salary. Liberal fringe benefits include health, dental, and life insurance; tuition remission; TIAA-CREF. Send letter addressing all qualifications stated above, resume, and names of 3 references to: Laila El-Zein, Chair, Search Committee, c/o Administrative Services Department, Paley Library 017-00, **Temple University**, Philadelphia, PA 19122. Review of applications to begin on June 30, 1989, and will continue until position is filled. An AA/EO employee.

TECHNICAL SERVICES LIBRARIAN, Gettysburg College. Muselman Library houses a collection of over 300,000 volumes in a modern award-winning building. Responsibilities include: 1) maintaining the machine readable bibliographic database, 2) coordinating collection development and supervising associated record keeping, 3) coordinating the management and evaluation of Geac's ADVANCE integrated library system, 4) supervising one librarian and seven support staff. Librarians are responsible for sharing in scheduled general reference assistance and serving as collection development liaisons. Qualifications include: 1) experience in cataloging with OCLC or RLIN, 2) good management abilities, strong analytic and problem-solving skills, and a creative mind, 3) excellent written and oral communication skills, 4) master's degree from ALA-accredited institution. Salary: upper 20's. Full job description and related documents sent upon request. Position available mid-summer. Applications will be reviewed until position is filled. Preliminary interviews available at ALA. Complete applications will include letter, graduate transcript(s), vita, names of three references, and preferably a placement file. Submit to: Willis M. Hubbard, College Librarian, **Gettysburg College**, Gettysburg, PA 17325-1493. (717) 337-7001. Gettysburg College is a highly competitive liberal arts college of 2,000 students related to the Evangelical Lutheran Church in America. It is an affirmative action, equal opportunity employer. Women and minority candidates are encouraged to apply.

TWO PUBLIC SERVICES LIBRARIANS, Tenure-Track, 12-Month Positions open in a 750,000 volume library serving a multi-ethnic university population of 12,000 in the San Francisco Bay Area. Required: ALA-accredited MLS; experience in working with an ethnically diverse student body; demonstrated ability to communicate effectively both orally and in writing; demonstrated professional commitment. Progressive professional and/or scholarly development required for promotion and tenure. Includes evening and weekend duty. Circulation Services Librarian: Responsibility for circulation desk and reserve book room; automated circulation system operation; stack maintenance; physical access and collection security; analysis of collection use data. Participation in implementation of integrated online public access catalog including circulation and reserve modules. Requirements: minimum of three years' professional experience preferably in an academic library, with a minimum of two years in circulation or access services in a library which utilizes an

online system. Demonstrated interpersonal and management skills; strong commitment to service; Senior Assistant or Associate Librarian rank, depending upon experience and qualifications (\$31,680-\$48,204). Reference Librarian: Duties include general reference service, bibliographic instruction, database searching, reference collection development, other related duties as assigned and serving as backup at branch campus. Requirements: At least two years full-time professional academic library experience performing general reference, bibliographic instruction and database search-

ing. Academic background in physical/life sciences is preferred. Senior Assistant Librarian rank, depending upon experience and qualifications (\$31,680-\$38,136). Positions open until filled. To be assured consideration applications must be received by July 15, 1989. Send letter of application, including complete resume and names, addresses and telephone numbers of 3 references to: Melissa Rose, Library Director, **California State University, Hayward**, Hayward, CA 94542. Applications from women and minorities welcome. AA/EOE.

LATE JOB LISTINGS

ASSISTANT ACQUISITIONS LIBRARIAN. Performs general acquisitions duties (verification and ordering); works with OCLC and VTLIS records; supervises music binding. MLS required. Academic library experience, second language, familiarity with music desired. Position available July 1, 1989. Review of applications begins June 15 and will continue until position is filled. Salary: \$16,937--\$19,970. Send letter of application, current resume, official copy of transcripts, and names, addresses and phone numbers of three references to: David C. Genaway, University Librarian, Maag Library, **Youngstown State University**, Youngstown, OH 44555-3675. YSU is an Equal Opportunity, Affirmative Action Employer.

