

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

**Rates:** Classified advertisements are \$8.75 per line for institutions that are ACRL members, \$10.75 for others. Late job notices are \$20.50 per line for institutions that are ACRL members, \$24.95 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$395 to \$745 based upon size. Please call for sizes and rates.

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

the terms faculty *rank* and *status* vary in meaning among institutions.

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

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

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

## BOOKS BOUGHT AND SOLD

**USED SCI-TECH BOOKS PURCHASED.** Physics, math, all engineering, electricity, and electronics, skilled trades, antiquarian tech. Sorry, no serials or life sciences. Quality older editions, duplicates, unneeded gifts, superseded titles always sought. Ex library OK. No quantities too great; will travel when appropriate. For more information please contact: Collier Brown or Kirsten Berg at **Powell's Technical Bookstore**, 33 NW Park Ave., Portland, OR 97209; phone: (800) 225-6911; fax: (503) 228-0505; e-mail to: [kirsten@technical.powells.com](mailto:kirsten@technical.powells.com).

## POSITIONS OPEN

**ASSISTANT/ASSOCIATE LIBRARIAN: SOUTHEAST ASIAN BIBLIOGRAPHER.** Arizona State University. General summary: This is a full-time continuing-appointment-track (Academic Professional) position requiring professional development and service. Under the general direction of the Social Sciences Coordinator for Collection Development, develops and maintains the Southeast Asian Studies Collection in the ASU Libraries. Uses excellent interpersonal skills working in a collaborative, team environment. Shows flexibility in carrying out assignments in response to changing circumstances. Essential functions: Trains and assists in supervising student assistants and temporary staff working with Southeast Asia library material; defines collection development policies for Southeast Asian Studies materials; works with other divisions and departments in the university libraries to establish expedited processing of material; assists Southeast Asian Studies Program faculty and students and the university community at large in the use of the collection. As a member of the Collection Development Division Team, works cooperatively with the Coordinators and other division members to develop material and collection goals for the university libraries. Serves on the Hayden Library reference desk. Works closely with the University Libraries Development Officer to solicit capital and material donations for the development of library collections. Qualifications: Required: ALA-accredited MLS degree; reading proficiency in at least one Southeast Asian language; and course work and/or experience that provides background in the region's peoples, their history and culture. Preferred: Demonstrated knowledge of the Southeast Asian book trade; training and/or experience in collection development; evidence of ability to supervise staff; experience in writing grant proposals; graduate course work in studies related to Southeast Asia; proficiency in at least one Western language in addition to English; willingness to travel to Southeast Asia on buying trips; and training and/or experience with automated library systems and electronic resources. Minimum salary: \$28,000. Application deadline: Monday,

## ASSISTANT UNIVERSITY LIBRARIAN

### Career Opportunity!

Are you an innovator? ... a leader? ... technologically savvy? We're looking for a manager with public, special, or academic library experience who wants to move up. If so, you have the unique opportunity to improve library processes, hone your leadership skills, manage projects, coach, facilitate, motivate, and lead library staff teams to improved public service satisfaction.

Assist in the management and leadership of an academic library with a state-of-the-art main library building, 1998 architecture library, full-time staff of 24, and lots of new technology (Yahoo! Internet Life magazine's #2 Most Wired College).

Requires four years professional librarian experience, MLS, integrated library experience, excellent PC, communication, and interpersonal skills. Nominations invited; an equal opportunity employer located in the New York/New Jersey metropolitan area.

Salary to high fifties. Please send resume to:

**Lawrence J. Corbus, Corbus  
Library Consultants  
11490 Foxhaven Dr.  
Chesterland, OH 44026  
Phone: (440) 729-0650  
Fax: (440) 729-3004  
<http://www.libraryjobs.com>  
e-mail: [LIBRARE@aol.com](mailto:LIBRARE@aol.com).**

## ACQUISITIONS/GIFT LIBRARIAN

### George Mason University

George Mason University, a rapidly growing institution in northern Virginia, 20 miles from Washington, D.C., seeks individual to manage acquisitions and gift program in highly automated environment. Reports to the Associate Librarian for Collection Management; responsible for the bibliographic and financial management of all nonperiodical acquisitions for the university libraries. Oversees gifts program, providing direction in collaboration with liaison librarians when necessary. Supervises four classified staff and three-plus student assistants. Liaison with the Associate Librarian for Collection Development and the liaison librarians in collection development.

**QUALIFICATIONS:** Required: ALA-accredited MLS and experience in acquisitions, preferably in an academic library. Preferred: Knowledge of book trade, OCLC and MARC formats, supervisory experience, and knowledge of or familiarity with automated library systems. Desired: Working experience with automated library systems, preferably Voyager, and spreadsheet software.

**INFORMATION:** 12-month appointment, excellent benefits. Salary: \$36,000+, depending on qualifications. To learn more about George Mason University, visit <http://www.gmu.edu>.

**APPLICATION:** Send letter of application, resume, and names of three current references to:

**Acquisitions/Gift Librarian Search  
Library Administration, MSN 2FL  
George Mason University  
Fairfax, VA 22030-4444**

Deadline for applications: **June 15, 1998.**

*AA/EEO employer; minorities encouraged to apply.*

June 1, 1998. Application procedure: Send letter, resume, and names, addresses, and phone numbers of four recent professional references to: Kurt R. Murphy, Assistant Dean for Personnel, University Libraries, **Arizona State University**, Box 871006, Tempe, AZ 85287-1006. For more information e-mail, [karie@asuvm.inre.asu.edu](mailto:karie@asuvm.inre.asu.edu), telephone (602) 965-4914, or fax (602) 965-9169. Full position description is available upon request. ASU is an EO/AA employer and actively seeks diversity among applicants and promotes a diverse work force.

**ASSISTANT DIRECTOR FOR INFORMATION SYSTEMS.** Rank: Senior Assistant/Associate Librarian. The Health Sciences Library at the State University of New York at Stony Brook is seeking qualified applicants for the position of Assistant Director for Information Systems, who will: Guide the continued integration of information technology into the library's operations and services; coordinate the operation, expansion, and training for local library networks and for Internet-based resources and services; administer and plan all computing and networking resources, including long-term planning in conjunction with the Department of Medical Informatics. The Assistant Director is a member of the Senior Management Team and reports to the Library Director. Minimum salary: \$55,000. Qualified individuals should

## INTERLIBRARY LOAN/ CIRCULATIONS LIBRARIAN

### Winona State University Winona, Minnesota

The Library and Information Services Department has an opening for an Interlibrary Loan/Circulations Librarian beginning July 1, 1998.

**RESPONSIBILITIES:** Responsible for coordinating the library's interlibrary loan and circulation areas. Responsibilities include managing the interlibrary loan area, including a Library Technician and student assistants, assisting in the processing of interlibrary loans, and managing the circulation and reserves area, including a library technician and student assistants. The librarian will be involved with any future document delivery options. The Librarian will assist in providing general reference services, including evening and weekend hours. Person will report to the Dean of Library and Information Services.

**REQUIRED QUALIFICATIONS:** ALA-accredited MLS. Familiarity with interlibrary loan, document delivery and circulation. Minimum of two years experience in academic libraries. Ability to work up to 45 additional duty days, beyond academic year, as needed (with additional compensation).

**PREFERRED:** Additional graduate degree.

For a complete job description, see the Affirmative Action Office Home page: <http://www.winona.msus.edu/AffirmativeAction/home.htm>; e-mail our office: [affaction@vax2.winona.msus.edu](mailto:affaction@vax2.winona.msus.edu); or call (507) 457-5639. Screening of applications begins **May 18, 1998**. Position available pending budgetary approval.

*Winona State University (MnSCU) is an equal opportunity educator and employer. Women, minorities, and individuals with disabilities are encouraged to apply.*

submit a letter of application, resume, and the names, addresses, and telephone numbers of three references to: Spencer Marsh, Director, Health Sciences Library, **State University of New York at Stony Brook**, 8034 SUNY, Stony Brook, NY 11794-8034. For complete position and requirement descriptions, see our library's web site: <http://www.hsclib.sunysb.edu>. SUNY at Stony Brook is an affirmative action, equal opportunity educator and employer.

**ASSISTANT DIRECTOR FOR TECHNICAL SERVICES AND SYSTEMS.** Responsibilities: The Assistant Director for Technical Services and Systems leads and administers the Technical Services Division which consists of the following departments: Acquisitions; Cataloging; Database Maintenance, Processing, and Bindery; and Library Systems. Responsibilities include coordination to ensure the overall operational effectiveness of the division, planning, policy and budget development, fiscal management, and supervision of staff. The Assistant Director works in a collaborative mode, with a team-centered approach to problem solving. As a member of the senior administrative group, the Assistant Director shares responsibility for developing and implementing the mission and goals and broad policy directions of the university Libraries and coordinating initiatives with other Assistant Directors and library managers. The Assistant Direc-

tor participates in leading the dynamic process of change in the transition to the digital library in a networked research environment. Reports to the Dean and Director of Libraries. Research, publication, and service to the libraries, university, and profession are expected to satisfy criteria for continuing appointment and promotion. Qualifications: Graduate degree in librarianship from an ALA-accredited institution or foreign equivalent. Minimum of five years of providing successful leadership in progressively more demanding technical services management roles in research libraries. Must have broad knowledge and proven expertise in technical services operations in a medium or large research library. Must have thorough knowledge of library systems applications. Must demonstrate a vision for providing information services in a research environment that is responsive to current trends and anticipates future needs. Must demonstrate strong leadership, analytical, interpersonal, communication, and supervisory skills, and an ability to manage change. Highly desirable: Experience planning and administering librarywide information systems and related technology. Salary: From \$52,000, plus administrative stipend. Apply to: Christine M. Travis, Library Personnel Officer, University Libraries—UL 112, **University at Albany, State University of New York**, 1400 Washington Ave., Albany, NY 12222. Deadline: Review of letters of application and resumes will begin June 20, 1998. Please include the names, addresses, and phone numbers of three references that may be contacted. The University at Albany is an equal opportunity, affirmative action employer.

**ASSISTANT SYSTEMS LIBRARIAN. Central Washington University**, Ellensburg, Washington. Duties: Liaison between Systems and Public Services departments, serve as web administrator, oversee Innovative Interfaces integrated library system, design workstations, train staff and students, and other duties. Rank: Lecturer (non-tenure-track, \$30,000-\$35,000) or Assistant Professor (tenure-track, \$35,118-\$38,375), depending on qualifications. Minimum requirements: ALA-accredited MLS or equivalent; significant experience with library automation systems and services; demonstrated expertise in web development, including knowledge of HTML. For complete position announcement, visit web site at <http://www.cwu.edu>, or call (509) 963-1901. AA/EEO/Title IX institution.

**BIBLIOGRAPHER FOR ENGLISH AND AMERICAN LITERATURE.** University of Georgia Libraries. Duties and responsibilities: The Bibliographer for English and American Literature is responsible for developing and managing the libraries' general collections in English-language literatures, journalism and mass communication, and related disciplines, and for promoting awareness of and access to these collections. Subject bibliographers are responsible for cultivating and maintaining strong relationships with faculty and students; selecting both traditional and electronic resources for the collection; developing web-based resources; and providing general and subject-related reference and instructional services. Selection and reference activities require strong computer-based skills and a broad knowledge of electronic systems and databases, including various vendor databases and Internet resources; OCLC; GALIN (Georgia Academic Library Information Network), the local integrated online system; and GALILEO (Georgia Library Learning Online), a statewide system which provides universal access to core materials for every student and faculty member in the University System of Georgia. The Humanities Department is responsible for research and resource services in art, classics, history, journalism and mass communication, language

## ASSISTANT DIRECTOR FOR EXTENDED CAMPUS LIBRARY SERVICES

### DePaul University

DePaul University, Chicagoland's largest Catholic university, currently has an opportunity available for an individual to coordinate and supervise the library services and programs at the extended campuses. Extended campuses mean the non-Chicago domestic and foreign sites where DePaul courses and programs are offered, and include interactive video and other distance learning activities. The position has immediate responsibility for the suburban campuses (Naperville, South, and O'Hare).

