

• **MLS (Marketing Library Services)** is a new newsletter on effective marketing and sales techniques for information services. Edited by Sharon LaRosa, the newsletter will be published eight times a year. Subscriptions are \$39 in the U.S., and \$59 elsewhere. For more information, contact MLS, P.O. Box 2286, Abington, MA 02351.

• **Music USA 87 (20 pages, 1987)** answers questions about the total market size of the U.S. music industry, provides data on manufacturer shipments of 14 specific musical instrument and related product categories, and reviews import and export data for musical products. Also included is a survey on adult attitudes toward music and music education. The cost is \$35. Copies may be ordered from the American Music Conference, 303 E. Wacker Dr., Suite 1214, Chicago, IL 60601. ISBN 0-918196-12-4.

• **Patron Relations: A Manual for Library Staff**, prepared by the Problem Patron Task Force of the UCLA Libraries (48 pages, January 1987), covers protocols for dealing with all types of disruptive, aberrant, or criminal behavior, from the casual prankster to the thief or vandal. California Civil, Education, and Penal Codes are cited as authority whenever relevant, as well as the regulations governing the use of UCLA Libraries. An appendix presents examples of forms used to report significant incidents. Copies may be purchased for \$25 (checks payable to the Regents of the University of California) from Carol Levy, Library Administrative Office, University Research Library, UCLA, 405 Hilgard Ave., Los Angeles, CA 90024-1575.

• **Policy and Practice in Bibliographic Control of Nonbook Media**, edited by Sheila Intner and Richard Smiraglia (208 pages, July 1987), presents 14 essays on the cataloging, acquisition, and resource-sharing of nonbook materials. Discussions on cataloging focus on specific media, including music and sound recordings, motion pictures and videorecordings, 2- and 3-dimensional materials, and computer software. Copies may be ordered for \$24.95 from ALA Order Department, 50 E. Huron St., Chicago, IL 60611. ISBN 0-8389-0468-8. ■■



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

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

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

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

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

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

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

FOR SALE

THE FIRST PLACE TO LOOK For the Last Word in Human Services: INFO LINE, the nation's largest information and referral service, has developed a comprehensive indexing and retrieval system for human services. The INFO LINE Taxonomy of Human Services is an expandable, five-level hierarchy with 2,700+ defined terms. Alphabetical and permuted displays permit easy access for users. For a detailed brochure and order form, write: INFO LINE, P.O. Box 4307, El Monte, CA 91734. Or call (818) 350-1841.

TRYING TO FILL A POSITION? The Vita Bank is a service that helps you identify professionals by education, skills and experience. For about the cost of placing a job ad, you will receive brief credential summaries and mailing labels for each individual in the file matching your needs. Contact PIR: The Vita Bank, P.O. Box 248, Buchanan Dam, TX 78609-0248.

POSITIONS OPEN

ACQUISITIONS LIBRARIAN, HEAD OF MONOGRAPHS DEPARTMENT. Administers department of seven FTE employees plus student workers. Responsible for purchase of monographs and non-print media and processing of approval plan materials and gifts. Reports to Director of Libraries. MLS from an ALA-accredited institution required. Qualifications include strong managerial, organizational, and supervisory skills and ability to communicate effectively both orally and in writing. Also desirable are two years of professional experience in an academic library; knowledge of OCLC and automated systems, bibliographic control principles, and the book trade; familiarity with one or more European languages. Twelve-month, tenure-track appointment, TIAA/CREF, 22 days annual leave. Minimum salary \$20,000; salary and rank dependent upon qualifications. Available September 1, 1987. Applications will be accepted until the position is filled. As the major academic research institution in the state, the University of Arkansas, Fayetteville, a land-grant university, offers a full range of undergraduate, graduate, and professional degrees. Located in scenic Northwest Arkansas, Fayetteville is a university town of 40,000 in a picturesque setting in the foothills of the Ozarks, an unspoiled region with clean water, a temperate climate, and a variety of cultural and recreational opportunities. Send letter of application, resume, and names, addresses, and telephone numbers of three references to: John A. Harrison, Director of Libraries, Mullins Library, **University of Arkansas, Fayetteville, AR 72701.** The University of Arkansas is an equal opportunity, affirma-

the opportunity to participate in planning sessions, policy discussions, and other library-wide preservation activities. In addition to an accredited MLS, requirements are knowledge of preservation practices and conservation procedures and techniques, as demonstrated through previous relevant experience and/or successful completion of a formal program in the preservation of research library materials. This position is available on or about October 1, 1987. The monthly salary is \$1,917. Excellent benefits include tuition exemption for self and family and assistance with University housing. Send resume, listing three references, to: Kathleen M. Wiltshire, Director of Personnel, Box 35 Butler Library, **Columbia University**, 535 West 114th Street, New York, NY 10027. Deadline for applications is September 30, 1987. An Affirmative Action, Equal Opportunity Employer.

PROJECT COORDINATOR/INDEXER. The Immigration History Research Center, a research facility and special collection dedicated to the study of American immigrant and ethnic groups from Eastern, Central, and Southern Europe and the Near East, seeks a qualified individual to coordinate the *Svoboda* Index Project. This project is a joint venture of the IHRC and the Ukrainian National Association to publish a retrospective index to the Ukrainian American newspaper *Svoboda*. Duties: Selecting terms from newspaper for index; supervising computer data entry of index terms; coordinating index publication production; proofreading and editing; preparing budget and status reports; assisting in project publicity efforts. Qualifications: Required: BA; fluency in written Ukrainian and English. Highly desired: professional indexing experience (related library cataloging experience may be considered). Desired: Master's degree in History, Slavic Studies, or Library Science; knowledge of Ukrainian and/or Ukrainian American history; publication editing and production experience; word processing background; supervisory experience; self-motivation and problem solving ability. Salary: Negotiable; \$20,000 minimum. Appointment Term: One year, with possibility of renewal depending upon funding; available immediately. To apply:

Send letter of application, resume, and names, addresses and phone numbers of three references by October 30, 1987 to: Joel Wurl, *Svoboda* Search Chair, **Immigration History Research Center**, 826 Berry Street, St. Paul, MN 55114. The University of Minnesota is an equal opportunity educator and employer and specifically invites and encourages applications from women and minorities.

PSYCHOLOGY/SOCIOLOGY REFERENCE LIBRARIAN, Associate Librarian II. (Search Re-opened.) University of Maryland College Park Libraries. The University of Maryland College Park Libraries invites nominations and applications for a Reference Librarian/Psychology, Sociology. Responsibilities: Provides general reference assistance; provides in-depth subject consultation in assigned areas including psychology and sociology; offers instruction in the use of library resources to individuals and groups; searches machine-readable databases; maintains communication with faculty; conducts special reference projects; selects library materials and performs other collection responsibilities. Qualifications: Required: MLS from an ALA-accredited program. One year professional library experience; demonstrated ability in effective oral and written communication; reference experience; strong public service orientation; and demonstrated familiarity with the information resources for psychology and sociology; experience with online database searching. Preferred: Experience in selecting library materials in the above fields; experience in teaching or library instruction. Salary: \$21,964 minimum. Salary commensurate with experience. Excellent fringe benefits. For full consideration, submit resume and names/addresses of 3 references by September 30, 1987, to: Virginia Sojdehei, Personnel Librarian, McKeldin Library, **University of Maryland**, College Park, MD 20742. The University of Maryland is an Affirmative Action, Equal Opportunity Employer.