ASSISTANT LIBRARIAN FOR ADMINISTRATIVE SERVICES. George Mason University, a rapidly-growing university in the Washington D.C. area, is seeking an Assistant Librarian to assist in the overall management of the University library, with primary responsibilities in budget analysis and management of the personnel program, including staff development. We need someone interested in all phases of library management who would enjoy the challenge of planning a new facility and expanding into new space in the current building at the same time a new integrated system is being implemented and the collections and staff are growing. Background in statistics and interest in grantsmaking would also be desirable. The Assistant Librarian is a member of the administrative team and supervises two classified staff. ALA-accredited MLS and relevant library or other experience required; experience with budgets, personnel, supervision, and/or grantsmaking highly desirable. Salary: \$26,000 and up, depending on qualifications. Send cover letter and resume with names of three references to: Assistant Librarian Search Committee, **George Mason University**, 4400 University, Fairfax, VA 22030-4444. Position will remain open until a suitable candidate is found; reviewing of resumes will begin July 10. AA/EOE.

ASSISTANT UNDERGRADUATE LIBRARIAN (2 or 3 positions). Provides reference and information services to users. Participates in course-integrated bibliographic instruction. Responsible for collection development and faculty liaison in assigned subject areas. Duties may include administration of U.G. Library's circulation/shelving department, or the periodicals and CD-ROM site; management of the reserves unit; or coordinating facets of reference and information programs. Responsibilities assigned will be based on personal qualifications and present staffing arrangements. Qualifications: Required: MLS/ALA-accredited. One year of experience in reference and/or bibliographic instruction. Commitment to dynamic public services for undergraduates. Ability to meet university requirements for promotion/tenure. Preferred: Experience with public access online catalogs and/or CD-ROM database searching. Desired: Familiarity with collection development. Experience in supervision/management. Salary/Rank: \$21,000 upward, depending on qualifications/experience. Twelve-month appointment/Assistant Professor. Must meet university requirements for promotion/tenure (librarianship, research, publication, university/professional service). Application: Send

application, resume, names and addresses of five professional references by July 17, 1989, to: Allen G. Dries, Library Personnel Manager, **University of Illinois Library (U-C)**, 1408 W. Gregory Dr., Urbana, IL 61801. Phone: (217) 333-5494. Additional Information: Contact Betsy Wilson, Chairperson, Search Committee, Undergraduate Library: (217) 333-3489. The University of Illinois is an Affirmative Action, Equal Opportunity employer.

CATALOG LIBRARIAN, Joyner Library, East Carolina University. Catalog Librarian: Responsible for original and complex copy cataloging of monographic and audiovisual materials. This is a 12-month fixed-term faculty position and reports to the Coordinator of Technical Services. Salary \$22,000 minimum, depending on qualifications. Qualifications Required: ALA-accredited master's in library science; working knowledge of AACR2, LC rule interpretations, LCSH, LC classification, and OCLC standards; experience with audiovisual cataloging; good oral and written communication skills; ability to work effectively with all levels of staff; ability to work well independently. Preferred: Knowledge of a modern European language; second master's degree. East Carolina University's libraries serve a campus community of over 15,000 students and 950 faculty. The University is a constituent institution of the sixteen-campus University of North Carolina. Screening of applications will begin August 1, 1989, and continue until position is filled. Send letter of application, resume, copies of transcripts, and names of three current references to: Jo Ann Bell, Acting Director of Academic Library Services, Joyner Library, **East Carolina University**, Greenville, NC 27858-4353. Official transcripts from each college or university attended will be required prior to any offer of employment. Federal law requires proper documentation of identity and employability at the time of employment. It is requested this documentation be included with your application. East Carolina University is an affirmative-action, equal-opportunity employer and, as such, encourages applications from women, blacks, and other minorities.

CATALOG LIBRARIAN, Wabash College. Principal cataloger of monographs, musical scores, and AV formats using the OCLC system, AACR2 and Library of Congress classification. Cataloging assistance provided by clerks and students trained and supervised by the catalog librarian. Also responsible for catalog maintenance, directing completion of a retrospective conversion project (using OCLC microcon system), and planning for installation of an electronic catalog in the 1990s. Assists in providing reference service. Qualifications: Cataloging experience preferred. Organizational skills. Broad, informed intellectual interests evidenced by a record of strong preparation, at least at the undergraduate level, in a liberal arts discipline. MLS or comparable advanced degree. Position available September 1, 1989. Salary negotiable with minimum of \$23,000, initial two-year appointment, eleven-month work year, associated faculty rank with all faculty privileges except tenure and sabbatical leave, good fringe benefits. Letter of application, resume and at least three letters of reference to: Larry Frye, Lilly Library, **Wabash College**, P.O. Box 352, Crawfordsville, IN 47933. Mr. Frye will be interviewing at ALA/Dallas, June 24-27. Review of applications will begin July 15, 1989. The College is recognized nationally for its commitment to excellence in undergraduate education. Women and minorities are encouraged to apply. EOE.