The qualified individual will have: An undergraduate college degree; ALA-accredited MLS required; five years increasing responsibility in library positions, with at least two years of supervisory experience; demonstrated knowledge of academic or research library public services and familiarity with all aspects of academic library service, as well as familiarity with extended campus library services; and excellent written and oral communication skills, including public presentations.

DePaul offers an excellent salary with a full benefits package. Interested candidates should send a letter of application with resume and names of three current references to:

**Doris R. Brown**  
**Director of Libraries**  
**John T. Richardson Library**  
**2350 N. Kenmore**  
**Chicago, IL 60614-3210**

*DePaul University, an employer of choice, is committed to diversity and equality in education and employment.*

### Salary guide

Listed below are the latest minimum starting figures recommended by state library associations and the North Carolina State Library for Professional library posts in these states. These recommendations are intended for governmental agencies that employ librarians. The recommendations are advisory only, and ALA has not adopted recommendations for minimum salaries. For information on librarian salaries, job seekers and employers should consider these recommended minimums, as well as other salary surveys (such as the survey in the October 15, 1989, issue of *Library Journal*, the *ALA Survey of Librarian Salaries*, the annual *ARL Salary Survey*, or the annual CUPA Administrative Compensation Survey) when evaluating professional vacancies. For more information, contact the ALA Office for Library Personnel Resources.

<b>Connecticut</b>	\$31,273
<b>Delaware</b>	\$22,500+
<b>Illinois</b>	\$27,400#
<b>Indiana</b>	varies*
<b>Iowa</b>	\$24,533
<b>Louisiana</b>	\$22,000
<b>Maine</b>	varies*
<b>Massachusetts</b>	\$27,554*
<b>New Jersey</b>	\$32,600
<b>New York</b>	varies*
<b>North Carolina</b>	\$24,367+
<b>Ohio</b>	\$25,198+
<b>Pennsylvania</b>	\$26,400
<b>Rhode Island</b>	\$29,800
<b>South Carolina</b>	varies*
<b>South Dakota</b>	\$22,000
<b>Texas</b>	\$28,000
<b>Vermont</b>	\$26,464
<b>West Virginia</b>	\$22,000
<b>Wisconsin</b>	\$25,830

\*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.

+Salary minimums for public librarians only.  
#Option for local formula.

**BRONX COMMUNITY COLLEGE (CUNY)**  
**For September 1998**  
**(subject to financial ability)**

LIBRARY POSITIONS:

**Coordinator of Public Services (#L101)**  
Assistant Professor/Associate Professor

**Responsibilities:** Full-time tenure track, senior level managerial position; reports to Chief Librarian; supervises all Library public services. **Qualifications:** 2-5 years experience in an academic library & demonstrated supervisory/managerial competency.

**Systems Librarian (#L102)**  
Lecturer/Assistant Professor

**Responsibilities:** Full-time tenure track, staff specialist reports to Chief Librarian; operates & maintains all automated systems. **Qualifications:** Minimum one (1) year experience in an academic library; thorough knowledge of application of electronic systems in a college library setting.

**Reference/Bibliographic Instruction Librarian (#L103)**  
Lecturer/Assistant Professor

**Responsibilities:** Full-time tenure track, general reference service provider (print & electronic); reports to Coordinator of Public Services; conducts bibliographic instruction classes. **Qualifications:** Excellent grasp of standard reference sources essential (print & electronic); experience as a reference librarian preferred.

Unless otherwise specified, **Assistant/Associate Professor:** MLS degree from an ALA accredited school required + second masters &/or doctorate; **Lecturer:** MLS degree from an ALA accredited school required. Evening/Saturday/ Sunday may be required.

**SALARY RANGE:**

Associate Professor:	\$39,003 - \$62,394
Assistant Professor:	\$29,931 - \$52,213
Lecturer:	\$27,454 - \$45,499

Salary commensurate with education and experience

Refer to specific position # above and send resume with cover letter no later than May 20, 1998 to: Ms. Shelley B. Levy, Director of Personnel Services, Bronx Community College, West 181st Street & University Avenue, Bronx, New York 10453. EEO/AA/IRCA/ADA Employer.

formation on the campus and the community, visit the University of Georgia's web site (<http://www.uga.edu/>). Application procedure: Send letter of application, addressing all qualifications with a resume and the names, addresses, and phone numbers of three references, by June 12, 1998, to: Florence E. King, Assistant University Librarian for Human Resources, **University of Georgia Libraries**, Athens, GA 30602-1641; (706) 542-0626. This position will be filled only if suitable applicants are found. An equal opportunity, affirmative action institution.

**CATALOGER.** (Entry-level.) Utah State University Libraries. Responsibilities: Performs original and copy cataloging in all formats and subject areas as assigned. May assist in authority control and with retrospective conversion and other cataloging projects. Participates in Cataloging Department activities and other library and university service as assigned. Qualifications required: MLS from an ALA-accredited program; experience or course work in cataloging; knowledge of AACR2; familiarity with LCSH, LC and Dewey classification practices, and MARC formats; and the ability to work and communicate effectively with all levels of faculty and staff. Desired: Cataloging experience in an academic library; familiarity with NOTIS and/or HORIZON systems; experience with OCLC; experience with authority control; and reading knowledge of one or more foreign languages. This is a 12-month base professional position. Minimum salary of \$26,000-plus excellent benefits of medical, dental, and retirement plans as well as vacation and sick leave. Send letter of application, resume, and names, addresses, and telephone numbers of four references to: Max P. Peterson, University Libraries Director, **Utah State University**, 3000 Old Main Hill, Logan, UT 84322-3000. Review of applications will begin immediately and continue until the position is filled; applications received by June 1, 1998, will receive first consideration. Utah State University is a land grant institution, located 80 miles north of Salt Lake City. AA/EOE.

**CATALOGER FOR MANUSCRIPTS AND VISUAL MATERIALS.** **New York University Libraries.** Two-year Mellon Foundation funded grant with possible two-year renewal for project based at the New-York Historical Society Library. The Library, which recently affiliated with the New York University Libraries, encompasses approximately 400,000 volumes, 7,000 linear feet of manuscripts, and one million items in its print, photograph and architecture collections related to New York history and life. Create collection and item level cataloging

records for the New-York Historical Society Library's manuscripts, archives, and visual materials collection, using AACR.2, LCSH, and the MARC format. Requires ALA accredited NLS; two years cataloging experience; familiarity with MARC AMC and/or VIM formats and automated cataloging systems; flexible, creative approach to providing bibliographic control over a large and diverse collection. Knowledge of American and/or New York history and experiences working with archives or visual materials. Minimum: \$34,000. (For application and additional information, see New York University Libraries' ad for Cataloger for Printed Books position, below.)

**CATALOGER FOR PRINTED BOOKS.** **New York University Libraries.** Two-year Mellon Foundation funded grant with possible two-year renewal for project based at the New-York Historical Society Library. Create full, minimal, and collection-level cataloging records for the Library's book and pamphlet collection, using AACR2, LCSH and LC Classification. Requires ALA-accredited MLS; two years cataloging experience; familiarity with MARC format and automated cataloging systems; flexible, creative approach to providing bibliographic control over a large and diverse collection. Knowledge of American and/or New York history and experience working in humanities collections. Minimum \$34,000. Send resume and letter of application, including names, addresses, and telephone numbers of three references, indicating position of interest, by June 15, 1998, to: Janet Koztowski, **New York University Libraries**, 70 Washington Square South, New York, NY 10012. Preliminary interviews at ALA Annual Conference. NYU encourages applications from women and members of minority groups.

**CATALOG LIBRARIAN.** Catalog librarian to manage library cataloging unit, including database maintenance, authority control, and end processing. Manage and supervise daily operations of cataloging unit and perform complex and original cataloging of all library materials in all formats, including Internet resources. Maintain SVSU bibliographic records on Innopac system, improve access to and quality of existing bibliographic database. Implement OCLC and III cataloging enhancements and participate in management of automated library systems. MLS from an ALA-accredited library science program. Familiarity with AACR2, LCSH, LC classification, MARC formats, OCLC or other bibliographic utility, and the automated library environment. Experience with Innopac desirable. For full consideration, submit resume, including three professional references, to: James

## **BUSINESS AND GOVERNMENT INFORMATION LIBRARIAN**

### **Trinity University San Antonio, Texas**

Trinity University, San Antonio, Texas, invites applications for the position of Business and Government Information Librarian, a faculty appointment. Trinity, with 2,400 undergraduates and 200 graduate students, is strongly committed to excellence in support of the liberal arts and sciences tradition. In addition, a number of professional majors, including business administration, are included in the Trinity curriculum. Selective admissions, highly qualified faculty, outstanding teaching programs, support for library development, and commitment to undergraduate research place Trinity among the best liberal arts and sciences institutions in the nation. Presently, the Coates Library holds over 820,000 volumes, plus sizable holdings of government documents, microforms, and media.

We seek a librarian who demonstrates enthusiasm for the electronic transformation of business and government information now underway, and who will integrate new information resources into our collection development and public service efforts. This librarian supervises two support staff members assigned to processing government documents. Other primary responsibilities include liaison work with the Department of Business Administration and possibly other departments; collection development and management activities; and user education. General reference duties, including scheduled evening and weekend hours, are a significant part of the position as well.

Qualifications include knowledge of and, preferably, experience with government documents, business reference, electronic resources, web site development, and other microcomputer applications in a networked environment; demonstrated skills in reference service, collection development, and user education; and an ALA-accredited MLS degree. Baccalaureate or graduate degree in business administration or a social sciences discipline preferred. Trinity seeks librarians who wish to function in a campus community both as librarians and as academics, who demonstrate an appreciation for and commitment to undergraduate education, who possess initiative, energy, creativity, and good interpersonal skills, and who have the ability to function effectively in a complex organization.

Assistant Professor rank. Tenure-track. Salary \$29,000. 12-month appointment. TIAA/CREF and other fringe benefits. Position available August 1, 1998, or as soon thereafter as possible.

Send an application including description of experience and interests, detailed resume, a placement file if available, and the names of three references to:

**Richard Meyer, Director  
Coates Library  
Trinity University  
715 Stadium Dr.  
San Antonio, TX 78212-7200**

Review of applications will begin **May 26, 1998**, and will continue until position is filled.

Wood, Director, Human Resources, **Saginaw Valley State University**, 7400 Bay Rd., University Center, MI 48710. Position will remain open until filled. Saginaw Valley State University is an equal opportunity, affirmative action employer. Please visit our SVSU web site at: <http://www.svsu.edu>.

**CATALOG LIBRARIAN.** Wichita State University. Prepares and maintains original bibliographic records using AACR2, LC Subject Headings and classification numbers, and US MARC tagging conventions. Enters records on OCLC and NOTIS databases. Catalogs printed and recorded music, nonprint materials, electronic resources, government publications, monographs, and serials. Enters records on OCLC and NOTIS databases. Participates in the management of the cataloging unit, which includes developing policies and procedures and training staff. Engages in scholarship and professional services. Librarians at Wichita State University enjoy faculty rank, privileges, and responsibilities. Required qualifications. ALA-accredited MLS and cataloging course work. Music background or course work and knowledge of music literature. Good communication skills and the ability to work collaboratively with professional and support staff. Preferred qualifications: Two years recent experience in an automated environment that includes cataloging music or media, government publications, monographs, nonprint materials, and serials; experience on NOTIS system; reading knowledge or better of at least one non-English language; second master's degree. Starting salary is \$26,000-\$30,000 for 12 months, depending on experience

and qualifications. Tenure-eligible. Choice of retirement plans, including TIAA/CREF. Send letter of application, resume, and names, addresses, and telephone numbers of three current references, postmarked by June 1, 1998, to: Nan Myers, Chair, Catalog Librarian Search Committee, **Wichita State University**, Wichita, KS 67260-0068. Noncitizens must be eligible to work in the United States at time of appointment. Finalists will be invited for an expense-paid interview. Wichita State University is an urban institution with an enrollment of over 14,000 and a commitment to improving the diversity of its faculty by actively seeking applications from a broad spectrum of individuals. Wichita State University is an affirmative action, equal opportunity employer.