RARE BOOKS AND SPECIAL COLLECTIONS LIBRARIAN. Search Extended. Under the direction of the Head of the Manuscripts, Archives and Special Collections unit this position supervises



DIRECTOR OF LIBRARIES

Emory University

Emory University is seeking outstanding candidates for the position of Director of Libraries, with administrative responsibility for libraries serving Emory College, the Graduate School of Arts and Sciences, and the School of Business Administration. On the one hand, through a combination of professional education and/or experience, candidates must have a demonstrated capability to handle the diverse administrative and technical responsibilities of the library, including collection development, automation, preservation, public and technical services, instructional support, budget, and personnel management. On the other, it is equally important that candidates give evidence of a deep and empathetic understanding of scholars' expectations of the library, mastery of the skills of communication, leadership, and the ability to conceive of and plan for the library of the future. In short, Emory regards this to be a key administrative position which, through shaping the library and its relationship to the faculty and students, will play an essential role in Emory's further development as an institution nationally recognized for excellence in research as well as teaching.

Emory's libraries presently contain 2,000,000 volumes, and serve approximately 8,000 students and 1,000 faculty, the faculty and students of the Arts and Sciences being the principal clientele of the General Libraries. Pertinent organizational memberships and affiliations include RLG, OCLC, SOLINET and ARL.

Send applications, nominations and inquiries to:

Billy E. Frye
Vice President for Research
Chair, Library Search Committee
305 Administration Building
Emory University
Atlanta, GA 30322

The Committee will accept applications at any time, but expects to begin reviewing dossiers by October 1, 1987, and therefore encourages early application. We expect to make an appointment by summer 1988. Salary competitive, from \$70,000 depending on experience and qualifications.

Emory University is an equal opportunity employer.



an academic or research library, some of which must have been in serials cataloging or acquisitions; familiarity with AACR2; experience with RLIN or another automated system; user-oriented philosophy; effective communication and interpersonal skills. Previous experience with an automated serials control subsystem is highly desirable. Salary and rank commensurate with experience and qualifications. Minimum for a Librarian II: \$23,600. TIAA/CREF, excellent fringes, assistance with moving expense. Please send resume to: Phyllis E. Jaynes, Director of User Services, 115 Baker Library, **Dartmouth College**, Hanover, NH 03755. Applications will be reviewed beginning November 2, 1987. Dartmouth College is an AA, EEO, M/F employer.

CATALOG LIBRARIAN, San Diego State University Library. Responsibilities: Descriptive and subject cataloging in a wide range of humanities and social sciences disciplines (literature, education, art, political science, etc.), including Spanish language materials. Responsibilities may also include collection development, reference, online bibliographic searching, bibliographic instruction, and other duties as assigned. Qualifications: MLS degree from an ALA-accredited institution or equivalent degree. Aptitude for work requiring accuracy and attention to detail. Flexibility; ability to accommodate a variety of cataloging disciplines and assignments; and ability to work effectively with students, faculty, and library colleagues. Knowledge of MARC formats, tagging, and AACR2; ability to apply LC classification schedules and LC subject headings; familiarity with bibliographic utilities, preferably OCLC. Cataloging experience preferred. Working knowledge of a Western European language desirable, preferably Spanish. Entry-level candidates with relevant subject backgrounds will also be considered. Full-time, tenure-track, faculty position. Rank of Senior Assistant Librarian or Associate Librarian. Salary range is \$29,640-\$51,960. Reappointment, promotion, and tenure require evidence of continuing professional development. Desired starting date January 18, 1988. To ensure consideration, applications should be received by November 2, 1987. Please submit letter of application with resume and names of at least 3 references to: Gerald D. Palsson, Associate University Librarian for Administrative Services, Ref: CAT, **San Diego State University**, San Diego, CA 92182-0511. SDSU is an affirmative action, equal opportunity, Title IX employer.

CATALOG LIBRARIAN

Brown University

Catalog Librarian at the Brown University Library. Responsible for the original cataloging of monographic materials in the social sciences in a broad range of languages. Requirements: MLS degree from ALA accredited library school; reading knowledge of one or more Western European languages; additional language ability highly desirable; demonstrated knowledge of AACR2, MARC tagging, automated cataloging such as RLIN, OCLC or WLN, LCSH, LC classification and rule interpretations; cataloging experience in an academic library preferred; ability to communicate effectively both orally and in writing; commitment to service. Appointment range: \$21,500-27,500 based upon experience.

To be assured of consideration, please send letter of application, resume and names of three references by November 15, 1987, to: Geneva Ferrell, Personnel Office, Box 1879-M/MG 633, Brown University, Providence, RI 02912.

An equal opportunity/
affirmative action
employer.



**Brown
University**

CHIEF CATALOGER. Administer the Cataloging and Classification Department and supervise employees thereof. Online and original cataloging of all library materials. Oversee reclassification and retrospective conversion project. Cover the reference desk as scheduled. Acceptance of a varying work schedule of approximately 37.5 hours per week. MLS degree from an ALA-accredited institution. Library experience is required. Teaching experience is desirable. Knowledge of and familiarity with OCLC cataloging procedures and general technical services operations. Ability and experience in supervising others. Knowledge of reference/information sources. Ability to perform online bibliographic searches and to market the library and its services. \$19,000 per year starting salary. Apply to: Office of Personnel, **Kentucky State University**, Frankfort, KY 40601.

COLLECTION DEVELOPMENT LIBRARIAN. Under the direction of the Assistant Director for Collection Development, responsible for selection of materials to support instruction and research. Will concentrate in broad subject areas depending upon academic background and experience. Responsibilities include evaluation of the collections, fund management and faculty liaison. Participates in library development effort. Assumes some responsibilities for reference work (approximately 25%), including nights and weekends. Required qualifications: ALA-accredited MLS; minimum of 3 years relevant experience in an academic library with expertise in collection development; excellent communication skills and strong service orientation essential. Demonstrated capacity to work effectively and congenially with faculty, students, and staff. Preferred qualifications: Reference experience; advanced subject degree; competency in foreign languages. Tenure-track position. Twenty-four days annual leave, tuition remission, usual benefits. Assistant Professor rank. Salary \$25,000-\$28,000. Send letter of application, current resume, and names, addresses, and telephone numbers of three recent references by October 31, 1987, to: Jill Keally, Personnel Librarian, **The University of Tennessee** Library, 1015 Volunteer Boulevard, Knoxville, TN 37996-1000. UTK is an EEO, Affirmative Action, Title IX, Section 504 Employer.

DIRECTOR OF LIBRARY AND INFORMATION SERVICES. The Philadelphia College of Textiles & Science invites applications and nominations for the position of Director of Library and Information Services. The director will play a leadership role in a major programmatic and physical expansion of the college's library into an integrated information center to support instruction and research. Regular duties include planning, budgeting, personnel, and operating supervision. The library staff includes five full-time professionals and three staff members as well as student employees. Specific requirements include: 8-10 years academic library experience, at least 3 at a director level; graduate degree in library science; experience with library automation and building expansion. Appointment is for no later than 1 July 1988. Applications or nominations, including resume and references, should be sent by November 1, 1987, to: Anne M. Weiner, Office of Academic Affairs, **Philadelphia College of Textiles & Science**, School House Lane and Henry Avenue, Philadelphia, PA 19144-5497. Applications from women and members of minorities are especially encouraged. The college is an Affirmative Action, Equal Opportunity Employer.

EDUCATION/PSYCHOLOGY LIBRARIAN. Emphasis on bibliographic instruction, specialized reference and database searching for School of Education and Department of Psychology. Also responsible for collection development, faculty/department liaison in assigned subject areas, and supervision of the Curriculum Materials Center and Children's Collection. Provides general reference service on a scheduled basis. ALA-accredited MLS required. Master's or substantial graduate work in education or psychology is highly desirable. Experience and online database searching ability essential. Library has strong public service commitment. Salary range: \$22,835-\$35,251 dependent on experience and other qualifications. Faculty status, tenure track position. Excellent benefits package including TIAA/CREF. Available January 1, 1988. Send resume with names, addresses and phone numbers of three references, plus letter of application by October 30, 1987, to: Patricia Smith Butcher, Chair, Search Committee, Roscoe L. West Library, **Trenton State College**, Hillwood Lakes, CN4700, Trenton, NJ 08650-4700. Affirmative Action, Equal Opportunity Employer.