CIRCULATION SERVICES LIBRARIAN/AUDIO-VISUAL COORDINATOR. Under direction, Head of Public Services, is responsible for a circulation/reserve department of six plus staff. Coordinate circulation procedures and policies within a unified library system; develop diverse multimedia collection now consisting of 17,000 items. Some reference desk service required. Knowledge of automated circulation systems, or computer technology applicable to library operations expected. Familiarity with Geac desirable.

MLS from accredited library school; 3 years experience in academic, research, or special library required. Salary: Negotiable, dependent upon experience and qualifications, minimum \$30,705. Submit resume, 3 sources for current reference no later than July 14, 1989, to: Sandra Troy (App. #152), Library Personnel Officer, **Rutgers University Libraries**, 169 College Ave., New Brunswick, NJ 08903. EO/AAE.

DIRECTOR OF INFORMATION SERVICES AND UNIVERSITY LIBRARIAN. Griffith University wishes to make an appointment to the position of Director of Information Services and University Librarian. The Director of Information Services will be the Executive Officer of the Division of Information Services which incorporates the University Library and the Information Technology Centre, and will be responsible for the management of the Division. The Information Services Division provides library, information, and computing services to the University. The appointee will report directly to the Vice-Chancellor. Appointment to this position will be for an initial five-year term, with eligibility for reappointment. The appointee will be expected to take a leadership role in providing innovative and improved services to students, staff, researchers, and University management. A most important aspect of this role will be planning for the application of computer technologies to enhance and reshape information services at Griffith University. The successful applicant will have a firm grasp of the issues facing universities; thorough familiarity with the operation and requirements of a modern academic teaching and research library; strong leadership and management skills at a senior administrative level and in a collegial environment; superior communication skills; demonstrated ability to administer and represent the library and the information technology functions persuasively within the University; knowledge of and commitment to library automation in particular and information technology in general; knowledge of the place and use of information technology in the University setting; a strong commitment to the development of information services using the innovative opportunities which technology provides; and successful experience with budgeting and planning processes, personnel management, resource development, and facilities planning. The successful applicant will have full professional qualification in librarianship (qualification for the Associateship of the Australian Library and Information Association---ALIA). The remuneration package for the position will be about \$85,000 including salary, superannuation, and use of a vehicle. The distribution of the package between these areas will be negotiated by the Vice-Chancellor with the successful applicant. The University will assist with the cost of fares, removal expenses and housing. Applications from both women and men are encouraged. Employment benefits include the possibility of access to full-time child care and after-school care. Applications, citing three professional references should be submitted by Friday, June 16, 1989 (though later applications will be considered), and should be addressed to: The Secretary, Senior Selection Committee, **Griffith University**, Nathan Qld 4111, Australia. An equal opportunity employer.

DIRECTOR, TECHNICAL AND AUTOMATED SERVICES, Baylor University Libraries. New Search. To provide leadership and management for technical and automated services in a library system implementing the multiLIS online system. Salary: \$36,000 minimum. Tenured faculty position. Contact: Sheila Slater, **Baylor University**, B.U. Box 7151, Waco, TX 76798-7151. Phone: (817) 755-1111, x6678. Preliminary interviews at ALA possible.

HEAD, CATALOG DEPARTMENT, Position #125. Head, Catalog Department, reports to Assistant AUL, Technical Services. Manages department staff, supports public services and collection development programs of Central Library System. Coordinates procedures and policies with other

cataloging units. Chairs Library's Cataloging Policy Committee. Manages work flow, supervision of priorities, budget development and management. Oversees functions for online catalog (HOMER), faculty and staff recruitment, training and supervision. Represents Catalog Department in Technical Services Department Heads meetings. MLS/ALA, extensive experience in bibliographic control in research library environment, management skills in analysis, short- and long-term planning and budget preparation, goal setting, and development of priorities. Experience with online catalog and integrated technical services automation. Salary: Librarian II, \$32,020; Librarian III, \$37,974 minimum salary, plus benefits. Position Open: July 1, 1989, and will remain open until filled. Apply To: Carolyn J. Henderson, Associate University Librarian for Administrative Services, Doheny Memorial Library, **University of Southern California**, University Park, Los Angeles, CA 90089-0182. Applicants submit letter of application; resume; and names, addresses, and telephone numbers of three references. Refer to Head, Catalog Department, Position #125-C&RL. AA/EOE.