**COLLECTION DEVELOPMENT OFFICER.** Harvard University, Graduate School of Business Administration, Baker Library. Reporting to the Director of Resource and Database Management, the Collection Development Officer provides a leadership role in Baker Library for the selection of business information resources in digital, multimedia, and print formats. Key responsibilities include: Develops policies and plans related to library collections development, including negotiation and management of contracts and licensing agreements for multimedia and digital resources. Oversees \$1 million-plus information resources budget. Coordinates work of selectors in various library departments on continuing development of Baker's collections in all formats. Works with Harvard libraries to develop agreements and procedures for cooperative collection development. Creates and

**UNIVERSITY PROFESSOR/INFORMATION  
SERVICES LIBRARIAN  
and  
UNIVERSITY PROFESSOR/ACCESS SERVICES LIBRARIAN**

**Governors State University  
University Park, Illinois**

Governors State University (GSU) is seeking applications and nominations for two 12-month, tenure-track positions in the university library. Successful candidates will exhibit strong service orientation, excellent communication skills, and a commitment to diversity and multiculturalism. GSU, the fastest-growing public university in Illinois, is an upper-division university serving a predominately non-traditional and diverse student population. The GSU Library participates in the statewide ILLINET Online Network, which will be migrating to the Data Research Associates (DRA) integrated library system.

**UNIVERSITY PROFESSOR/INFORMATION SERVICES LIBRARIAN**

**RESPONSIBILITIES:** Provide reference/information services to library patrons. Provide information technology instruction services. Serve as liaison librarian to the Division of Education, including library instruction. Select library materials, develop and maintain the library collection in liaison subject areas. Coordinate the curriculum materials center services and collections. Serve as liaison librarian to community patrons and groups. Coordinate the university archives.

**QUALIFICATIONS:** ALA-accredited master's degree required. Experience in academic reference. Experience in library computer applications and instruction preferred. Background in the field of education highly desirable.

**UNIVERSITY PROFESSOR/ACCESS SERVICES LIBRARIAN**

**RESPONSIBILITIES:** Serve as Head of the Circulation Department. Serve as liaison librarian to distance learning programs of the Center for Extended Learning and Communication Services (CELCS). Coordinate and provide information technology instruction services. Serve as liaison librarian to the College of Health Professions, including library instruction. Select library materials, develop and maintain the library collection in liaison subject areas.

**QUALIFICATIONS:** ALA-accredited master's degree required. Management/supervisory experience. Experience with library computer applications and instruction preferred. Experience with the DRA circulation module preferred. Background in the health professions desirable.

**APPLICATION AND NOMINATION PROCEDURE:** These positions are available August 1, 1998, and will be open until filled. Review of applications will begin **June 1, 1998**. Minimum salary is \$36,000. Applicants should send a letter of interest addressing qualifications, a current resume/vita, and three references to:

**Beth Hansen Shaw  
Library Search Committee  
Governors State University Library  
University Park, IL 60466**

**<http://www.govst.edu/library/search/librarian.htm>**

*Governors State University, an affirmative action, equal opportunity employer, is committed to achieving excellence through diversity. The university encourages applications from women, persons with disabilities, and ethnic/racial minorities.*

oversees mechanisms for the evaluation, selection, and development of new electronic and print products. Provides leadership for further developments in the Harvard Business School Core Collection Catalog and other print and electronic tools. Is a key liaison with faculty and program administrators on collection development issues. Represents Baker Library regionally, nationally, and internationally in collection development matters. Qualifications: Required: ALA-accredited MLS; experience in business or social sciences information services or academic and research library collection development; understanding of the evolving role of the academic research library and issues related to communication, access and ownership, and emerging technologies; superior interpersonal skills; ability to provide leadership, set priorities, and resolve competing demands in an atmosphere of rapid change; excellent planning, analytical, and communication skills; ability to work cooperatively with and coordinate the efforts of colleagues to achieve stated goals; strong customer service orientation; creativity and initiative; and

computer literacy. Desirable: Experience selecting business information resources or providing business reference services; reading knowledge of one or more foreign languages. Salary commensurate with experience and qualifications; \$43,700 minimum. Excellent benefits package. Send cover letter and resume to: **Harvard Business School**, Lauren Baccus, Fowler 22, Soldiers Field, Boston, MA 02163. Closing date: Open until filled.

**COORDINATOR (CURATOR). Library of American Broadcasting.** University of Maryland Libraries. The University of Maryland Libraries, College Park, is accepting applications for the position: Coordinator (Curator), Library of American Broadcasting. The Library of American Broadcasting, formerly the Broadcast Pioneers Library, is a multimedia research collection consisting of books, pamphlets, serials, scripts, photographs, phonograph recordings, audiotapes, videotapes, and film documenting the history of commercial broadcasting in America. Supported by the Broadcast Pioneers Educa-

# LIBRARIAN FOR AFRICAN STUDIES

## Indiana University Libraries, Bloomington

The Indiana University Libraries are seeking an experienced and innovative individual to oversee the African Studies collection and services for the Indiana University Libraries at Bloomington.

The Indiana University Libraries are one of the leading academic research library systems in North America, providing strong collections, quality service and instructional programs, and leadership in the application of information technologies. The university community includes approximately 96,000 students and 4,000 faculty on eight campuses. The libraries consist of the libraries on the Bloomington campus, the libraries in Indianapolis (the university library and the medicine, law, and dentistry libraries), and the libraries at six other campuses across the state.

The Bloomington campus, located in the rolling hills of southern Indiana, has a student enrollment of 36,000 and faculty numbering 1,500. The Bloomington libraries house over five million cataloged volumes and other extensive and diverse collections that include manuscripts, photographs, music, sound recordings, film, and electronic media.

The African Studies Collection in the Main Library is a nationally known resource in the humanities and social sciences for teaching and research on Sub-Saharan Africa, comprising some 100,000 cataloged volumes. Materials are collected in major world languages and hundreds of African languages, with focus on 30 major languages and language families. Particularly strong are collections in anthropology, ethnomusicology, fine arts, folklore, history, linguistics, literature, economics, political science, and government. Significant African research materials are housed in the Lilly Library (rare books and manuscripts), the Fine Arts Library, the Fine Arts Museum, and the Archives of Traditional Music.

AVAILABLE: August 1, 1998.

**RESPONSIBILITIES:** Under the direction of the Director of Collection Development, the librarian is responsible for building and maintaining a collection of materials produced about Africa or in Africa in all media to support the current and future needs of the Indiana University academic community; teaches annually Introduction to the Bibliography of Sub-Saharan Africa, a required course for the African Studies graduate minor; and participates in the African Studies Program, chairing its Library Committee. Assists in developing external funding sources; maintains and develops cooperative programs for exchanges, gifts, and resource sharing; and provides advanced reference service in African Studies. Works with other library units to acquire materials and provide access to them, including preparation of collection guides, web site development, and digitization projects; participates in meetings and activities of the Subject and Area Librarians Council and of Academic Information Services. Supervises a half-time support staff assistant and a student.

**QUALIFICATIONS:** Required: ALA-accredited master's degree in library science with graduate work in African Studies or equivalent combination of education and experience in an academic research library or special library; knowledge of electronic resources, with an interest in developing innovative services; familiarity with African Studies curricula and area studies research trends nationally and internationally; excellent written and oral communication skills; good interpersonal skills and the ability to work as part of a team. Preferred: MLS and doctorate in field specializing in African Studies and field experience in Africa bibliographic knowledge of other European and African languages, in particular French, Portuguese, German, Swahili, Hausa, Bambara, South African or Ghanaian languages; familiarity with publishing patterns in Africa, the African book trade, and African vendors; and teaching experience.

**SALARY AND BENEFITS:** Salary negotiable and competitive, dependent upon experience, qualifications, and rank, with minimum salaries of: Assistant Librarian, \$30,135; Associate Librarian, \$36,609; Librarian--\$44,744. This is a tenure-track academic appointment, which includes eligibility for sabbatical leaves. Benefits include a university health care plan, TIAA/CREF retirement/annuity plan, group life insurance, and liberal vacation and sick leave.

To apply, send letter of application, professional vita, and names, addresses, and phone numbers of four references to:

**Lila Fredenburg, Libraries Human Resources Officer**  
**Indiana University Libraries**  
**Main Library C-201**  
**Bloomington, IN 47405**  
**phone: (812) 855-8196**  
**fax: (812) 855-2576**  
**e-mail: lfredenb@indiana.edu**

Review of applications will begin on **June 8, 1998**, and will continue until the position is filled.

For further information concerning Indiana University: <http://www.Indiana.edu/iub>.

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

The New York Public Library, operating 4 major research facilities and 84 circulating libraries, is one of the most respected libraries in the world. To help us maintain our present success while building upon our history, we currently seek the following:

### SPECIAL ASSISTANT FOR COLLECTION DEVELOPMENT

Develop, recommend and coordinate collection development policies and activities throughout the service divisions of the Research Libraries. Provide analytical support for allocating and monitoring book funds and budgets. Coordinate collection management activities with the Preservation Division. Prepare grant and other funding proposals based on collection descriptions and activities.

MLS from an ALA accredited library and 5 years' experience in a large academic or research library. Substantial experience in all aspects of collection policy development, evaluation or assessment. Working knowledge of Western European languages for bibliography, research trends and publishing; substantial experience with material selection, budgeting and related accounting and database systems.

### LIBRARIAN III

Responsible for bibliographic control of the Shelley and His Circle Collection. Catalog books and manuscripts. Design and maintain database for accession records. Manage an ongoing retrospective conversion project for monographs and develop one for manuscripts.

MLS from an ALA accredited library and a second Master's degree in Humanities (emphasis on late 18th - early 19th century literature and/or history preferred). Professional experience cataloging rare books and manuscripts in a research library or similar institution. A working knowledge of RLIN/OCLC, MARC, AACR2, LCSH, APPM, DCRB and other rare book and manuscript cataloging tools. Knowledge of elements of item-level bibliographical description, such as collation, binding description, watermarks and provenance. Public service experience with advanced scholars and knowledge of relevant reference works. A working knowledge of Italian (preferred) or French, and SGML and MS Office is desired.

Competitive salary; comprehensive benefits. Please send resume, indicating position of interest, to: The New York Public Library, Human Resources Dept. CRLN, 188 Madison Avenue, 5th Floor, New York, New York 10016-4314. An Equal Opportunity Employer.