HEAD CATALOG LIBRARIAN, College of the Holy Cross. Administers the Catalog Department of Dinand Library with a staff of two (FTE) professionals and four support staff. Reports to the Associate Librarian/Head of Technical Services. Major departmental functions

include original and copy cataloging of all monographs, serials, scores, and AV materials; catalog maintenance; and inventory. The department head supervises staff and workflow. He/she is responsible for training and development of department personnel. Provides leadership in establishing and implementing cataloging policies and procedures. Will serve on appropriate library committees. An extensive retrocon project is underway with full library automation expected in the near future. The Head Catalog Librarian will work with others to ensure a successful transition. Required: ALA-accredited MLS; 3-5 years of responsible and appropriate professional experience; evidence of ability to supervise people well; and ability to work independently. Strong background with AACR2, LCSH, LC classification and OCLC formats. Experience with serials cataloging is desirable but not necessary. The successful candidate will be sympathetic to the needs of the staff and be able to administer according to established guidelines. Holy Cross is a highly selective, Jesuit liberal arts college with an enrollment of 2,600 men and women. Excellent benefits. To apply send resume and three references to: James Hogan, Director, Dinand Library, **College of the Holy Cross**, One College Street, Worcester, MA 01610.

HEAD, HUMANITIES DIVISION, with faculty rank and tenure track. Position reopened. Responsible for the Humanities Public Services Division of the Library directing the work of three librarians, three support staff, and student assistants. Supervise reference and collection development for materials in all literatures and languages, religion, the fine arts, architecture, general periodicals, library and information science, journalism, sports and recreation. Sit on the

TWO POSITIONS

Memphis State University

The MSU Libraries invite nominations and applications for two positions. Each will be responsible for developing and managing collections to support campus curricula, teaching, and research.

General Qualifications: *Required:* MLS from an ALA-accredited program; demonstrated commitment to scholarship and to public service; minimum of 3 years of post-MLS library experience; strong interpersonal skills; excellent communication skills; and strong service orientation.

Curator of Special Collections. *Required:* Graduate degree in history or Archival Management; post-MLS experience must be with archival or historical collections.

Engineering Librarian. *Required:* Experience with online literature searching and bibliographic instruction. *Preferred:* Engineering or science background, or experience in a science library.

Terms of Appointment: Appointments will be tenure-track with faculty rank. Benefits include 24 days annual leave per year; 12 days sick leave per year; paid state retirement or TIAA/CREF; group health insurance available. Salary minimum for each position \$26,000. Applications postmarked no later than **October 20, 1987**, including resumes and names of four references should be sent to: **Lester J. Pourciau, Director of Libraries, MSU Libraries, Memphis State University, Memphis, TN 38152.**

Memphis State University is an Equal Opportunity, Affirmative Action University. The University complies with the Immigration Reform and Control Act of 1986 regulations, and proof of employment eligibility is required.

library director's council and serve on council committees concerned with overall library operation. Master's degree from an ALA-accredited library school; a bachelor's or second master's in a discipline in the humanities; at least five years experience in an academic library public services position, preferably in the humanities. Good fringe benefits. Salary: \$27,500 minimum. For full consideration applications should be received by November 6, 1987. Submit letter of application with resume including names of three references to: Norman L. Nelson, Assistant University Librarian, **Oklahoma State University**, Stillwater, OK 74078-0375. AA/EO Employer.

DIRECTOR

Douglass/Cook Libraries

Rutgers, The State University

of New Jersey

Immediate position. The Director has overall responsibility for the operations of Rutgers University Libraries on the Douglass and Cook campuses in New Brunswick, New Jersey, and reports to the University Librarian. The Mabel Smith Douglass Library has approximately 200,000 volumes and a staff of 25 and houses the Laurie Music Library with 33,000 volumes, 15,000 recordings, and staff of 8. The Director is also responsible for the Entomology Library with 3,000 volumes and coordinates programs and communication with the library of the Institute of Management and Labor Relations. The Douglass Library serves the needs of approximately 425 faculty members and 7,000 day and evening students enrolled in both undergraduate and graduate programs in the arts, sciences, music and performing arts and women's studies.

Qualifications: MLS (additional advanced degree desirable); experience in an academic library with at least five years of administrative experience including personnel management and program planning. Candidate's credentials and level of achievement should warrant appointment and tenure in the library faculty. Salary will be dependent upon qualifications. Minimum compensation for a 12-month appointment will be \$50,000. Calendar year appointment, plus excellent benefits including TIAA/CREF pension, life and disability coverage, health insurance, prescription drug/dental/eyeglass reimbursement plans.

Submit resume and three sources for current references **by December 1, 1987** to: **Sandra Troy, (APP 128), Personnel Officer, Alexander Library, Rutgers University, New Brunswick, NJ 08903.** The search will continue until a suitable candidate has been hired.

THE STATE UNIVERSITY OF NEW JERSEY
RUTGERS

Equal Opportunity, Affirmative Action Employer.

HEAD, MEDIA AND TEACHING RESOURCES DEPARTMENT.

New position includes media center, housing the library's audiovisual collection, production facility and microcomputer lab, and the curriculum materials center, containing both K-12 curriculum materials and the library's K-6 literature collection. The department head reports to the Director of Academic Library Services and will be responsible for reference services, collection development, bibliographic instruction, liaison with the teacher education units on campus and their coordinating council, and supervision of student assistants. An assistant department head is responsible for the media center. Initial staffing is six positions. Qualifications required: ALA-accredited master's degree, supervisory experience, substantial experience working with K-12 materials in a library or classroom setting, effective oral and written communication skills. Preferred: knowledge of educational microcomputing resources, children's literature, instructional design and media production; teaching experience; and a second graduate degree in a relevant discipline. Twelve month, tenure track, faculty appointment. Salary: \$26,000 minimum, depending on qualifications and experience. Research and publication expected for tenure and promotion. East Carolina University has 14,500 students in its College of Arts and Sciences, and ten professional schools. It is a constituent institution of the University of North Carolina system. Submit letter of application, resume, official transcripts, and the names of three current references to: Ruth M. Katz,

Director of Academic Library Services, **East Carolina University**, Greenville, NC 27858-4353. Applications must be postmarked on or before November 7, 1987. Federal law requires proper documentation of identity and employability prior to final consideration for this position. ECU is an AA/EEO employer.

HEAD OF BIBLIOGRAPHIC SERVICES. An exciting opportunity to join a newly-formed top library management team in a stimulating, creative environment. Manages and provides leadership for bibliographic services comprising the cataloging and organization of materials in all formats; physical processing, binding and preservation of library materials; creation and maintenance of bibliographic databases. Staff includes three catalog librarians, thirteen support staff and approximately four FTE student assistants. Works with other members of the management team to develop, implement and maintain library programs. Qualifications: Required: ALA-accredited MLS; professional experience with AACR2 and an online bibliographic utility, such as OCLC; at least three years of management experience in technical services in an academic or research library; demonstrated potential for leadership, including good interpersonal, communication and supervisory skills, knowledge of library automation and understanding of the scholarly use of bibliographic information; potential for professional contribution and growth; knowledge of one or more foreign languages. Preferred: Additional graduate

ASSISTANT DIRECTOR FOR PUBLIC SERVICES

Iowa State University

Provides creative leadership in planning, developing, and administering division activities in a service oriented environment. The Division consists of sixteen professionals and 45 support staff positions in the following units: the Information Services Department, a combined Reference/Government Publications unit; the Access Services Department, consisting of Circulation, Stacks Maintenance, Interlibrary Loan, Periodical and Newspaper Room, Photoduplication and Reserve; the Microforms and Media Services Section; the Design, Physical Sciences, and Economics and Sociology Reading Rooms; and the Veterinary Medical Library. Reporting to the Dean, this individual will work with the Assistant Directors for Technical Services, Collection Development, and Administrative Services and Personnel to assist the Dean in general planning and administration.