HEAD, DOCUMENTS DIVISION (search extended). Coordinates reference and user instruction services, collection development, processing, circulation and administrative operations including staff training. Define goals, establish objectives and formulate policy for the division. Provide overall supervision and management for the Documents Division including 3.5 professional librarians and 6 support staff. Oversee U.S., Texas and Patent Depository Programs. Provide comprehensive reference services through indexes, online and CD-ROM databases. Plan and implement addition of bibliographic records to Library's NOTIS system for three collections: U.S. Documents, Texas Documents and Technical Reports. Maintain liaisons with academic departments for promoting use of Documents resources and services. Qualifications: ALA-MLS. Minimum 6 years professional experience required, including experience with government documents preferably in an academic library. Experience in planning, organization, supervision and management required. Demonstrated user-oriented philosophy required. Should be knowledgeable of automation and technical services relating to government documents. Must possess ability to communicate clearly and effectively. Should possess knowledge of issues and trends associated with government publications and their applications to local programs. Should be knowledgeable of OCLC and/or other automated bibliographic control system. Must possess ability to work with faculty, staff and students. Salary: \$32,000 minimum for 12 months; \$33,000 minimum with second master's. Competitive benefits package. No state income tax. Faculty rank. Texas A&M has an enrollment of 39,000 and is located in Bryan/College Station between Houston and Austin. Closing date: Applications received by July 1, will receive first consideration. Write or call for complete description of duties, qualifications and benefits. To apply send letter of application, resume and names and telephone numbers of 3 professional references to: Roberta Pitts, Head, Personnel Operations, Evans Library, **Texas A&M University**, College Station, TX 77843-5000, (409) 845-8111. AA, EEO employer.

HEAD, READERS SERVICES. Dawes Memorial Library, Marietta College is seeking qualified candidates for the position, Head of Readers Services. Position affords the opportunity to work in a team environment where creativity and new program initiatives are encouraged. Marietta College is a nationally recognized liberal arts institution located in historic southeastern Ohio river town. Library maintains a vital collection of 290,000 volumes and nonprint materials. Department head supervises work of staff (3.5 FTE support staff and 25 student assistants) in reference, circulation, interlibrary loan, and audiovisual center. Duties include providing general reference services, performing online searches, planning and participating in library instruction program, and responsibility for development of reference and government

documents collections. Head of Readers Services reports to College Librarian. ALA-accredited MLS required; 3 years experience in academic reference services including online searching preferred. Excellent communication and interpersonal skills essential. Candidates should possess organizational ability and a willingness to contribute to making library management and policy decisions. Minimum salary \$21,000 for 12 months; faculty rank. 20 vacation days plus fringe benefits package. Preferred starting date September 1, 1989. Review of applications begins July 20, 1989, and will continue until position is filled. Send application letter, resume, and names of 3 references to: Sandra B. Neyman, College Librarian, Dawes Library, **Marietta College**, Marietta, OH 45750. AA/EOE.

MEDIA/MICROCOMPUTER COORDINATOR. Administrative responsibility for Media Center/Microcomputer Laboratory in Undergraduate Library. Participates/coordinates original media cataloging. Provides reference services/bibliographic instruction. Assigned responsibility in UGL book and journal selection. Established faculty liaison, develop reference aids in areas of subject responsibility. Supervise 2 FTE staff, 2 graduate assistants, and \$27,600 student wage budget. Night and weekend work expected. Qualifications: Required: MLS/ALA-accredited. One year experience in media center, with non-print materials or microcomputer facilities. Ability to relate effectively with faculty, staff and students. Experience in supervision/management. Knowledge of microcomputer hardware and software. Ability to meet university requirements for promotion/tenure. Preferred: Reference and/or bibliographic instruction experience in academic environment. Desired: Non-print cataloging experience. Salary/Rank: \$21,000 upward, depending on qualifications/scholarly credentials. Twelve-month appointment/Assistant Professor. Must meet university requirements for promotion/tenure (librarianship, research, publication, university/professional service). Application: Send application, resume, names and addresses of five professional references by July 17, 1989, to: Allen G. Dries, Library Personnel Manager, **University of Illinois** Library (U-C), 1408 W. Gregory Dr., Urbana, IL 61801. Phone: (217) 333-5494. Additional Information: Contact Betsy Wilson, Chairperson, Search Committee, Undergraduate Library: (217) 333-3489. The University of Illinois is an Affirmative Action, Equal Opportunity employer.