The  
New York  
Public  
Library

tional Fund, the Library of American Broadcasting is a unit of the University of Maryland Libraries. The Library of American Broadcasting and its sister collection, the National Public Broadcasting Archives, together comprise a major resource in the history of American radio and television broadcasting. Responsibilities: The Curator of the Library of American Broadcasting provides day-to-day direction in the areas of arranging, describing, cataloging, and referencing materials that comprise the library. The Curator acts as liaison with the Broadcast Pioneers Educational Fund and leads efforts in outreach, public relations, and collection development. The Curator plays a major role in fundraising for library operations and special projects. This involves making potential funding contacts within the broadcast community and seeking funds from grant-making agencies. The Curator works closely with the Curator of the National Public Broadcasting Archives, who has general oversight responsibility for both units. Qualifications: Required: A master's degree or Ph.D. from an ALA-accredited program in library science, history, or communications. An in-depth knowledge of the history of broadcasting. At least three years experience in library or archives administration. Experience in grant writing and other forms of fundraising. Familiarity with personal computers, database management software and web site construction and management. Experience in mounting exhibits or displays of historical interest. Ability to work with University of Maryland Libraries staff and officers of the Broadcast Pioneers Educational Fund. Excellent communication skills. Salary: Commensurate with experience. Benefits available. Applications: For full consideration, submit a cover letter and a resume and names and addresses of three references by June 1, 1998. Applications accepted until the position is filled. Send resume to: Ray Foster, Library Personnel Services, McKeldin Library, **University of Maryland**, College Park, MD 20742-7011. You may also fax your resume: (301) 314-9960. Libraries' web address: <http://www.lib.umd.edu/UMCP>. The University of Maryland is an affirmative action, equal opportunity employer. Minorities are encouraged to apply.

**COORDINATOR OF LIBRARY USER EDUCATION.** Bowling Green State University is seeking innovative and dynamic applicants for a tenure-track faculty Coordinator of Library User Education position. Primary responsibilities include coordinating and assessing all library user education (LUE) programs and services for Jerome and Science Libraries; promoting library services and resources; supervising and

evaluating LUE faculty and contributing to the evaluation of other faculty and staff; serving as lead instructor in training library faculty and staff involved with LUE activities; coordinating and developing instructional materials for all media; and providing reference service, including evenings and weekends. Required qualifications include an ALA-accredited MLS; at least two years of academic library or equivalent experience; demonstrated ability to coordinate programs and/or services; successful instructional experience; knowledge/background in electronic resources; excellent organizational, leadership, and communication skills; and a strong commitment to serving diverse communities. Preferred qualifications include knowledge and/or background in various innovative educational technologies including HTML; and successful reference and supervisory experience. Assistant Professor. Service and research required to attain tenure and promotion. Qualified applicants must have proof of legal authority to work in the U.S. Salary competitive, dependent on related experience. The anticipated starting date is September 1, 1998. BGSU is an AA/EEO employer and encourages applications from women, minorities, veterans, and persons with disabilities. Mail letter of application, current curriculum vitae, and the names, phone numbers, and addresses of three current references to: Beverly J. Stearns, Office of the Dean, 204 Jerome Library, **Bowling Green State University**, Bowling Green, OH 43403. Applications postmarked by June 15, 1998, will receive full consideration.

**DIGITAL RESOURCES LIBRARIAN.** Marriott Library, University of Utah. Position description: The University of Utah Marriott Library seeks an enthusiastic, innovative librarian to join the team responsible for designing, implementing, and maintaining a content-rich, well-organized, web-based gateway to the library's varied collections, ranging from electronic indexes and databases to locally created image collections. Under the direction of the Head, Library Information Services Division, of the library's Academic Computing and Library Information Services Department, the librarian in this new position is specifically responsible for creating, editing, and updating Marriott Library web pages and presentations that foster interactivity and provide dynamic, current information and access to the library's collections. As part of the digital library team, the librarian plays an active role in determining strategic and operational directions for the management, structure, and content of the library's information gateways. Qualifications: Required: MLS from an ALA-accredited



# ASSISTANT DIRECTOR FOR PUBLIC AND RESEARCH SERVICES

(Search Extended)

## Washington State University Libraries

This is a newly created position resulting from an extensive planning process. The Assistant Director for Public and Research Services is an administrative position responsible for planning, coordinating, and managing public and research services, including personnel, budget, services, and facilities, related to the nine Pullman libraries and units that comprise Public and Research Services. Assesses services and unit needs to assure user-centered public and research services. Coordinates with other library divisions to determine effectiveness of public and research services. Works with the branch campus librarians in coordinating programs with Pullman-based units. Serves on Library Council and the Director's Cabinet. Facilitates WSU Libraries' efforts in building an open, collaborative organization. The Assistant Director reports to the Director of Libraries.

**QUALIFICATIONS:** Required: MLS from an ALA-accredited program; minimum of five years recent experience in administering public and research services in a medium to large academic or research library; professional reference and user education experience in a research library; record of activity within the profession; experience applying new information technologies in public service settings; successful administrative and management experience with diverse units, including facilitation of group decision making and planning; effective oral and written communication skills; supervisory and budget management experience; ability to establish and maintain productive working relationships with the university community and libraries' other clientele. Preferred: Demonstrated support for staff development; experience with assessing services and user needs; additional advanced degree.

**SALARY:** From \$60,000, commensurate with qualifications and experience.

**RANK:** Commensurate with qualifications and experience; faculty status. Other benefits: TIAA/CREF, broad insurance program, 22 days vacation and 12 days sick leave per year.

**APPLICATION:** Send letter of application, resume, and names, telephone numbers, and complete mailing addresses of three references to:

**Donna L. McCool**  
**Associate Director for Administrative Services**  
**Washington State University Libraries**  
**P.O. Box 645610**  
**Pullman, WA 99164-5610**

Application review begins **June 15, 1998**. Washington State University Libraries' Homepage is: <http://www.wsulibs.wsu.edu>.

*WSU is an EEO employer. Protected group members are encouraged to apply.*

program; experience with HTML and/or web design; experience in a library setting; demonstrated ability to provide individual and group instruction on technical topics; commitment to user-centered service; demonstrated interpersonal and communication skills in a team environment; ability to meet university requirements for promotion and continuing appointment. Preferred: Expertise in web development and design tools, including HTML, Perl, databases, web tools, and UNIX; experience in an academic library; knowledge of emerging trends in electronic and digital libraries. Salary: \$35,000 plus excellent benefits. Marriott Library and the University of Utah: A member of ARL, the Marriott Library provides services to over 27,000 students. The library has over two million volumes, 14,000 periodical subscriptions, and extensive networked electronic resources. The university is situated on a 1,500 acre campus in Salt Lake City, with a population of approximately one million and a strong economy. A cosmopolitan community, Salt Lake City offers a wide variety of cultural, entertainment, and recreational activities; the city will serve as host for the 2002 Winter Olympics. Application procedures: Send detailed letter of application, stating how applicant meets qualifications, along with resume and names, addresses, and phone numbers of three references, to: Kristeen Arnold, Personnel Officer, Marriott Library, **University of Utah**, Salt Lake City, UT 84112. Applications received by June 15, 1998, will be given full consideration. We are an equal opportunity, affirmative action employer. We encourage applications from women and minorities and provide reasonable accommodations to know disabilities of applicants and employees.

**DOCUMENTS LIBRARIAN. Central Washington University**, Ellensburg, Washington. Duties: Assist in the management of a depository library collection, provide documents reference service and user instruction, catalog maps and documents, oversee use of Marcive services, supervise staff and student employees, and other duties. Rank: Lecturer (non-tenure-track, \$30,000-\$35,000) or Assistant Professor (tenure-track, \$35,118-\$38,375), depending on qualifications. Required qualifications: ALA-accredited MLS or equivalent; strong public services orientation; demonstrated organizational, communication, supervisory, and interpersonal skills; ability to work effectively in a team setting with students, staff, and faculty colleagues. For complete position announcement, visit web site at <http://www.cwu.edu>, or call (509) 963-1961. AA/EOE/Title IX Institution.

**ELECTRONIC RESOURCES LIBRARIAN.** (Search extended.) Western Illinois University Library (<http://www.wiu.edu/library/>) seeks to fill a new position. Responsibilities: As Coordinator of Electronic Resources Unit, supervises staff in implementation and maintenance of hardware, software, and electronic resources, including migration to the statewide integrated system (DRA). Collaborates with Web Coordinator and other library faculty and staff in assessment of technological needs. Provides staff training and consultation in use of library software applications. Monitors technological trends and advises library faculty and staff about equipment planning and software use with instruction, research, and library services. Provides instruction in 21-workstation electronic classroom, and reference service. Qualifi-

**BIBLIOGRAPHIC AND INFORMATION SERVICES  
LIBRARIAN/ELECTRONIC RESOURCES**  
and  
**INFORMATION SERVICES LIBRARIAN**  
(Two positions)  
**Hanover College**

Hanover College seeks creative, service-oriented librarians with broad interests in academic librarianship to provide leadership in two positions, (1) cataloging and (2) electronic resources, as well as serving on the Information Services Team, which is responsible for the reference, instruction, and faculty liaison programs. Both positions report to the Director of Duggan Library.

**BIBLIOGRAPHIC AND INFORMATION SERVICES LIBRARIAN**

**SPECIFIC RESPONSIBILITIES:** Manage cataloging functions for all collections. Provide original cataloging as needed; oversee copy cataloging. Assure quality of OPAC database. Supervise one paraprofessional and several students. Revise procedures and workflow as needed to utilize new technologies and to ensure maximum efficiency and effectiveness of cataloging operations. May also manage serials processing.

**SPECIFIC REQUIREMENTS:** Cataloging experience in automated environment. Mastery of current cataloging practices, including AACR2, LCSH, and classification practices (Dewey preferred). Experience with one of the national utilities (OCLC preferred). Preferred: Experience with cataloging a variety of formats. Experience with government documents and serials.

**ELECTRONIC RESOURCES AND INFORMATION SERVICES LIBRARIAN**

**SPECIFIC RESPONSIBILITIES:** Maintain and coordinate the library's electronic resources. Provide leadership to team effort to develop and maintain library's homepage. Be aware of current trends and issues in library technology and electronic resources and apply knowledge of these to the local situation. Provide support for library staff use of electronic resources. Develop training and documentation for library systems. Serve as liaison to the Academic Computing staff. Interface with information systems staff for PALNI consortium.

**SPECIFIC REQUIREMENTS:** Expertise in use of integrated library systems, electronic reference resources, and microcomputers. Demonstrated ability to learn new technology and stay current with technical developments. Knowledge of emerging trends in electronic library services. Preferred: Academic specialization or work experience in planning and implementing electronic resources in libraries. Expertise in setup and troubleshooting of computer hardware and software. Facility in working with WWW, HTML, Windows 3.1 and 95, and UNIX. Ability to establish and maintain a CD-ROM LAN utilizing Windows NT client-server technology.

**RESPONSIBILITIES COMMON TO BOTH POSITIONS:** As a member of the Information Services Team, plan and provide customer-focused reference service using traditional and electronic resources, contribute to the development and implementation of a course-integrated instruction program, and serve as a liaison to appropriate academic departments in a new outreach program.

**REQUIREMENTS COMMON TO BOTH POSITIONS:** MLS from an ALA-accredited program or international equivalent; commitment to the service and educational roles of academic libraries; enthusiasm for reference and instruction; ability to work effectively as part of a team as well as independently; excellent oral and written communication skills. Preferred: Demonstrated skill in providing reference service in an automated academic environment; teaching or training experience.

Hanover College is a nationally ranked, private liberal arts college. Additional information is available at our web site at <http://www.hanover.edu>. Salary commensurate with experience (\$27,500 minimum); start date as early as possible in July 1998; competitive benefits package.

Send letter of application; vita; and names, addresses, and telephone numbers of three references to:

**Christine Wilcox  
Secretary to the Library Search Committee  
Hanover College  
P.O. Box 108  
Hanover, IN 47243-0108**

Review of applications begins **May 20, 1998**, and continues until positions are filled.

*EOE.*

# THREE TENURE TRACK POSITIONS

## New Mexico State University

### **DEPARTMENT HEAD; HUMANITIES, ARTS, AND SOCIAL SCIENCES—REFERENCE DEPARTMENT**

RANK: Assistant/Associate Professor, tenure-track (full-time).

QUALIFICATIONS: An MLS degree from an ALA-accredited program; strong subject background in humanities or social sciences; five plus years experience showing progressive supervisory responsibility. Demonstrable knowledge of traditional and electronic reference services and sources; commitment to faculty and student outreach; thorough understanding of library instruction; excellent written and oral communication skills; second master's degree in selected field highly desirable.