ALA-accredited MLS; minimum five years successful and increasingly responsible public services experience in a research library, including administration of major unit or units and supervision of personnel; effective interpersonal and communication skills; demonstrated leadership in administering library programs, including ability to assess user needs. Establish goals and priorities, develop and implement innovative services, allocate personnel and fiscal resources effectively and motivate staff; proven commitment to public services; understanding of and commitment to library automation, including microcomputer applications, as it impacts public services; knowledge of new technology as it affects library services; understanding of academic teaching and research needs; ability to view issues from a broad Library-wide perspective. Record of achievement appropriate to Associate or full Professor rank is desirable. Salary dependent on qualifications; \$40,000 minimum. Benefits include TIAA/CREF; excellent group, medical, dental, and life insurance; 24 working days' vacation and 18 days' sick leave per fiscal year.

Iowa State offers an environment for career growth and challenge. The Library serves a campus of 26,000 students. Recently completed building expansion and renovation; online catalog; nationally recognized collections in science and agriculture totalling 1.7 million volumes, 2 million microforms, and 21,000 current serial subscriptions. Member of ARL, CRL, BCR, OCLC. Located in Ames, Iowa, community of 50,000, thirty-five miles from Des Moines, state capital. Ames has excellent schools, outstanding cultural attractions, and close access to recreational areas. Submit complete resume with names of three references **by December 1, 1987**, to:

William K. Black
Chair, Search Committee for
Assistant Director for Public Services
Office of the Dean
302 Library
Iowa State University
Ames, IA 50011-2140

Iowa State University is an equal opportunity, affirmative action employer.



ASSOCIATE DIRECTOR FOR COLLECTION MANAGEMENT AND TECHNICAL SERVICES

Massachusetts Institute of Technology Libraries

This position includes primary responsibility for planning, acquiring, and cataloguing the collections of the MIT Libraries including administration of the centralized Acquisitions and Catalogue Departments, and the preservation program. Along with the Director of Libraries and three other Associate Directors (Administration, Public Services, and Systems and Planning) the incumbent will participate fully in the overall administration of the library system, including long range planning, program development and evaluation, budget formulation, and the establishment of system-wide policies.

The Associate Director for Collection Management and Technical Services establishes policies and programs related to bibliographic control and to the evaluation of collections and the selection, acquisition, retention, storage and preservation of all materials. This individual will represent MIT in a variety of organizations and meetings at the local, regional and national level where collection management and technical services issues are involved.

The Heads of the Acquisitions and Catalogue Departments as well as the Preservation and Collections Librarian report to the Associate Director. The Acquisitions Department includes both monographs and serials acquisitions as well as exchange and gifts. The Catalogue Department has separate units for original cataloguing, LC cataloguing and retrospective conversion, serials cataloguing, MIT publications cataloguing, searching, and processing. In addition to the Binding and Repair Services, the Preservation and Collections Librarian manages the Libraries storage program and facilities.

The MIT Libraries includes five major subject libraries (architecture and planning; engineering; humanities; science; social sciences and management) and several branches. Collections total over 2 million printed volumes, over 1.5 million microforms, and extensive collections of slides, photographs, sound recordings, printed music, maps, manuscripts, motion pictures and video recordings, and computer software. The materials budget for FY 1988 is over \$2.5 million. Total staff of 275 includes 87 professionals, 151 support staff, and 37 FTE student assistants. Acquisitions, cataloguing, and preservation units comprise approximately 25% of the total staff.

MIT has implemented an online information system consisting of an online public access catalogue, circulation, and MARC records management modules, under contract with Geac Computers, Inc., and has developed an online union list of serials in collaboration with the F.W. Faxon Company and the Boston Library Consortium. Automation of additional functions including acquisitions and serials receipt is under serious consideration. The MIT Libraries maintain membership in OCLC (through NELINET), the Association of Research Libraries, and the Boston Library Consortium.

Qualifications for this position include an MLS from an ALA-accredited library school. Additional graduate work in a subject area relevant to MIT's research and teaching programs is highly desirable. Very extensive and increasingly responsible experience in technical services and collection management in a research library is required. Familiarity with the structure of engineering and science literature is highly desirable. The incumbent will have had substantial experience in the supervision and management of technical services and in the management of a large research collection that includes strength in science and technology. Candidates will be expected to demonstrate a thorough understanding of issues facing research libraries today and in the near future, as well as highly developed interpersonal and analytical skills. Especially important is the ability to work effectively as a member of a senior management team in a major research library. Candidates will also be expected to demonstrate a record of leadership and achievement in the library profession.

Salary: \$50,000 + , commensurate with qualifications and experience.

The MIT Libraries offers excellent benefits, including tuition assistance, a children's scholarship program, and a relocation allowance. Review of candidates will commence in October, 1987, and will continue until the position is filled. Interested candidates should send a resume and the names and addresses of five current, confidential references to: **Search Committee for Associate Director (CRL), The Libraries, 14S-216, Massachusetts Institute of Technology, Cambridge, MA 02139.**

MIT is an equal opportunity employer with an affirmative action plan and welcomes application from qualified women and minority candidates.

degree; experience with an internal automated library system. Minimum salary \$27,000+. Send letter of application, resume and names of three references to: Brian Ruddick, Assistant to the Director, **Cleveland State University** Libraries, E. 24th & Euclid Avenue, Cleveland, OH 44115, by November 15, 1987. EOE, m/f/h.

HUNGARIAN CATALOGER. The Library of Congress has an immediate opening for a descriptive cataloger skilled in reading Hungarian. Master's degree in library science (or comparable library experience in cataloging) and reading knowledge of a second foreign language are also required. Position has promotion potential to the GS-12 grade level, but will initially be filled at the GS-9 (\$22,458-\$29,199) or GS-11 (\$27,172-\$35,326) grade level depending on applicant qualifications. Interested candidates should submit a Standard Form 171, Application for Federal Employment, to: The **Library of Congress**, Employment Office, 101 Independence Avenue, S.E., Room LM-107, Washington, DC 20540, Vacancy Announcement 70555. Application forms and copies of the vacancy announcement may be obtained by calling (202) 287-5620. Equal Opportunity Employer. H53763.

LIBRARIAN, EXTERNAL DEGREE PROGRAM. Serving off-campus adult learners enrolled in external degree programs through Central Michigan University. Will maintain a reference and referral service and coordinate the delivery of library services to students and faculty in the Detroit metropolitan area. Library office will be located within the off-campus center in Troy, Michigan. Bibliographic instruction and marketing of the Library Program are key elements of this position. Librarian will collaborate with five other external degree librarians plus on-campus librarians. Qualifications: ALA-accredited MLS degree, one year of professional experience of a qualifying nature, bibliographic instruction experience, willingness to travel, and to work a flexible schedule, and a team orientation required. Database searching experience and experience with Xenix or UNIX pre-

ferred. Beginning appointment in the range \$20,550-\$26,112, commensurate with qualifications. Approved base salary will be incremented by a 9.7% area differential. Excellent benefits including university funded health care, life, travel, and disability insurance; tuition credit plan, paid sick leave, paid holidays, retirement through MPSERS or TIAA/CREF, and 20 vacation days a year. Central Michigan is a state institution with an enrollment of 16,000 on-campus students and an off-campus constituency of about 10,000 individuals. Submit letter of application, resume, and the names of three references to: Chairperson, Selection Committee, 208 Park Library, **Central Michigan University**, Mount Pleasant, MI 48859; (517) 774-6419. Applications received prior to November 1, 1987, will be given first priority. Position is available as of January 4, 1988. CMU is an affirmative action and equal opportunity institution.