MUSIC USER SERVICES COORDINATOR. Coordinates reference and user services within Music Library. Trains staff in reference service. Duties include reference, bibliographic instruction, database searching, collection development, cataloging and faculty liaison. Evening/weekend work required. Qualifications: Required: MLS/ALA-accredited. Master's Degree/Musicology or Music History. Music cataloging experience, including AACR2, MARC tagging, LC Classification and Subject Headings. Reading knowledge of German. Ability to work with research-oriented faculty and students. Research orientation/meet university requirements for promotion and tenure. Preferred: Two years professional experience in music cataloging, reference, and collection development. Familiarity with automated library systems. Desired: Knowledge of one or more Romance languages. Microcomputer experience. Salary/Rank: \$21,000 upward, depending on qualifications/experience. Twelve-month appointment/Assistant Professor. Must meet university requirements for promotion/tenure (research, publication, university, community, and professional service) as well as specific library assignments. Application Information: Send application, resume, names and addresses of five professional references by July 15, 1989, to: Allen G. Dries, Library Personnel Manager, **University of Illinois** Library (U-C), 1408 W. Gregory Dr., Urbana, IL 61801. Phone: (217) 333-5494. The University of Illinois is an Affirmative Action, Equal Opportunity employer.

ORIGINAL CATALOGER, Special Collections. Supervise and direct the cataloging of special collection materials including a large collection of Texas range livestock and science fiction materials. Catalog and classify monographs and arrange for cataloging of serials located in Special Collections Division. Assign LC subject headings and classification numbers; verify cooperative cataloging from OCLC and revise OCLC input. Maintain an awareness of bibliographic access needs of Special Collections Divisions. Assist in training new catalogers and supervise 1.5 support staff. Qualifications: ALA-MLS. Minimum 2 years post-MLS cataloging experience including use of AACR2, OCLC system or similar bibliographic utility, and LC classification and subject headings. Supervisory experience and academic library experience preferred. Salary: \$23,000 minimum for 10.5 months; \$24,000 with additional masters. Competitive benefits package. No state income tax. Faculty rank. Texas A&M has an enrollment of 39,000 and is located in Bryan/College Station between Houston and Austin. Closing date: Applications received by July 1 will receive first consideration. Write or call for complete description of duties, qualifications and benefits. To apply send letter of application, resume and names and telephone numbers of three professional references to: Roberta Pitts, Head, Personnel Operations, Evans Library, **Texas A&M University**, College Station, TX 77843-5000; (409) 845-8111. AA, EEO employer.

REFERENCE AND INFORMATION SERVICES LIBRARIAN. Mary Washington College invites applications for the Reference and Information Services Librarian which will begin on August 1, 1989. The responsibilities will include maintaining general reference materials, member of the bibliographic instruction program, managing information technologies, and introducing microcomputer applications in public services of a highly automated new library serving a liberal arts college community of 3,160. Preferred qualifications include ALA-MLS, experience and demonstrated knowledge in microcomputer applications, variety of CD-ROM products, and integrated online system (VTLS preferred); ability to work effectively with students, faculty and college staff and experience in implementing a bibliographic instruction program for undergraduates. Salary range \$28,000 to \$34,000 dependent upon experience and qualifications, with professional rank and state benefits. Mary Washington College is a state supported undergraduate liberal arts institution with a library collection of 285,000, VTLS, OCLC/SOLINET. To apply, a letter of application, resume and names of three references should be sent to: LeRoy S. Strohl, Library Director, **Mary Washington College**, Fredericksburg, VA 22401-5358 by July 1, 1989. AA/EEO.

REFERENCE/COLLECTION DEVELOPMENT LIBRARIAN (Science and Technology Subject Specialist), Joyner Library, East Carolina University. Responsibilities: Participates in all aspects of reference service including service at the reference desk, online/CD-ROM database searching, and bibliographic instruction. Acts as liaison to the science and technology departments and develops the reference and stack collections in these subject areas. Department staff of 12 includes 9 librarians. Twelve-month, tenure-track faculty appointment. Salary \$22,000 minimum, depending on qualifications. Research and publication expected for tenure and promotion. Qualifications: ALA-accredited MLS, strong oral and written communication skills and reading knowledge of a foreign language. Reference experience in an academic or research library, second master's degree, and experience with library applications for microcomputers preferred. East Carolina University's libraries serve a campus community of over 15,000 students and 950 faculty. The University is a constituent institution of the sixteen-campus University of North Carolina. Screening of applications will begin August 1, 1989, and continue until position is filled. Send letter of application, resume, copies of transcripts, and names of three current references to: Jo Ann Bell, Acting

Director of Academic Library Services, Joyner Library, **East Carolina University**, Greenville, NC 27858-4353. Official transcripts from each college or university attended will be required prior to any offer of employment. Federal law requires proper documentation of identity and employability at the time of employment. It is requested this documentation be included with your application. East Carolina University is an affirmative-action, equal-opportunity employer and, as such, encourages applications from women, blacks, and other minorities.