SALARY: \$36,000-\$42,000 depending on qualifications, plus administrative stipend; department head appointments are reviewed every three years.

RESPONSIBILITIES: Manages, coordinates, and develops all aspects of library service to faculty, students and staff in the humanities, arts, and social sciences reference department; leads department in translating library goals into a departmental action plan; supervises and evaluates six reference library faculty, including coordinators for instruction and electronic services and one reference assistant; participates in regular reference desk rotation; develops collection in assigned areas; serves as member of library management committee and other library and university committees.

APPLY TO: R. David Myers, Chair

### **ELECTRONIC RESOURCES LIBRARIAN**

RANK: Instructor/Assistant Professor, tenure-track (full-time).

QUALIFICATIONS: MLS degree from an ALA-accredited program. Strong public service orientation; extensive knowledge of computer hardware and software, including library applications (Internet, CD-ROMs); expertise in web page design and construction; demonstrated excellence in teaching and/or training; demonstrated interest in emerging technologies for reference services; excellent interpersonal communication skills; second master's degree and fluency in Spanish are desirable.

RESPONSIBILITIES: Coordinate the development and maintenance of the library's web pages; provide general reference service, with particular emphasis placed upon the use of electronic resources; participate in all phases of reference, including evening and weekend rotation; offer instruction to library users; coordinate evaluation and recommendations for selection of electronic products.

SALARY: \$28,500-\$32,500, depending on qualifications.

APPLY TO: Molly Molloy, Chair.

### **COLLECTION SERVICES LIBRARIAN**

RANK: Instructor/Assistant Professor, tenure-track (full-time).

QUALIFICATIONS: MLS degree from an ALA-accredited program; at least one year of supervisory experience; at least one year of experience with collection development or technical services; excellent interpersonal communication skills; ability to manage and prioritize simultaneous projects; desire and ability to work in a team-based environment.

RESPONSIBILITIES: Assist in the management of the Collection Services Department (two librarians, 12 paraprofessionals); coordinate the preservation of the library's circulating collection, including the operation of binding, mending; collaborate with librarians, staff, and university faculty to carry out major weeding projects; help develop materials evaluation policies; collect and analyze data to support the development of core collections and specialized research collections; provide leadership, encouragement, training, and support for departmental staff in carrying out acquisitions, approval plan, and gifts functions.

SALARY: \$28,500-\$32,500, depending on qualifications.

APPLY TO: Donnelly Cartis, Chair.

Applicants for all three positions must be able to demonstrate ability to meet requirements for faculty promotion and tenure.

BENEFITS: Group medical and hospital insurance, group life insurance, state educational retirement, worker's compensation, annual and sick leave, and unemployment compensation.

APPLY TO:

**Chair as Identified  
Search Committee—(Position Title)  
NMSU Library  
Box 30006, Dept. 3475  
Las Cruces, NM 88003-8006**

DEADLINE FOR APPLICATION: Submit letter of application; resume; supportive materials; plus names and addresses and phone number of three references. Must be postmarked on or before **May 26, 1998**.

For more information about NMSU-Library, visit our web site at: <http://lib.nmsu.edu/>.

*New Mexico State University is an EEO/AA employer.*

## CATALOG LIBRARIAN

### John M. Olin Library Washington University in St. Louis

Washington University Libraries invites applications for the position of Catalog Librarian.

**RESPONSIBILITIES:** Under the direction of the Database Management Supervisor, the Catalog Librarian performs original and adaptive cataloging of materials, in a wide variety of subjects, languages, and formats and works with the Supervisor on database quality control.

**REQUIRED QUALIFICATIONS:** MLS from an ALA-accredited library school; ability to work with foreign languages; strong analytical and problem-solving skills; ability to initiate, plan, and carry out projects, both independently and is a member of a team; excellent oral and written communication skills; ability to work effectively in a changing environment.

**DESIRED QUALIFICATIONS:** Academic library cataloging experience with AACR2, LCSH, and LC classification; knowledge of MARC formats; familiarity with NACO standards; experience with automated authority control; experience with an online bibliographic utility (OCLC preferred) and an integrated library system (Innopac preferred). Minimum salary: \$27,500,

**GENERAL INFORMATION:** Washington University, located at the western edge of the city of St. Louis, is a medium-sized, independent university founded in 1853, internationally known for excellence in teaching and research and for the quality of its faculty and student body. Washington University Libraries includes the John M. Olin Library and 12 school and departmental libraries and holds over three million volumes and 18,000 journal subscriptions. For more information, see the Washington University web site, <http://www.wustj.edu> and the Libraries Web site, <http://library.wustl.edu>.

**APPLICATION INFORMATION:** For full consideration, applicants should send a letter of application, resume, and the names of three references to:

**Human Resources  
Washington University  
Campus Box 1178  
7425 Forsyth  
St. Louis, MO 63105**

Position will remain open until filled; initial review of applications will begin **July 1, 1998**.

*Employment eligibility verification required upon hire. Washington University is an equal opportunity, affirmative action employer.*

cations: ALA-accredited MLS and additional advanced degree. Experience with microcomputer operating systems and network (Windows NT, 95, Novell, UNIX) and CD-ROM environments. Demonstrated ability to learn new technology and stay current with technical developments. Relevant library experience and an understanding of the mission and goals of academic libraries. Ability to work effectively as part of a team as well as independently. Excellent oral and written communication skills. This 12-month, tenure-track position includes a flexible schedule (see *C&RL News* 57, no. 5 (May 1996): 278), standard benefits, salary of \$44,000. Library faculty are evaluated for tenure and promotion on performance of primary duties, research, and professional service. WIU is a comprehensive university enrolling 12,000 undergraduate and graduate students. It is located in Macomb, a rural community of 20,000. With over one million cataloged volumes and large depository collections, the library employs 17 faculty and over 40 support staff in the main library, 4 on-campus branch libraries, and one off-campus library (Moline). Applications: Send cover letter, resume, copies of transcripts, and names, addresses, and telephone numbers of three current references to: Cindy Johnson, University Library, **Western Illinois University**, Macomb, IL 61455-1390. Review of applications will begin May 15, 1998, and continue until an appointment is made. Anticipated starting date is July 1, 1998. WIU is an affirmative action, equal opportunity educator and employer and encourages applications from women, minorities, and persons with disabilities.

**FINANCIAL OFFICER.** University Library Services seeks an innovative and energetic individual with exceptional skills in business and finance to serve as Financial Officer. The incumbent directs business and financial affairs for University Library Services, oversees a \$9.5 million budget, and works with the library Acquisitions Officer to ensure management of the library's acquisitions budget in accordance with university fiscal policy. Administers grants, manages endowment funds, manages billing and accounts receivable for \$600,000 in annual income, manages other central administrative services such as the libraries' reprographics vending program. Reports to Executive Director, University Library Services. Qualifications: Master's degree required. ALA-accredited MLS or a masters degree in business-related discipline preferred. Preferred: Experience in library financial management; knowledge of fiscal, budget, and cash-handling principles; familiarity with online financial systems; working knowledge of financial spreadsheet and database applications; strong analytical skills; strategic and/or business planning experience; excellent oral and written communication skills; ability to work effectively with all levels of library staff and other university personnel; supervisory experience; ability to work independently as well as as part of a team; initiative and creativity; flexibility and the ability to accept and manage change; involvement in professional activities; ability to meet requirements for faculty advancement. Salary: \$34,000 minimum plus generous benefits. Application: Review of applications will begin May 15, 1998. Submit letter of application, resume, and names, addresses, e-mail addresses, and telephone numbers of three references to: John K. Duke, Assistant Director, University Library Services, **Virginia Commonwealth University**, 901 Park Ave., Box 842033, Richmond, VA 23284-2033. Virginia Commonwealth University is an equal opportunity, affirmative action employer. Minorities, women, and persons with disabilities are encouraged to apply. Additional information available from the library's homepage at <http://www.library.vcu.edu>; further information about the university may be found at <http://www.vcu.edu>.

**GOVERNMENT DOCUMENTS LIBRARIAN.** Assistant Professor rank, tenure-track faculty appointment open June 1, 1998. Responsibilities: Effective management of a Federal Depository Library Program (FDLP) collection of more than 300,000 documents (25 per cent selective depository) and a state documents collection of approximately 9,000 documents. Provides in-depth document references service, collection development, stack maintenance, and oversight of documents processing. Participates in Reference Department activities, including reference desk shifts (one night per week and occasional Saturdays required), and library instruction. Required: ALA-accredited MLS and course work and/or related experience in government information and reference services. Basic computer skills; ability to work with all levels of faculty and staff, good written and oral communication skills. Preferred: Second master's degree; practical experience with government information and the FDLP. Advanced computer skills, including knowledge of HTML and database management, spreadsheet, and GIS software. Experience in or knowledge of library instruction. Salary to be determined based on qualifications and experience. Send letter of application, resume, and names, addresses, and telephone numbers of three references, by June 5, 1998, to: Susan M. Ryan, Chair, Search Committee, Campus Unit 8418, **Stetson University**, DeLand, FL 32720. Stetson University is an equal opportunity employer and is strongly committed to increasing the diversity of our faculty and administration.

# JAPANESE STUDIES LIBRARIAN/SPECIALIST

## The University of Kansas Libraries Lawrence, Kansas

The University of Kansas is accepting applications for the position of Japanese Studies Librarian/Specialist; who will serve as the bibliographer and cataloger for Japanese Studies materials, and serve as the liaison to Japanese Studies faculty of the KU Center for East Asian Studies. Responsibilities include collection development management, reference and research services, cataloging, supervising student assistants, and some preservation and conservation work with the libraries' Preservation Librarian.

**REQUIRED QUALIFICATIONS:** Bachelor's or advanced degree in a social science or humanities discipline with an emphasis in Japanese or East Asian Studies; high level of professional competency in written and spoken Japanese and English; strong interpersonal skills to work effectively with colleagues and the research-oriented Japanese Studies community; knowledge of or experience with LC classification, LCSH, AACR2, LCRIs, and MARC formats; commitment to professional involvement; and evidence of initiative and flexibility.

**PREFERRED:** MLS from an ALA-accredited library school; advanced academic work in Japanese studies; experience in an academic or research library, including reference and cataloging services; experience with the OCLC CJK Plus system; understanding of collection development procedures and knowledge of the Japanese publishing industry; familiarity with current technological developments in East Asian Studies sources; familiarity with library Internet applications; ability to work independently in a rapidly changing environment.

The terms and conditions of the appointment (tenure-track or professional staff) will be dependent upon the successful candidate's qualifications. Annual salary range: \$29,000-\$34,000.

To apply, submit a letter of application, resume, copies of graduate transcripts, and names, addresses (including e-mail addresses), and telephone numbers of three references to:

**Sandra K. Gilliland**  
**Assistant to the Dean**  
**The University of Kansas Libraries**  
**Lawrence, KS 66045-2800**  
**e-mail: [sgilliland@mail.lib.ukans.edu](mailto:sgilliland@mail.lib.ukans.edu)**

Copies of the full vacancy announcement are available from the above address. Applications postmarked by **May 29, 1998** will be given first consideration; applications will be accepted until the position is filled. For additional information regarding the University of Kansas, Lawrence Campus, and the University of Kansas Libraries, consult our web site address: <http://www.lib.ukans.edu/>.