LIBRARIAN, SCIENCE LIBRARY, Smith College. The Science Librarian of Smith College directs and manages the administrative, operational and instructional activities of the Science Library (112,000 volumes, 653 current journal subscriptions); supervises three full-time staff and approximately 16 student assistants; provides library reader's services for students and faculty of seven academic departments. Qualifications: Bachelor's degree in a field of natural science or mathematics, MLS required; at least five years of academic library experience, including supervisory experience; knowledge of non-print materials, microforms, and computer systems; experience with online database searching in science and technology; skill in written and oral communication. Position available January 1988. Annual salary hiring range \$26,000-\$30,000. Excellent fringe benefits. Send letter of application, resume and names and addresses of three professional references on or before 23 October 1987 to: Office of Personnel Services, **Smith College**, 30 Belmont Avenue, Northampton, MA 01063. An equal opportunity employer.

ORIGINAL CATALOG LIBRARIAN. Loyola University of Chicago

ASSISTANT DIRECTOR FOR ACCESS SERVICES AND AUTOMATION

San Diego State University

San Diego State University invites nominations and applications for the position of Assistant University Librarian for Access Services and Automation. With over 34,000 students, SDSU is the largest campus in the California State University system. The library has a total collection of 900,000 volumes, and a staff of 35 professionals and 85 support personnel.

Duties: Reporting directly to the University Librarian, this position plans and administers the library's cataloging, circulation, acquisitions, serials, and systems operations. Is responsible for the current online acquisitions, serials, and circulation systems, and will be responsible for management of an integrated online system to be completed by procurement of an online catalog this fiscal year. Responsible for all bibliographic control activities. Participates in general library administration through planning, policy development, and resource allocation. Manages a total of 53 library faculty and staff, plus 150 student assistants.

Qualifications: MLS from an ALA-accredited library school. At least five years of increasingly responsible and effective leadership in a large academic library. Comprehensive knowledge of technical services, automation, and circulation activities; demonstrated experience with automated systems; excellent management, communication, interpersonal, and planning skills; a record of achievement in the profession. A second master's degree is preferred. Experience with online catalog implementation desirable. Familiarity with collective bargaining environment desirable. This is a management position and as such is excluded from the faculty bargaining unit. Annual salary: \$42,500-\$55,000. Desired starting date: February 15, 1988.

Application deadline: To ensure consideration, applications should be received **by November 2, 1987**. Please submit letter of application with names of at least three references to:

Gerald D. Palsson
Assistant University Librarian
for Administrative Services
Ref: AUL
San Diego State University Library
San Diego, CA 92182-0511

SDSU is an affirmative action, equal opportunity, Title IX employer.

is seeking an original catalog librarian. Responsibilities include: original cataloging in all subject areas and formats; editing contributed cataloging records; revision of other catalogers' work; name and series authority work; subject and descriptive cataloging. The Cataloging Department consists of 4 original catalogers and 8 support staff. The technical services area has been newly refurbished and the library is implementing NOTIS. Position reports to the Head of Cataloging. Qualifications include: ALA-accredited MLS; knowledge of OCLC or RLIN, AACR2, LCSH, LC Classification, MARC formats, etc.; working knowledge of at least one modern European language; ability to work with all levels of staff. Original cataloging experience preferred. Salary from \$18,500 depending on qualifications. Librarians have limited faculty status, earn 20 days of vacation and have a standard package of fringe benefits including dental insurance and TIAA/CREF. Qualified applicants should send letter of application, resume and names, addresses and phone numbers of three recent references to: Ellen J. Waite, Director of University Libraries, Cudahy Library, **Loyola University of Chicago**, 6525 N. Sheridan Road, Chicago, IL 60626. Applications received prior to November 20, 1987, will receive first consideration. Loyola University of Chicago is an Affirmative Action, Equal Opportunity Educator and Employer.

PROJECT COORDINATOR/INDEXER. The Immigration History Research Center, a research facility and special collection dedicated to the study of American immigrant and ethnic groups from Eastern, Central, and Southern Europe and the Near East, seeks a qualified individual to coordinate the *Svoboda* Index Project. This project is a joint venture of the IHRC and the Ukrainian National Association to publish a retrospective index to the Ukrainian American newspaper *Svoboda*. Duties: Selecting terms from newspaper for index; supervising computer data entry of index terms; coordinating index publication production; proofreading and editing; preparing budget and status reports; assisting in project publicity efforts. Qualifications: Required: BA; fluency in written Ukrainian and English. Highly desired: professional indexing experience (related library cataloging experience may be considered). Desired: Master's degree in History, Slavic Studies, or Library Science; knowledge of Ukrainian and/or Ukrainian American history; publication editing and production experience; word processing background; supervisory experience; self-motivation and problem solving ability. Salary: Negotiable; \$20,000 minimum. Appointment Term: One year, with possibility of renewal depending upon funding; available immediately. To apply: Send letter of application, resume, and names, addresses and phone numbers of three references by October 30, 1987 to: Joel Wurl, *Svoboda* Search Chair, **Immigration History Research Center**, 826 Berry Street, St. Paul, MN 55114. The University of Minnesota is an equal opportunity educator and employer and specifically invites and encourages applications from women and minorities.

PROJECT MANAGER FOR RETROSPECTIVE CONVERSION. 12-month appointment. Oversees the conversion of 30,000 manual cataloging records to machine-readable form, supervising 2.5 non-professionals plus hourly staff. Records converted are from Northwestern's Melville J. Herskovits Library of Africana. Conversion is performed on the Northwestern NOTIS system. Qualifications: Master's degree from an ALA-accredited library school. Three years experience with cataloging, retrospective conversion, or other relevant technical services functions, performed in an automated environment. Familiarity with AACR2 and pre-AACR2 cataloging rules, and with the MARC bibliographic and authorities formats. Supervisory experience. Working knowledge of French. Knowledge of additional foreign languages, especially German, Portuguese, Italian, or Afrikaans desirable. Appointment: ca. 1/1/88-12/31/88. Salary: \$22,000-\$25,000. Send letter of application and resume, including the names and addresses of three references to: Lance Query, Assistant University Librarian for Planning and Personnel, **Northwestern University** Library, 1935 Sheridan Road, Evanston, IL 60201. AA/EOE.

REFERENCE/CIRCULATION LIBRARIAN. ALA-accredited MLS degree required. Supervisory ability and communication skills necessary. Interest in computerized systems desired. Duties include direct reference, bibliographic instruction, reference collection development, circulation supervision, circulation policy decisions, work with automated circulation system, maintenance of collection, some night and weekend work. Salary minimum \$18,000, negotiable and competitive. Faculty rank, tenure track position. Send application/resume and three references to: Gwen Creswell, James Earl Carter Library, **Georgia Southwestern College**, Americus, GA 31709, by November 15, 1987. AA/EOE.

REFERENCE/INTERLIBRARY LOAN LIBRARIAN, Hofstra University (tenure-track position). Responsibilities: Providing general and in-depth reference service, supervising interlibrary loan, conducting bibliographic instruction lectures, and performing database searches. Requirements: ALA-accredited MLS, 2-3 years' academic reference experience in responsibilities stated above. Subject Master's highly desirable. Salary: \$24,000-\$25,000. Liberal benefits, including tuition remission. Contact: Send letter of application, resume, and names of three references to: Vivian Wood, Chair, Search Committee, Acquisitions Department, **Hofstra University** Library, 1000 Fulton Avenue, Hempstead, NY 11550. Review of applications will begin on November 15, 1987. AA/EOE.