REFERENCE COORDINATOR, Mabel Smith Douglass Library. Dynamic, creative librarian with good organizational and communication skills to coordinate our reference services. Depending on qualifications, this position will be the bibliographer for the arts and languages including English and will work closely with the faculty in developing the collection. Serves on University Libraries Standing Committee on Public Services and assists in recommending public service goals and priorities for the system as well as the unit. In addition to coordinating reference, provides reference, database searches, bibliographic instruction, collection development and serves as coordinator with media department. MLS from an accredited library school and three years relevant experience in an academic library. Advanced subject degree desirable and scholarly record desirable. Arts background preferred. Salary: Negotiable, dependent upon experience and qualifications with a minimum of \$30,705. Submit resume and three sources for current reference no later than July 14, 1989, to: Sandra Troy (App. #151), Library Personnel Officer, **Rutgers University** Libraries, 169 College Avenue, New Brunswick, NJ 08903. Equal Opportunity, Affirmative Action Employer.

REFERENCE LIBRARIAN (Documents/Social Science). Under direction, Head of Public Services, provides general and specialized reference services. Overall responsibility for organization and development of government documents collection which collects 49% of GPO depository items. Supervise small staff. Provide online database searches, bibliographic instruction, and collection development in government documents and social sciences. Liaison to academic programs and departments. MLS from accredited library school and 3 years reference experience in an academic, research, or special library and two years government documents experience required. Salary: Negotiable, dependent upon experience and qualifications, minimum \$30,705. Resume and three sources for current reference no later than July 14, 1989, to: Sandra Troy (App. #148), Personnel Officer, **Rutgers University** Libraries, 169 College Ave., New Brunswick, NJ 08903. EO/AAE.

REFERENCE LIBRARIAN, Emory University. Available Fall 1989. Responsibilities: Provide general reference services in humanities, social sciences and business in the General Libraries. Assist in providing user instruction and developing instructional materials. Perform computer searches using DIALOG, BRS, CD-ROM products, OCLC, RLIN and DOBIS (the library's local OPAC). Qualifications: Required: ALA-accredited MLS or equivalent degree; strong background in humanities or social sciences, and knowledge of one modern European language; training in DIALOG or BRS and OCLC or RLIN bibliographic utilities; demonstrated strong communications and interpersonal skills. Preferred: Strong background in Art History and/or Spanish language. Beginning Salary and Rank: Dependent upon qualifications and experience. Minimum: Librarian I, \$20,000; Librarian II, \$23,750. Application Procedures: Send letter of application, resume, and names and telephone numbers of three references to: Janet T. Paulk, Robert W. Woodruff Library, **Emory University**, Atlanta, GA 30322. Call: (404) 727-6861 or write for more details. Review of materials begins July 10, 1989, and continues until an appointment is made. Emory University is an EEO/AA Employer.

REFERENCE SERVICES LIBRARIAN. In anticipation of the establishment of a new reference position, the Atkins Library of The University of North Carolina at Charlotte seeks an individual who, under the direction of the Reference Unit Head, will primarily work nights and evenings at the reference desk. Other responsibilities will include some library instruction and online searching. The position, in conjunction with the Unit Head, develops the desk schedule. ALA-accredited Master's degree required. Two or more years public service experience preferred. Experience with online databases and library instruction is highly desirable. Twelve-month appointment, tenure-track position, rank commensurate with experience. Minimum salary \$21,000. State mandated benefits. Send resume and the names of three references by July 15, 1989, to: Raymond A. Frankle, Director, J. Murrey Atkins Library, the **University of North Carolina at Charlotte**, Charlotte, NC 28223. UNC Charlotte is an Equal Opportunity, Affirmative Action Employer. UNC Charlotte complies fully with the Immigration Reform and Control Act of 1986. Women and minorities are encouraged to apply.