*An equal opportunity, affirmative action employer.*

**HEAD OF INFORMATION TECHNOLOGY SERVICES DEPARTMENT.** Texas Tech University Libraries. Responsibilities: The Head of the Information Technology Services Department provides leadership for the planning, development, implementation, maintenance, and evaluation of the libraries' technology efforts, including the infrastructure and operating systems of the network, hardware and software used throughout the library, and the distributed computing environment. Reporting to the Dean of Libraries, this position manages a department of two professionals and 2.5 support staff, supervises the day-to-day operation of the Libraries' systems, and develops technology plans for future growth in coordination with other library department heads, administration, and other campus libraries, as well as Academic Computing Services. Qualifications: ALA-accredited degree is required. Preference will be given to applicants with an additional degree or course work in a computer-related field. Three years experience in libraries. Experience with integrated library systems such as DRA or Innopac; automated cataloging systems such as OCLC or RLIN; coordinating web resources; and PC operating systems. Preference will be given to applicants with experience in systems management in an academic library, experience with a Windows environment, OpenVMS, and network administration. In addition to the required degree and experience, the successful applicant will have highly developed communication skills, excellent interpersonal skills, and a strong service orientation. Strong supervisory skills and demonstrated leadership ability are also needed. Must have ability to work successfully in a team environment. Must demonstrate evidence of problem-solving skills and ability to meet

deadlines. Preference will be given to applicants with management experience. Salary and benefits: Salary range of \$50,000 to \$57,000. Appointment will be in a tenure-track position with rank of Assistant or Associate Librarian. Benefits include choice of retirement programs, including TIAA/CREF; 15 state holidays; developmental leave opportunities; partial moving expenses; and no state or local income tax. General information: Texas Tech University, with an enrollment of over 25,000 students, is one of four major state universities in Texas. A wide range of academic programs is offered in 11 colleges and schools, including law and medicine. Texas Tech is a member of ARL. The university library has over 1.3 million volumes and a budget of over \$8 million for FY 1999. The Lubbock area (pop. 225,000) is the west Texas center for education, agriculture, health care, banking, and business. Additional information about TTU and its libraries is available at <http://www.lib.ttu.edu/>. To apply: Send letter of application, current resume, and names of at least three references with their mail/e-mail addresses, phone numbers, and fax numbers to: E. Dale Cluff, **Texas Tech University** Library, Box 40002, Lubbock, TX 79409-0002. Applications received by June 1, 1998, will be given first consideration. Texas Tech University is an EEO/AA/ADA employer.

**HEAD OF REFERENCE.** East Carolina University. J. Y. Joyner Library seeks an energetic, visionary librarian to lead the Reference Department in providing outstanding service to students, faculty members, and citizens of eastern North Carolina. Responsibilities: Reporting to the Director of Academic Library Services (ALS), the

# DIRECTOR, LIBRARY INFORMATION SYSTEMS

(Re-advertised)

## California State University, Sacramento

The CSUS Director of Library Information Systems guides the planning, design, and development of library-based information and knowledge systems and services; manages the library systems team; provides leadership in identifying, planning, implementing, and evaluating information technologies, including the library's computing infrastructure, operating systems, hardware, and software; participates in cooperative university projects. The Director reports to the Dean of the Library.

**REQUIRED:** ALA-accredited MLS with a concentration in library systems and information technologies; or an advanced degree in computer or information science; a record of progressively responsible experience in the application of information technology in an academic setting. Ability to manage and provide leadership in a rapidly changing environment; excellent interpersonal skills; and the ability to work with faculty, staff, students, and vendors. Demonstrated interest or ability to work with a diverse faculty, student, and staff population; successful experience in staff management and project and operational system management activities; effective verbal and written communication skills; demonstrated understanding of the computing needs of a complex university library; demonstrated understanding of systems analysis and programming, and of the internal workings of the hardware and software involved in complex computer systems.

**PREFERRED:** Record of progressively responsible experience in the application of information technology in an academic library setting; experience in planning, implementing, and managing Novell networks, CD-ROM local area networks, and Innopac integrated library system.

**APPOINTMENT:** 12-month California State University System Management Personnel Plan position.

**SALARY RANGE:** From the mid-\$40s to the high \$50s, with excellent benefits.

**APPLICATION PROCEDURES:** Anticipated start date is July 1, 1998. Applications received by **May 15, 1998** will receive first consideration; position will remain open until filled. Send a current resume and cover letter addressing the qualifications for the position, and the names, addresses, and phone numbers of three professional references to:

**Patricia Larsen**  
**Director and Dean of the Library**  
**The Library**  
**California State University, Sacramento**  
**2000 State University Dr. E.**  
**Sacramento, CA 95819-6039**

For a full position description and vacancy announcement, send a request to [lmjones@csus.edu](mailto:lmjones@csus.edu).

*California State University, Sacramento is an affirmative action, equal opportunity employer.*

Head of Reference will work with faculty and staff within the department and the whole library to plan, develop, and deliver a full range of traditional and innovative products and services. The successful candidate will manage a heavily used reference desk, oversee training and professional development of nine FTE librarians and three FTE staff members, undertake regular reference and collection development duties, lead the department in providing effective instruction, and participate in the development of a systematic program to promote campuswide information literacy. The individual will be expected to facilitate the use of emerging technologies to expand services. As a member of the library's management team, the Head of Reference helps guide the organization in its mission of service. Qualifications: Required: Master's degree in library or information science from an ALA-accredited institution; at least five years of reference experience in an academic library and two years of supervisory experience; facility with traditional and electronic reference materials; outstanding leadership, supervisory, and communication skills; flexibility in adapting to change; and a strong commitment to public service. The successful candidate should have the ability to achieve tenure through effective job performance, scholarly publication, and service activities. Highly desired: Second master's degree, reading knowledge of at least one foreign language, and experience in developing web-based services. East Carolina University has over 17,800 students in its College of Arts and Sciences and ten professional schools. It is a constituent institution of the University of North Carolina System. Academic Library Services provides library and

information services through two libraries, Joyner Library and the Music Library. ALS participates in NC LIVE, a cooperative statewide network of databases that will greatly expand access to information through libraries of all kinds. 12-month tenure-track faculty position. Minimum salary \$40,000. The position will be available August 1, 1998. Screening of applications will begin June 15, 1998, and continue until the position is filled. Send letter of application, resume, copies of all transcripts, and three current letters of reference to: Search Committee, Head of Reference, Becky Foster, Processing Assistant, Joyner Library, **East Carolina University**, Greenville, NC 27858-4353. Preliminary interviews at the 1998 ALA Annual Conference may be arranged by contacting Becky Foster. More information about Joyner Library may be viewed at our web site: <http://www.lib.ecu.edu>. Official transcripts from each college or university attended will be required prior to a written offer of employment. An equal opportunity, affirmative action employer. We accommodate individuals with disabilities. Applicants must comply with the Immigration Reform and Control Act.

**LIBRARIAN, ELECTRONIC RESOURCES.** Self-motivated, enthusiastic leader wanted: Provides technological vision for library; serves as campus coordinator for WWW development; responsible for overall implementation, supervision, and basic troubleshooting of hardware, software, and electronic resources in collaboration with others. Required: ALA-accredited MLS or equivalent, experience with Windows NT/95/3.11, MS7DOS, advanced WWW development/



REGENT  
UNIVERSITY®

VIRGINIA BEACH, VIRGINIA

## REFERENCE/BUSINESS LIBRARIAN

Regent University Library seeks an energetic, creative, and service-oriented librarian to join its library faculty team. Responsibilities: provides reference services to faculty and students; serves as library liaison to the School of Business; promotes and provides course-related instruction in information resources and research strategies; develops instructional materials and provides source information on the Web; participation in collection development.

**QUALIFICATIONS:** ALA-accredited MLS, and academic library reference and teaching experience required; current knowledge of emerging information technologies and their application to reference services; familiarity with wide range of print and electronic resources in business and related fields; an undergraduate business major or a master's degree in business preferred; excellent interpersonal and written communication skills.

**APPOINTMENT/SALARY:** Ten-and-one-half month faculty appointment with rank of Assistant or Associate Librarian: salary range \$30,000-\$40,000 per year, commensurate with experience and qualifications.

Founded in 1977, Regent University is a Christian, graduate-only institution offering master's and doctoral degrees in business, education, counseling, divinity, communication, organizational leadership, government, and law. Eight degrees are also offered through Distance Education. For further information, please visit our home page at <http://www.regent.edu/>.

Regent University is an equal opportunity employer committed to providing education from a Christian perspective. Application deadline is June 15, 1998. Review of application begins immediately. Send letter of application, vitae, a statement of Christian faith and three references to: **Albert C. Liu, Associate Dean, Regent University Library, 1000 Regent University Drive, Virginia Beach, Virginia 23464-9800.**

programming. Desired: Second master's, cataloging experience/training. Send resume and three references, no later than June 1, 1998, to: Search Committee, Reed Library, **SUNY College at Fredonia**, Fredonia, NY 14063. Salary: Low to mid \$30s. Additional information: <http://www.fredonia.edu/library>. SUNY Fredonia is an affirmative action, equal opportunity employer. Women and minorities are strongly encouraged to apply.

**LIBRARY—COORDINATOR OF PUBLIC SERVICES.** To coordinate and supervise public service areas, including: Reference, Library Instruction, Interlibrary Loan, and Circulation; develop policies and procedures; participate in general reference service, library instruction program, collection development program with faculty liaisons, and training for public services staff. Includes one evening weekly and weekend rotation. Required: MLS from ALA-accredited program;

demonstrated training and supervisory skills; experience with current and emerging technologies; minimum three years experience in public services area(s), including at least one year in supervisory role. Qualified applicants must submit letter of interest (include e-mail address if applicable), resume, and names, addresses, and telephone numbers of at least three work references to: Human Resources A-117, **Missouri Western State College**, 4525 Downs Dr., St. Joseph, MO 64507; e-mail: [employee@griffon.mwsc.edu](mailto:employee@griffon.mwsc.edu). Applications reviewed as received until filled. EEO/AA.

**LIBRARY SYSTEMS COORDINATOR.** Cleveland State University invites applications for the position of Library Systems Coordinator for an innovative program focusing on information technologies to facilitate the learning, teaching, and research efforts of the university's students and faculty. The Library Systems Coordinator manages all

library systems by planning and implementing systems projects, overseeing the installation and maintenance of equipment and software, recommending for purchase equipment and software, and engaging in long-range planning. Reporting to the Deputy Director, the position supervises one full-time assistant, two part-time assistants, and coordinates teams engaged in systems support. Minimum qualifications: Bachelor's degree in computer-related field (or bachelor's degree in another field and significant experience); demonstrated experience in project planning, installation, and implementation; demonstrated experience with integrated library systems; working knowledge of Windows 95, LANs, CD-ROMs, and Internet/web technology; technical knowledge of UNIX-based computing; strong interpersonal and communication skills. Preferred qualifications: MSLS or equivalent from an ALA-accredited program or master's degree in computer-related field. Experience working in a university or library environment. Salary range: Commensurate with experience. Excellent benefits. Candidates with an MSLS will be appointed to a librarian rank; others to the professional staff. Start date: July 1, 1998. Application deadline: May 18, 1998. Send cover letter, full resume, and names, addresses, and phone numbers of three references to: Lynette Johnson, **Cleveland State University**, Rm. 501, Cleveland, OH 44115. For further information call (216) 523-7326 or visit the library web site at <http://www.ulib.csuohio.edu/>. Cleveland State University is an AA/EOE committed to nondiscrimination. M/F/D/V encouraged.