REFERENCE LIBRARIAN/BIBLIOGRAPHER, RARE BOOK AND MANUSCRIPT LIBRARY, and Curator, Herbert H. Lehman Suite and Papers. Responsible for administering the operations of the Lehman Suite and Papers, including providing reference service for the Suite and the Rare Book and Manuscript Library; processing, describing and cataloging manuscript collections and archives for the Suite and the Manuscript Department; overseeing the tagging, coding and inputting of data into the RLIN AMC database; keeping all relevant records; maintaining and developing the collections of the Suite by gift; supervising one full-time and several part-time assistants; assisting on special projects of the Rare Book and Manuscript Library. In addition to an accredited MLS, position requires knowl-

UNIVERSITY OF EVANSVILLE

UNIVERSITY LIBRARIAN

The University of Evansville invites applications and nominations for the position of the University Librarian. The University Librarian is responsible for providing leadership and direction for all learning resources on campus and serves as a member of the Deans' Council. The successful candidate must have demonstrated administrative capabilities in a college or university library. Communications and interpersonal skills, strong service orientation, and ability to work effectively with faculty and colleagues are essential. ALA-accredited degree required, Ph.D. preferred. The University of Evansville is a fully-accredited, independent university located in a city of 135,000 in southwestern Indiana. Enrollment numbers 3,600 full- and part-time students. The library completed a major addition and renovation in 1986 and is fully automated using the NOTIS system. Salary commensurate with qualifications and experience. Send application and resume no later than **November 20, 1987**, to:

**University Librarian Search
Committee
Office of Vice President
for Academic Affairs
University of Evansville
1800 Lincoln Avenue
Evansville, IN 47722**

Affirmative Action Employer.

edge of and experience in manuscript and archival management techniques and skills as demonstrated by previous relevant experience and/or superior performance in a formal course. Also highly desirable are knowledge of historical, social science and literary research methods; knowledge of reference sources, tools and techniques in rare books and manuscripts; knowledge of RLIN AMC and other automated library systems; and effective writing and speaking skills. Preferential consideration will be given to applicants with a reading knowledge of French, German and Latin; and a graduate degree in American history or literature, or other relevant degree. Salary ranges are: Librarian I: \$23,000-\$29,900; Librarian II: \$25,000-\$33,750. Excellent benefits include assistance with University housing and tuition exemption for self and family. Submit resume listing three references to: Box 35, Butler Library, **Columbia University**, 535 West 114th Street, New York, NY 10027. Deadline for applications is October 21, 1987. An Affirmative Action, Equal Opportunity Employer.

REFERENCE LIBRARIAN/BIBLIOGRAPHER. The University of Texas at San Antonio. Responsibilities: provide general reference assistance 20 hours per week, select books, and faculty liaison in discipline of foreign languages and literature, or art and architecture, or history and anthropology, depending on librarian's background; supervise staff of microform area; perform computer searches. Qualifications: MLS from an ALA-accredited school, strong liberal arts background, subject master's degree desirable. Salary: \$16,400 for 12 month appointment. Liberal state benefits. Appointment beginning January 1, 1988; applications received by November 15, 1987, given first consideration. Send letter of application and resume to: Margaret Joseph, The **University of Texas at San Antonio** Library, San Antonio, TX 78285. UTSA is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN/BUSINESS (Search reopened). Duties include general reference work, participation in an active library instruction program, online searching of business databases, collection development in business and related fields, and liaison with the College of Business Administration, providing specialized reference service to faculty and students. MLS from an ALA-accredited institution required. Two years previous experience in either general or business reference preferred. Graduate business courses and experience in bibliographic instruction and online database searching are highly desirable. Excellent communication skills and the ability to work effectively as a team member are essential. Rank and salary dependent upon qualifications and experience, \$18,500 minimum. Twelve-month, tenure-track, TIAA/CREF, 22 days annual leave, tuition and other benefits. The University of Arkansas, Fayetteville, is a land-grant university and the major academic research institution in the state, offering a full range of undergraduate, graduate, and professional degrees. Situated in the Ozark Mountains, Fayetteville (population 40,000) offers cultural and recreational opportunities associated with natural beauty and a university community. Applications accepted until the position is filled. Send letter of application, resume, and the names, addresses, and telephone numbers of three references to: John A. Harrison, Director of Libraries, **University of Arkansas, Fayetteville**, AR 72701. The University of Arkansas is an equal opportunity, affirmative action employer; minority and female candidates are strongly encouraged to apply.

SERIALS CATALOGING SECTION HEAD, Assistant Professor (tenure-leading), Serials Department, starting January 1. Develop standard cataloging procedures for serials cataloging based on AACR2, pre-AACR2 formats when applicable, and OCLC serials format requirements. Serve as a resource person for serials cataloging rules and routines. Set policies and work assignments to accomplish goals of the section. Direct and supervise workflow of the Serials Cataloging Section which has a staff of four professionals and three non-professionals. To be involved in planning for automation/retrospective conversion needs. Required: MLS from an ALA-accredited library school; minimum of three years serials cataloging experience in a medium- to large-sized academic library; good working knowledge of AACR2 and OCLC serials format; one or more foreign languages. Preferred: Some managerial experience. \$21,000 minimum for a 12-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current addresses/telephone numbers of three references by November 15, 1987 to: Kent Hendrickson, Dean of Libraries, 106 Love Library, **University of Nebraska-Lincoln**, Lincoln, NE 68588-0410. Affirmative Action, Equal Opportunity Employer.

SERIALS RECEIPTS LIBRARIAN, The Penn State University Libraries. The Penn State University Libraries, Bibliographic Resources and Services Division, seek qualified applicants for the position of Serials Receipts Librarian at the University Park campus. The Penn State Libraries include a central collection and six subject libraries at University Park and libraries at each of twenty campuses throughout the Commonwealth. Collections include over 2.8 million volumes, as well as extensive holdings of maps, microforms and documents. The Libraries subscribe to over 23,000 active serial titles. Serving approximately 63,000 students at all locations, with 35,000 enrolled at University Park, the Libraries have an integrated automated system (LIAS) and participate in RLG, OCLC and the Pittsburgh Regional Library Center. The Serials Receipts Librarian, a member of the University Libraries faculty, will be responsible at the policy level for the receipt and bibliographic control of serial publications, including the management of serial databases and the bindery function. Other responsibilities include: formulate bibliographic control policies and their application in consultation with cataloging staff; formulate binding policies and their application; monitor serial collection management decisions; monitor correlation of bibliographic content between online check-in record (Faxon LINX) and LIAS bibliographic record; work with public services staff to meet user needs for serials, bibliographic, holdings and check-in information; work with selectors and acquisitions librarians in monitoring current serial holdings and budgets; participate in departmental planning. Requirements: MLS from ALA-accredited school; minimum two years serials control, cataloging, or acquisitions experience in an academic or major public library; thorough knowledge of the bibliographic control of serials; familiarity with library automation; knowledge of at least one foreign language; excellent communications and public relations skills. Subject master's degree desirable. Potential for promotion and tenure will be considered. Salary: Dependent upon qualifications; minimum \$24,500. Fringe Benefits: Liberal vacation; excellent insurances; State or TIAA/CREF retirement options; educational privileges. Application Deadline: November 12, 1987. To apply, send letter, resume, and names of three references to: Nancy Slaybaugh, Personnel Coordinator, The **Pennsylvania State University** Libraries, E505 Pattee, Box SL-CRL, University Park, PA 16802. An Equal Opportunity, Affirmative Action Employer.