RESOURCE DEVELOPMENT LIBRARIAN, HUMANITIES. Responsible for all collection development activities in the humanities, including selection of materials and evaluation of collections. Monitors funds associated with collection development in the humanities. Coordinates gifts and exchange program. Hires, trains and supervises 2.5 support staff. Works with academic faculty in collection building. Qualifications: ALA-MLS. Minimum two years professional (post-MLS) experience, preferably in an academic library. Academic background in the humanities required. Knowledge of at least one foreign language required; a modern European language desirable. Knowledge of OCLC and major print and online bibliographic tools. Requires organizational, analytical and supervisory skills, effective communication skills and the ability to work effectively with faculty, staff and students. Salary: \$23,000 minimum for 10.5 months; \$24,000 with additional master's. Competitive benefits package. No state income tax. Faculty rank. Texas A&M has an enrollment of 39,000 and is located in Bryan/College Station between Austin and Houston. Closing Date: Applications received by July 1 will receive first consideration. Write or call for complete description of duties, qualifications and benefits. To apply, send letter of application, resume, and names and telephone numbers of three professional references to: Roberta Pitts, Head, Personnel Operations, Evans Library, **Texas A&M University**, College Station, TX 77843-5000; (409) 845-8111. AA, EEO employer.

SENIOR ASSISTANT LIBRARIAN. Public Services Department (Tenure-track, full-time). Salary Range: \$2,640--\$3,658/month. Applications Deadline: June 30, 1989. Qualifications: MLS from an ALA-accredited library school or equivalent. Reference and instructional skills. Interest in, experience with, or recent coursework in online database/CD-ROM reference services. Desirable: Leadership/organizational ability and strong interpersonal communication skills. Ability to assist in long-range planning and coordinating equipment and facility needs for computerized reference services. Provides reference services for students and faculty; provides bibliographic instruction; chairs the Reference Database Committee; coordinates training programs and maintains computer instruction manuals. Submit letter of application, resume and names, addresses and phone numbers of 3 professional references to: Ann Waggoner, Chair, Public Services Department, Oviatt Library, **California State University, Northridge**, 18111 Nordhoff St., Northridge, CA 91330. An AA/EO, Title IX Section 503 and 504 Employer.

SPECIAL COLLECTIONS CATALOGER. Position Description: The Special Collections Cataloger is responsible for cataloging materials in all formats using

OCLC and NOTIS. Responsibilities include supervision of copy cataloging and other maintenance activities involving Special Collections. Works under the general direction of the Head of Bibliographic Control while being responsive to priorities set by the Assistant Director for Special Collections. Serves as liaison with the staff of the Special Collections Division. The collecting emphasis of the Division is Texana, the Mexican-American War, Mexican history (1810--1920), and cartographic history. Qualifications: Required: Master's degree from an ALA-accredited library school; demonstrated knowledge sufficient to perform subject analysis in Spanish; minimum of 2 years successful professional cataloging experience, preferably in an academic library; knowledge of AACR2, Library of Congress classification, and LCSH. Desired: Experience in special collections; undergraduate or graduate history major; good interpersonal skills; experience with OCLC or other bibliographic utility and NOTIS or other automated system. Location: The University of Texas at Arlington, located in the Dallas-Fort Worth metroplex, has a current enrollment of approximately 23,000 and offers 97 degrees, 21 at the Ph.D. level. The University Libraries presently have a staff of 100 and approximately 1,250,000 items in the collections. Salary and Benefits: \$19,504 salary plus \$965 in state contributions toward Social Security for an annual minimum of \$20,469, depending on qualifications and experience. Additional contributions include \$1380 per annum to health and benefits package and 8.5 percent of annual salary contributed by the State for optional retirement programs, including TIAA-CREF and other approved 403 (b) (c) carriers. Applications: Applications should include a resume and the names and addresses of three professional references. Consideration for the position will begin July 10, 1989, and will continue until a satisfactory candidate has been found. Applications should be addressed to: Chair, Special Collections Cataloger Search Committee, The University of Texas at Arlington Libraries, P.O. Box 19497, Arlington, TX 76019-0497. The University of Texas at Arlington is an equal opportunity, affirmative action employer.

TWO POSITIONS, Ferris State University, Searches Continued. Library Administration: (Department Heads, \$33,000 minimum. Serve as directors on the Library and Instructional Services Administrative Council.) 1. Systems and Operations Department, consisting of bibliographic control (cataloging, OCLC, networking) and collection development (acquisitions and assessment), and liaison with the computer center, academic computing, and 2 reference centers. Required: MLS or equivalent from a library/information science program accredited by the American Library Association and a combination of relevant administrative and technical experience, 3 years minimally. Demonstrated expertise with bibliographic automated systems (i.e., NOTIS, PALS, CLSI, and alternatives like PCEMAS, Bibliofile, MARCHON), appropriate hardware (including IBM mainframe support). 2. Reference and Instructional Services Department, consisting of reference (manual and online services, and automated reference center), interlibrary loan, library and bibliographic instruction, and 2--4 branch libraries and off-site reference centers. Required: MLS or equivalent from a library/information science program accredited by the American Library Association or equivalent experience and a combination of relevant administrative and technical experience 3 years minimally (8 years experience if in lieu of education requirements). Candidates must demonstrate expertise in the program design and delivery of reference services and packaged information, as well as in library/bibliographic instruction and program design, using manual resources, automated information technology, and a variety of media. FSU is a polytechnic university of 11,800 with programs ranging from associate to doctorate degrees, situated in Big Rapids, a community of 15,000, 50 miles north of Grand Rapids. The Library and Instructional Services has a staff ca. 75, budget of over \$2 million, and collections of ca. 1.5 million bibliographic