**MEDIA CENTER COORDINATOR.** Hiram College Library. Hiram College, located in the Western Reserve region of northeast Ohio, is a private, four-year liberal arts institution committed to academic excellence. The Hiram College Library invites applications for the position of Media Center Coordinator. Responsibilities include coordination of all audiovisual services for the Hiram College campus; management and operation of the Media Center, including supervision of one full-time employee and up to 20 student employees; coordination of the video production program; reference service for the Media Center, and general reference services for the library; teaching Technology for Pre-Service Teachers (one-credit-hour course); liaison to the Education Department, involving bibliographic instruction and collection development. Applicants must have an M.Ed. or ALA-accredited MLS with two years of media experience including knowledge of video distribution and satellite reception and transmission, and knowledge of copyright laws for media use. It is essential that candidates demonstrate strong interpersonal, communication, and computer application skills. Individuals with teaching certification, supervisory experience, video production experience, darkroom training, and/or a background in music are encouraged to apply. Salary is competitive and benefits are excellent. Interested applicants should submit a letter of introduction, resume, and three references to: Jeff Wanser, Acting Director, **Hiram College** Library, 11694 Hayden St., Hiram, OH 44234. Review of applications will begin immediately and continue until the position is filled. Hiram College is an equal opportunity employer committed to excellence through diversity. <http://library.hiram.edu>.

**PRINCIPAL CATALOG LIBRARIAN.** The Principal Cataloger will coordinate original and copy cataloging efforts for the Appalachian State University Library, including: Supervision and training of four copy catalogers and one government documents assistant; coordination of authority control and bibliographic maintenance; and planning of special projects and bibliographic database enhancements in a university consortium environment. The Principal Cataloger will participate in original cataloging in all formats, such as monographs, serials, nonprint materials, and kits for the Instructional Materials Center, and will train and coordinate the other faculty in the catalog unit. The cataloging function is part of the Materials Processing Team, which also includes serials, acquisitions, and material preparation functions. Library faculty are expected to take leadership roles within the library and university and to participate in professional service and scholarship. The Principal Cataloger serves on the Information Organization Team and on the WNCLN Network Bibliographic Committee, and may serve on other teams as well. Requirements: Substantial experience as a cataloger in an academic library, including experience with original cataloging and database management. Ability to manage change and work in a team environment. Working knowledge of: MARC formats and AACR2; Library of Congress and Dewey decimal classification schemes; automated bibliographic control systems; and online library systems. Commitment to enhancing the online public access catalog through new and imaginative ways of providing information and to staying abreast of current trends in technical services. Master's Degree from ALA-accredited school. Must have excellent written and oral communication skills and strong service orientation. Commitment to professional service and scholarship. Preferred: Experience in supervising and coordinating cataloging staff members; second advanced degree strongly preferred; experience or training in working in a multicultural environment; and

experience in working with the Innovative Interfaces system. Appalachian State University is located in western North Carolina, in the historic college town of Boone, nestled in the beautiful Blue Ridge Mountains. Appalachian has a student enrollment of 12,100 students and offers undergraduate and graduate degrees in more than 190 majors. It is a part of the University of North Carolina System. Library holdings include more than 713,000 books and bound periodicals, about 6,000 current periodical, newspaper, and serial titles, and almost 1.4 million microforms. Appalachian is a member of SOLINET and the Western North Carolina Library Network, a consortium of three state universities sharing an Innovative Interfaces, Inc., system, document delivery by van, and an UnCover gateway. The position is tenure-track and is available July 1, 1998. For appointment at the rank of Assistant Professor or higher, a second advanced degree is required. Salary and rank are commensurate with qualifications; minimum salary for appointment to the rank of Instructor is \$32,000. Send letter of application, curriculum vitae, and the names, addresses, and telephone numbers of three references to: Mary Reichel, University Librarian, Belk Library, **Appalachian State University**, Boone, NC 28608. Completed applications must be received by May 29, 1998. Appalachian is an affirmative action, equal opportunity employer, and is committed to hiring women and minorities.

**REFERENCE ELECTRONIC SERVICES.** Schreiner College seeks full-time, tenure-track librarian to provide a variety of reference service and BI in a team environment. ALA-accredited MLS required. Instructor rank; nine months, summer negotiable. Salary \$24,500-\$27,000. Position begins August 16, 1998. Please send letter, resume, and names of three professional references to: Donna Beck, Personnel Coordinator, **Schreiner College**, 2100 Memorial Blvd., Kerrville, TX 78028; e-mail: [dbeck@schreiner.edu](mailto:dbeck@schreiner.edu); (830) 792-7375. Screening begins April 15, 1998 and will continue until position is filled. EEO.

**REFERENCE LIBRARIAN.** Bowling Green State University is seeking innovative and dynamic applicants for a tenure-track faculty reference librarian position. Primary responsibilities include providing reference service, including evenings and weekends; developing library instructional tools both online and in print; and providing library user education to assigned academic departments. Required qualifications include an ALA-accredited MLS, broad academic background and/or experience including the social sciences and the humanities, knowledge/background in electronic reference; and a strong commitment to serving diverse communities. Preferred qualifications include library experience, strong interpersonal skills, instructional experience, and proficiency with electronic resources. Assistant Professor. Service and research required to attain tenure and promotion. Qualified applicants must have proof of legal authority to work in the U.S. Salary competitive, dependent on related experience. The anticipated starting date is September 1, 1998. BGSU is an AA/EEO employer and encourages applications from women, minorities, veterans, and persons with disabilities. Mail letter of application, current curriculum vitae, and the names, phone numbers, and addresses of three current references to: Beverly J. Stearns, Office of the Dean, 204 Jerome Library, **Bowling Green State University**, Bowling Green, OH 43403. Applications postmarked by June 15, 1998, will receive full consideration.

**REFERENCE LIBRARIAN.** John Carter Brown Library at Brown University. The John Carter Brown Library, an independently funded and administered center for advanced research in the humanities at Brown University, is searching for a Reference Librarian. Duties include supervision of the Reading Room and assistance to researchers in making optimum use of the library's collection, which is focused on the history of the Americas, North and South, before circa 1825. Other duties include responses to reference queries; selection and acquisition of rare books; research for and preparation of exhibitions at the library; and various other public and reader services. Qualifications: Candidates must have an accredited MLS or equivalent experience; proficiency in a modern Romance language, preferably Spanish; an advanced degree in a subject area pertaining to the library's collection; and one to three years professional experience in rare books or special collections in a university or research library. Salary range: \$29,000-\$33,000, based on experience. Send letter of application, resume, and names and addresses of three references to: Department of Human Resources, **Brown University**, Box 1879/B00313, Providence, RI 02912. Brown University is an equal opportunity, affirmative action employer.

**REFERENCE LIBRARIAN.** The library at the Vancouver branch of the Washington State University is seeking an enthusiastic librarian to join a growing library committed to playing an integral role in the academic initiatives of the branch campus. Creativity, initiative, and a willingness to reach beyond the boundaries of the traditional library are highly valued. The position is a full-time, tenure-track, 12-month



faculty appointment. Salary and rank are commensurate with qualifications and experience. The appointment is effective August 1, 1998, or as soon as a candidate is selected. Minimum qualifications: ALA-accredited MLS; demonstrated competence in the use of information and telecommunications technologies; working knowledge of traditional and electronic resources (including Internet/WWW, and electronic indexes); evidence of a strong service orientation; commitment to professional development; excellent oral and written communication skills. Preferred qualifications: Educational or working background in the sciences and/or engineering; bibliographic instruction experience; reference experience; knowledge of web page creation and maintenance; experience working in circulation. Responsibilities include: Providing reference services; user instruction in electronic and traditional classrooms; collection development; developing traditional and nontraditional library services in the sciences and/or engineering; faculty liaison in the sciences and/or engineering; active participation in national and regional professional organizations; scholarly publication; and university service, including campus committee work. Salary: Commensurate with qualifications and experience. Benefits: TIAA/CREF, broad insurance program, 22 days per year vacation, 12 days per year sick leave. Send letter of application, resume, and names of three references by May 29, 1998, to: Karen Diller, Assistant Campus Librarian, **Washington State University Vancouver**, 14204 NE Salmon Creek Ave., Vancouver, WA 98686. Application review will take place on both the Vancouver and Pullman campuses. Washington State University is an EO/AA education and employer. Protected group members are encouraged to apply.

**REFERENCE LIBRARIAN.** University of Georgia Libraries. Reference Librarians are primarily responsible for assisting students, faculty, staff, and others in making effective use of library resources, including government documents. To achieve this goal, reference librarians develop strong relationships with faculty and students by providing assistance with searching the online catalog, GALILEO (a statewide information system), CD-ROM products, and other electronic resources; identifying unmet research needs; and developing web-based resources and other guides. In addition, each reference librarian contributes to the development of the reference collection through selection and weeding. While most work will be performed in the Main Library, some reference work may also be undertaken in the Science Library. The Reference Department is composed of 14 librarians and eight support staff in the Main and Science Libraries. Reference librarians report to the Head of the Reference Department. Qualifications: ALA-accredited MLS; working knowledge of basic electronic and print reference sources; advanced reference courses in the social sciences or humanities, or relevant experience; experience in creating web pages, databases, or in using mark-up languages, such as SGML and HTML; ability to instruct users effectively both individually and in the classroom setting; experience with computer database and Internet searching; knowledge of instructional technologies; commitment to students, faculty and staff research and teaching; effective oral and written communication skills; ability to establish and maintain effective working relationships; working knowledge of a second language preferred; undergraduate degree in the social sciences or humanities preferred. Benefits: Standard benefits package includes life, health, and disability insurance and mandatory participation in the state or optional retirement system, and 21 days annual leave, plus 12 paid holidays. Salary minimum: \$28,500, commensurate with experience. For further information on the campus and the community, visit the University of Georgia's web site (<http://www.uga.edu/>). Application procedure: Send letter of application addressing all qualifications with a resume and the names, addresses and phone numbers of three references, by June 12, 1998, to: Florence E. King, Assistant University Librarian for Human Resources, **University of Georgia Libraries**, Athens, GA 30602-1641; (706) 542-0626. This position will be filled only if suitable applicants are found. An equal opportunity, affirmative action institution.

**REFERENCE/LIBRARY INSTRUCTION LIBRARIAN.** Lydia Olson Library at Northern Michigan University seeks applicants for a Reference/Library Instruction Librarian. This librarian gives direct assistance to users seeking information, instructs patrons in the use of library resources, and helps facilitate access to information in a variety of formats. This librarian also coordinates and provides leadership for the library orientation and instruction program. Qualifications: MLS from an ALA-accredited library school; minimum two years full-time experience in an academic (college- or university-affiliated) library—this experience should be in reference and library instruction; demonstrated teaching ability and experience in a formal classroom setting; an appreciation for and demonstrated commitment to library and information instruction as evidenced by education, experience, and/or professional activities; ability to coordinate and provide leadership for a library and information instruction program; effective written and oral communication skills; ability to work cooperatively in a collegial environment. Preferred qualifications: Experience coordinating a library instruction program in an academic library; a second post-baccalaureate degree; willingness to share chocolate. Tenure-track, Assistant Professor; salary is competitive and commensurate with experience. Send letter of application with resume, copies of transcripts, and the names, addresses, and phone numbers of three references to: Search Committee, Olson Library, **Northern Michigan University**, 1401 Presque Isle Ave., Marquette, MI 49855. Letters of application must address applicant's qualifications and experience with respect to this position. Applicant review begins June 1, 1998, and continues until the position is filled. NMU is an AA/EOE.