SYSTEMS LIBRARIAN. Plan, procure, implement integrated online public access catalog/circulation system for a multi-ethnic university population of 12,000; monitor existing/develop new systems; consult with staff/faculty. Position available February 1, 1988. Required Qualifications: ALA-accredited MLS; demonstrated professional commitment; minimum 5 years academic library experience, 3 of which are in computer-based systems; communication, interpersonal, organizational skills essential; library systems analysis experience; knowledge of computer hardware/software technologies and MARC format. Preferred Qualifications: experience in contract writing, OPAC procurement and implementation. Tenure track 12 month appointment at Senior Assistant or Associate Librarian depending on experience and qualifications (\$29,640-\$43,020), staff benefits. Professional and/or scholarly development required for promotion/tenure. To apply send application letter, resume, names, addresses and phone numbers of three references by December 1, 1987, to: Melissa Rose, Library Director, **California State University, Hayward**, Hayward, CA 94542. Applications from women and minorities welcomed. CSUH is an equal opportunity, affirmative action employer.

TWO FACULTY REFERENCE POSITIONS. The University of New Mexico General Library seeks two reference librarians. Responsibilities include reference, online searching, bibliographic instruction, collection development, and serving as the library liaison to a teaching department or departments. May coordinate bibliographic instruction program. Required: Master's degree from an ALA-accredited program, an undergraduate major in one of the social sciences or humanities, reference experience in an academic or research library, and a strong commitment to public services. Additional qualifications desired: experience in a successful bibliographic instruction program, second master's degree, collection development experience, and foreign language fluency. The UNM General Library has separate branches for Business/Economics, Fine Arts (Art, Music, Architecture), Science/Engineering, and curriculum materials. Minimum salary: \$20,000. Submit resume (including names and addresses of three references) by October 15, 1987, to: Rita Critchfield, General Library Personnel Office, **University of New Mexico**, Albuquerque, NM 87131. Recruitment will continue until both positions are filled. UNM is an AA/EOE employer.

ASSOCIATE DEAN. Assists in the administration and management of an ARL library. Duties include fund raising, program and project development, policy formulation and implementation, budget preparation, personnel management, and evaluation of library programs and services. Must work collegially and communicate effectively with the university and library faculty and staff, students, and administrators at all levels, as well as working closely with non-MLS library professionals. Represents the General Library in the university and community environment, and manages day-to-day operations in the absence of the Dean. Participate in library management team consisting of the Dean, Associate Dean, department heads and others in positions of authority, which uses a collaborative approach to decision making. Evaluated annually by peers on the management team. Qualifications: ALA-MLS required and earned doctorate or second master's degree desired. Required: At least five years of administrative experience with increasing responsibilities in an academic or research library; ability to set priorities and provide decisive leadership in a dynamic environment, ability to work well with people at all levels and a creative approach to problem solving; evidence of active participation in university committees and professional organizations, and commitment to scholarship and research; must be able to meet university requirements in the areas of research, publication and service to earn promotion and tenure. Wide-ranging experience in collection development, public services and technical services desired. \$45,000 salary minimum. Appointment at the level of Associate Dean. Academic rank (Associate or Assistant Professor) dependent on academic qualifications. Submit resume (including names and addresses of three references) to: Virginia Seiser, Assistant to the Dean for Administration, General Library, University of New Mexico, Albuquerque, NM 87131. To ensure consideration, apply by November 30, 1987. Recruitment will remain open until position is filled. The University of New Mexico is an Equal Employment Opportunity, Affirmative Action Employer.

BIBLIOGRAPHIC INSTRUCTION COORDINATOR/REFERENCE LIBRARIAN. (Search reopened.) Plan and coordinate bibliographic instruction program, prepare and provide orientations and library resources instructional materials. Other responsibilities include general reference service and online searching with rotated night and weekend desk duty. MLS from an ALA-accredited institution required; oral and written communication skills essential. Rank and salary dependent upon qualifications and experience, \$17,500 minimum. Twelve-month, tenure-track, TIAA/CREF, 22 days annual leave, tuition and other benefits. The University of Arkansas, Fayetteville, is a land-grant university and the major academic research institution in the state, offering a full range of undergraduate, graduate, and professional degrees. Situated in the Ozark Mountains, Fayetteville (population 40,000) offers cultural and recreational opportunities associated with natural beauty and a university community. Applications accepted until the position is filled. Send letter of application, resume, and the names, addresses, and telephone numbers of three references to: John A. Harrison, Director of Libraries, University of Arkansas, Fayetteville, AR 72701. The University of Arkansas is an equal opportunity, affirmative action employer; minority and female candidates are strongly encouraged to apply.

CATALOG LIBRARIAN/SCIENCES, San Diego State University (search reopened). Responsibilities: cataloging in all aspects of science and technology. Responsibilities may also include collection development, reference, online bibliographic searching, library instruction, committee work, and other duties as assigned. Qualifications: MLS degree from an ALA-accredited institution or equivalent degree; knowledge of MARC formats, LC classification, LC subject

headings, and AACR2; professional cataloging in an academic library, preferably using OCLC; current experience with science and technology materials and/or degree in the physical sciences preferred; working knowledge of a Western European language desirable. Full-time, tenure-track faculty position. Rank of Senior Assistant Librarian or Associate Librarian. Salary range is \$29,640-\$51,960. Reappointment, promotion, and tenure require evidence of continuing professional development. Desired starting date: January 18, 1988. To ensure consideration, applications should be received by November 2, 1987. Please submit letter of application with resume and names of at least three references to: Gerald D. Palsson, Assistant University Librarian for Administrative Services, Ref: CAT, San Diego State University Library, San Diego, CA 92182-0511. SDSU is an affirmative action, equal opportunity, Title IX employer.

HEAD, ADMINISTRATIVE SERVICES. Primary duties and responsibilities are to assist the Dean, Associate Dean, and the Council of Department Heads in managing the day-to-day operations of an ARL library. Supervises 15 FTE staff in the general administrative support units, consisting of the Dean's Office, Fiscal Services, Library Copy/Media, Personnel, and Physical Facilities; serves as effective liaison with other University departments in such matters as personnel, purchasing and security services. Required: ALA-MLS; a minimum of four year of progressively responsible library experience including two years of demonstrated leadership at the relevant administrative level in a research library; ability to work in a non-traditional management environment that uses a collaborative approach to decision making; ability to meet University requirements for promotion and tenure, including research, publication, and service. Desired: Evidence of graduate work in a relevant subject area. Salary minimum \$32,000. Submit resume (including names and addresses of three references) to: Rita Critchfield, General Library Personnel Office, University of New Mexico, Albuquerque, NM 87131. To ensure consideration, apply by November 30, 1987. Recruitment will remain open until position is filled. UNM is an Equal Employment Opportunity, Affirmative Action Employer.

HEAD, SOCIAL SCIENCES DIVISION with faculty rank and tenure track. Position reopened. Assume full responsibility for the Social Sciences Public Services Division and its staff. Direct all collection development for materials in the social sciences, including business, education, history and psychology. Supervise the work of three librarians and three clerical staff. Serve students and faculty at the division's reference desk. Coordinate departmental database searching and advanced library bibliographic instruction. Member of the library director's administrative council and serves on library and university committees. Master's degree from an ALA-accredited library school; a bachelor's or second master's degree in the social sciences; and at least five years experience in an academic library public services position are preferred. Good fringe benefits. Salary: \$27,500 minimum. For full consideration applications should be received by November 20, 1987. Applications will continue to be considered until the position is filled. Send letter, resume, and the names of three references to: Norman L. Nelson, Assistant University Librarian, Oklahoma State University, Stillwater, OK 74078-0375. AA/EO Employer.