units. Full job descriptions are available: call (616) 592-3726. Apply (possible interviews at ALA-Dallas) to the appropriate search committee, FSU Library, Ferris State University, Big Rapids, MI 49307-2295. Ferris State University is an affirmative action, equal opportunity employer.

TWO POSITIONS. 1) Monographic Cataloging Librarian. Supervision, planning, and coordination of monographic cataloging section. Original and copy cataloging of monographs on OCLC. Position carries academic rank of Senior Assistant or Associate Librarian with minimum salary of \$26,000+ depending on qualifications, experience, and appointing rank. Minimum qualifications: Master's in library/information science, cataloging experience, demonstrated supervisory skills and effectiveness in communication, and interest in planning for automated systems. Second master's preferred. 2) Temporary Teaching Materials Reference Bibliographer. 20-month position. Responsible for overall administration of Teaching Materials 50,000-item collection and related services. Serves as liaison with teacher education program faculty. Responsible for library instruction and reference service related to the collection. Salary of \$22,000+ depending on qualifications and experience. Desirable qualifications: K-12 course work, recent school experience including curriculum methodology and educational technology, demonstrated supervisory and interpersonal skills. MLS required. Recent teaching experience and second master's preferred. Cortland is an undergraduate liberal arts college of 6,500 students located conveniently in beautiful Central New York near Cornell University and Syracuse. Library of over 360,000 volumes. Faculty status and responsibilities, calendar year appointment, excellent fringe benefits. Submit cover letter and resume listing at least three references to: Selby U. Gration, Director of Libraries, SUNY College at Cortland, P.O. Box 2000, Cortland, NY 13045. Applications requested by June 30, but accepted until position is filled. AA/EOE.

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Annual Reports for College Libraries. CLIP Note #10

Compiled by Kenneth Oberembt. Contains data-gathering forms, graphics, and selected annual reports. 1988. 135p. 0-8389-7219-5. \$20; ACRL member \$17.

Friends of College Libraries. CLIP Note #9

Compiled by Ronelle Thompson. "A must for two groups of libraries: those who have Friends groups and those who do not." *Library Journal*. 1987. 134p. 0-8389-7171-7. \$17; ACRL member \$14.

Periodicals in College Libraries. CLIP Note #8

Compiled by Jamie Webster Hastreiter, Larry Hardesty, David Henderson. "Recommended for all college and university libraries." *Library Journal*. 1987. 116p. 0-8389-7143-1. \$17; ACRL member \$14.

Managing Student Workers in College Libraries. CLIP Note #7

Compiled by Michael D. Kathman and Jane McGurn Kathman. "Supervisors looking for help in hiring and managing these [student] workers, whether in small or large academic libraries, will find this compilation very useful." *RQ*. 1986. 182p. 0-8389-097-4. \$17; ACRL member \$14.

Mission Statements for College Libraries. CLIP Note #5

Compiled by Larry Hardesty, Jamie Hastreiter, and David Henderson. "The survey is a good one, eliciting answers to questions about why and how libraries developed statements of purpose, or why not...a commendable production..." *RQ*. 1985. 107p. 0-8389-6944-5. \$20; ACRL member \$15.

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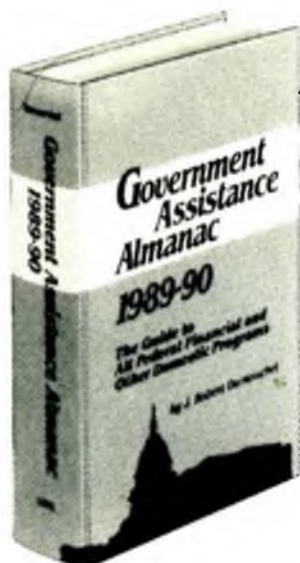
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