**RESOURCE SERVICES LIBRARIAN, ART HISTORY, CLASSICS, AND PHILOSOPHY.** The mission of the Resource Services Department is to deliver the full range of reference, instructional, and collection development services to the Hopkins community. Resource Services librarians are subject specialists, each of whom is responsible for building strong, client-centered relationships with the faculty and students in the handful of disciplines he or she serves. The Eisenhower Library's commitment to working as a valued partner in the academic enterprise is being felt in four key ways: a concentration on designing services which respond to user feedback; a commitment to enable faculty, students, and staff to master the new information environment; a focused effort toward creating the digital library of the future; and major remodeling and programmatic re-orientation of the library's public service spaces. The Eisenhower Library prizes initiative, creativity, professionalism, and teamwork. Responsibilities include the ability to understand and facilitate the work of the Art History, Classics, and Philosophy departments, and cultivate and maintain close working relationships with the members of those departments; select traditional and electronic resources for the collection in assigned subject areas and manage related budgets; develop web-based resources in assigned subject areas; provide a variety of general reference, research consultation, and instructional services to the academic community. This position requires an MLS from an ALA-accredited library school; advanced degree or equivalent experience in Art History preferred. Commitment to quality, client-centered services; ability to conduct seminars and instructional programs in the use of the library and its resources; knowledge of the Internet and World Wide Web; two or more years experience in collection development and/or reference in a research library; reading knowledge of two European languages, particularly French and German, highly desirable; willingness to work a flexible schedule, including some evenings and weekends, as part of a team. For more information on the library, please contact our web site at: <http://milton.mse.jhu.edu:8001/libinfo.html>. Starting salary range is \$33,700-\$43,000, including excellent benefits and tuition remission. Please send letter of application, resume, and three letters of reference indicating Job #S97-6669, by May 29, 1998, to: **Johns Hopkins University**, Homewood Human Resources, Milton S. Eisenhower Library, 119 Garland Hall, 3400 N. Charles St., Baltimore, MD 21218. AA/EOE, smoke and drug free.

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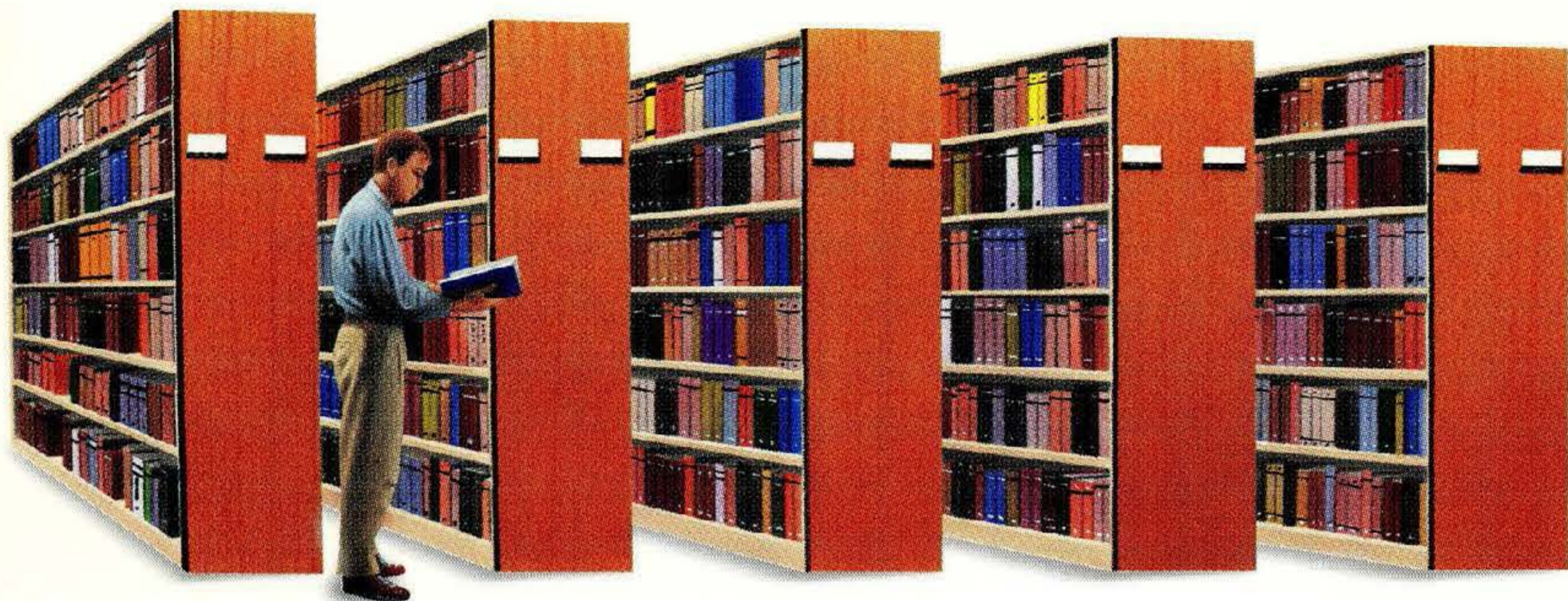
## Late Job Listings

**LIBRARIAN FOR THE COLLEGE OF ARTS AND SCIENCES.** **Western Washington University** seeks a librarian for the College of Arts and Sciences for instruction, interdisciplinary collection development and reference service. Located between Seattle, Washington, and Vancouver, British Columbia, the university, with a student population of over 10,000, is organized into six undergraduate colleges and a graduate school. Required qualifications: MLS at time of application; two years professional academic library or college teaching experience; expertise with software and information technology related to development and delivery of library instruction and service. Desirable qualifications: Advanced degree in the physical or social sciences; evidence

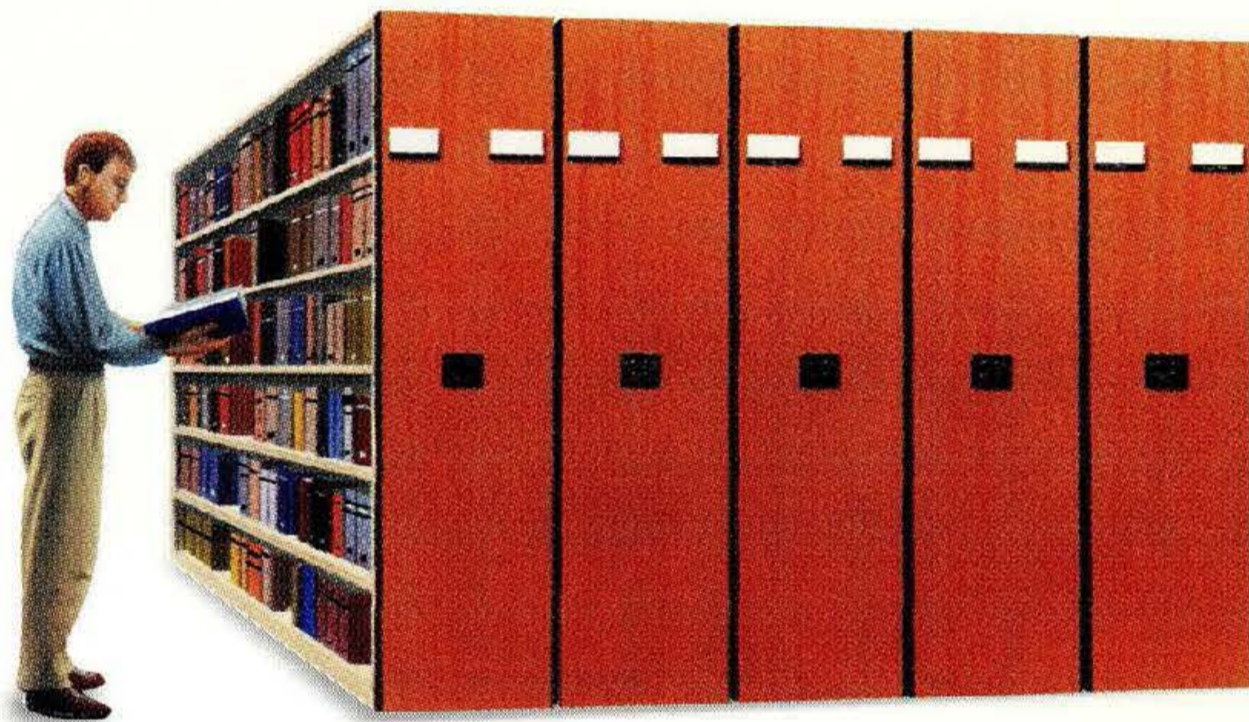
of scholarship. Assistant Professor, tenure-track position. Compensation depends on qualifications. For a position description and further information, contact Jeanne Armstrong, (360) 650-7667 or [jeannea@cc.wvu.edu](mailto:jeannea@cc.wvu.edu). Applications accepted until the position is filled. Applications received before June 1, 1998, will be assured a review. WWU is an AA/EEO employer. To request disability accommodation: Voice: (360) 650-3306; TTY: (360) 650-7607.

**REFERENCE LIBRARIAN.** The College at Oneonta invites applications for the position of Reference Librarian (12 month, tenure track). SUNY-Oneonta, a four-year arts and sciences college with a preprofessional focus, offers liberal arts and professional programs at undergraduate and master's levels. The campus, with 5500 students and 240 full-time faculty, is located in the scenic Catskills, three and one half hours from New York City. The library has a collection of more than 500,000 volumes and serves as a federal and state depository. See the Oneonta home page for additional information (<http://www.oneonta.edu>). Duties: Work in a collegial atmosphere in a six member, service-oriented reference department which provides direct assistance to users and instruction in a classroom setting, Will be involved in other activities of the department including producing handouts, instruction guides, and/or Web pages. Participates in night / weekend reference desk schedule. Qualifications: ALA-accredited MLS, commitment to student learning, ability to work effectively with other library faculty, as well as to work independently; excellent oral and written communication skills are required. Experience in reference service in an academic library, demonstrated teaching ability in an electronic learning environment; experience with electronic information sources and Internet search engines are preferred. Also, an understanding of the mission and goals of academic libraries and a commitment to being a member of the college's faculty. Applications: Send resume, names, addresses, and telephone numbers of three references to: Elaine L. Downing, Chair, Personnel Committee, Milne Library, Box CR, **SUNY Oneonta**, Oneonta, NY 13820. Review of applications to begin immediately and continue until position is filled. Salary low-thirties. SUNY-Oneonta is an EEO/AA employer. Women and minorities are encouraged to apply.

**HEAD, LEARNING RESOURCES DIVISION, BIOMEDICAL LIBRARY.** UCLA Library. Under the general direction of the Associate Biomedical Librarian, the Head of the Learning Resources Division plans, manages, and supervises the divisional services, activities, and personnel. Administers and selects the multimedia, computing, and networking resources used within the IMF and Biomedical Library's LAN in consultation with the health professional schools and with the UCLA Library's Library Information Systems/Technical Support Unit. Supervises 2 FTE programmers, 1 FTE computer resource specialist, and approximately 4 FTE student assistants. Allocates, justifies, and monitors the budget for the IMF, including hardware, software, and student personnel. Represents the Biomedical Library to faculty and other interested groups. Serves on campus groups that focus on instructional use of technology. Participates as a division head in Biomedical Library-wide planning. Qualifications: Minimum qualifications: Three - five years work experience in library systems or computer and networking operations in a complex environment; supervisory experience; ability to lead and collaborate; strong technical skills associated with microcomputer hardware and software, LAN (NT and Novell operating systems) and Internet protocols; effective communication skills; excellent analytical and problem-solving skills; ability to communicate complex technical information to non-technical audiences; excellent interpersonal skills. Preferred qualifications: Knowledge and experience in faculty use of instructional technology. Knowledge of health professions education. Experience in educational evaluation, including computer-based testing and outcomes assessment. Familiarity with Internet resources used in health sciences education. Experience in a health sciences library. Salary Range: \$38,688 - \$65,472 . Anyone wishing to be considered for this position should write to Dr. Rita A. Scherrei, Associate University Librarian for Personnel and Administrative Services, University Research Library, **UCLA**, 11334 URL, Box 951575, Los Angeles, California 90095-1575. The application letter should include a complete statement of qualifications, a full resume of education and relevant experience, and the names and addresses of at least three persons who are knowledgeable about the applicant's qualifications for this position. Candidates applying by June 15, 1998 will be given first consideration.



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# Raising The Bar

*And measuring our customers' satisfaction is how we keep score.*

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*Cece Yourshaw, Director of Quality Systems, VTLS Inc.*



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1701 Kraft Drive, Blacksburg, VA 24060-6350 U.S.A.  
TEL: 1-800-468-8857 / URL: [www.vtls.com](http://www.vtls.com)

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