IBERO CATALOGING TEAM LEADER. Responsible for managing Ibero-American Cataloging Team of two faculty and five staff. Performs original cataloging and revises shared OCLC cataloging of monographs in Spanish and Portuguese; develops policies and procedures, trains new catalogers and staff, acts as resources on cataloging and name authority issues. May be assigned collection development responsibility. Reports to Head, Monographic Cataloging.

Required: ALA-MLS, at least three years cataloging experience, experience with AACR2, LC practices, USMARC formats, and supervisory skills. Preferred: Advanced degree in Latin American/Iberian language or area studies and strong reading ability of either Spanish or Portuguese, with functional knowledge of the other. Must be able to meet University requirements for promotion and tenure, including research, publication, and service. Permanent, 12-month full-time. \$24,000 depending on qualifications. Submit resume (including names and addresses of three references) to: Rita Critchfield, General Library Personnel Office, University of New Mexico, Albuquerque, NM 87131. To ensure consideration, apply by November 30, 1987. Recruitment will remain open until position is filled. UNM is an Equal Employment Opportunity, Affirmative Action Employer.

INTERNATIONAL DOCUMENTS LIBRARIAN. Reports to Head of Documents; combines reference & technical responsibilities for U.S., U.N. and other international government publications. Plans and supervises collection development and technical work for several international collections. Required: Accredited MLS. Preferred: experience with government publications, cataloging, online searching, public service; second master's degree in a social science field; working knowledge of a Western European language. Salary: Minimum \$18,000. Send letter of application, resume and three references and/or placement file address by November 15, 1987, to: Dennis R. Defa, 328 Marriott Library, University of Utah, Salt Lake City, UT 84112. The University of Utah is an EO/AA Employer. Women and minorities are encouraged to apply.

LIBRARY COORDINATOR, REFERENCE SERVICES AND COLLECTION DEVELOPMENT. Provides leadership in the formulation and implementation of a strong and evolving program of public services. Coordinates all aspects of public services including: general reference, bibliographic instruction, government documents, database searching, circulation/reserve, and interlibrary loan. Participates in a full range of reference activities. Coordinates policies relating to the development, use and management of the collection. Formulates and conducts assessment studies. Collaborates with the Technical Services Coordinator in planning for the online catalog (a project involving Bryn Mawr, Haverford, and Swarthmore Colleges). Fosters cooperative public services and the sharing of resources with area academic libraries. Functions as part of the library management team and works with the Technical Services Coordinator in the budget process and in the maintenance and upgrading of the physical plant. Reports to the Librarian of the College. Required: ALA-accredited MLS; comprehensive knowledge of reference services, collection development, online databases, the range of information formats, and automated services; significant public services experience in an academic library, evidence of continuing professional development, creativity, and resourcefulness in past activities; excellent interpersonal skills and strong commitment to staff development. Additional advanced degree(s) in a humanities or social science discipline is highly desirable. Salary: \$27,000 minimum, generous fringe benefits. Application deadline: November 13, 1987. Please send letter of application, resume, transcripts and three letters of recommendation to: Michael S. Freeman, Librarian of the College, Haverford College, Haverford, PA 19041-1392. EOE/AA.

LIBRARY DIRECTOR. Chapman College seeks a Director of the Library to provide innovative leadership for four librarians and ten support staff. In addition to providing traditional services and resources, the library also offers extensive online searching, CD-ROM databases, "for-credit" bibliographic instruction, a computer laboratory, and audiovisual support. Chapman College is a small, private, liberal arts/professional college located 30 miles south of Los Angeles, granting both undergraduate and graduate degrees.

Qualifications: Candidates should possess significant management experience in an academic library, a thorough knowledge of computer-based information systems, and an ALA-approved MLS. A second advanced degree is preferred. Salary: range begins at \$35,000. Comprehensive benefits. Deadline: November 16, 1987. Starting date: as early as January 1988, but no later than July 1, 1988. Application: Send resume and three letters of reference to: Thomas Beck, Associate Dean of the Faculty, Chapman College, Orange, CA 92666. AA/EOE.

PUBLIC ACCESS AUTOMATION LIBRARIAN. Under direction of the Head, Access Services, will assist in the implementation, operation and coordination of the library's online public access catalog system. Will work closely with technical and public services sections. Will be involved with tape processing and indexing of records, training and testing of system. Required: ALA-MLS graduate degree in data processing; minimum of two years of recent relevant professional experience with automated systems in an academic library; working knowledge of OCLC and MARC format; strong verbal and written communication skills; positive service attitude. Desired: Knowledge of DataPhase (LS/2) circulation system; experience with online searching and microcomputers. If tenure appointment is made, ability to meet UNM faculty requirements for tenure is required. Permanent, 12-month full-time. Salary minimum \$22,000. Submit resume (including names and addresses of three references) to: Steve Rollins, Head of Access Services, General Library, University of New Mexico, Albuquerque, NM 87131. To ensure consideration apply by November 30, 1987. Recruitment will remain open until position is filled. The University of New Mexico is an Equal Employment Opportunity, Affirmative Action Employer.

REFERENCE LIBRARIAN. New Mexico State University. Responsibilities include general reference service in a consolidated reference department of 9 faculty, including DIALOG searching, general and course related bibliographic instruction, collection development and liaison responsibilities in designated disciplines, and rotation of evening and weekend assignments. Required: ALA-accredited MLS, demonstrated knowledge of automated catalogs, online systems, and computer technology in general. Desirable: working knowledge of Spanish, Science/Engineering/Agriculture background. Salary: \$19,200 minimum commensurate with experience and qualifications. Particulars: faculty rank, 12-month tenure track appointment, 22 days vacation, standard benefit package including mandatory state retirement system with TIAA/CREF or other tax sheltered options. Starting date: January 1, 1988, or before. Submit letter of application, resume, and names of three references to: Hiram L. Davis, Dean, University Library, New Mexico State University, Box 3475, Las Cruces, NM 88003. Applications received by October 30, 1987, will be given preference. NMSU is an AA/EOE employer.

SERIALS/GOVERNMENT DOCUMENTS LIBRARIAN. Serials responsibilities: Responsible for a collection of over 1,400 serial titles; supervision and coordination of Serials Union list, periodical check in, added volume/added copies, serial acquisitions, binding and current periodicals/microforms area. Supervise two full-time serials clerks and student assistants. Government Documents: supervision and maintenance of selective federal and state documents; supervise support staff and student assistants. Qualifications: MLS from ALA-accredited program, effective communication skills and the ability to work successfully as a team are essential; knowledge of AACR2, LC classification and subject headings; two years' experience in serials department and government documents. Benefits: 12 month position; excellent fringe benefits; faculty status, salary \$18,000-\$20,000, depending on qualifications and experience. Submit application, resume and names of three references by October 15, 1987, to: Myra Macon, Director of Library Services, W.B. Roberts Library, Delta State University, Cleveland, MS 38733.

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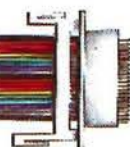
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Founded: 1971. **Members:** 200. **Budget:** \$60,000. Individuals and corporations who promote and support the Columbus Symphony Orchestra, Columbus Chamber Orchestra, Suzuki Strings Program, and the Columbus Youth Orchestra. **Publications:** None. **Affiliated With:** Driftwood Valley Arts Council (parent). **Convention/Meeting:** None.

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Alice Jolly, Pres.

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Founded: 1967. **Members:** 90. **Budget:** Less than \$25,000. Volunteer service organization. Sponsors follies (projects) and activities. **Publications:** The Channel (newsletter), monthly.

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