

**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 \$10.85 per line for institutions that are ACRL members, \$12.95 for others. Late job notices are \$24.95 per line for institutions that are ACRL members, \$30.45 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$500 to \$925 based upon size. Please call for sizes and rates. Or see our Web site: <http://www.ala.org/acrl/>.

**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 dis-

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

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

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

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

## POSITIONS OPEN

**ACADEMIC LIBRARIAN.** Gustavus Adolphus College seeks candidates for the position of Academic Librarian, a nine-month, tenure-track appointment at the Assistant Professor or Instructor level, to begin September 1, 2004. The Academic Librarian will provide leadership in the planning, implementation, staff training, and evaluation of the integrated library system and will serve as liaison with campus and external computing providers. All librarians participate in reference, instruction, collection development, and the collegial management of the library. We seek candidates who have an ALA-accredited MLS, experience with integrated library systems, and an enthusiasm for applying technology in an academic library setting. The Academic Librarian must have a commitment to teaching, outstanding interpersonal, oral, and written communication skills, and a willingness to take an active leadership role in library governance. To Apply: Send letter of application, curriculum vitae, statements of teaching philosophy and research interests, and three professional references to: Daniel Molner, Library Chair, Folke Bernadotte Memorial Library, Gustavus Adolphus College, St. Peter, MN 56082. Web: [www.gustavus.edu/online/humanresources/index.cfm](http://www.gustavus.edu/online/humanresources/index.cfm). Review of applications will begin November 15, 2003, and continue until the position is filled. Equal opportunity employer.

**ARCHIVIST, PIERRE DAURA CENTER.** Georgia Museum of Art, University of Georgia. Part-time position, salary commensurate with experience. Archivist will assist the Pierre Daura Curator of European Art; maintain, catalogue, arrange, and help expand Daura archives; assist with maintaining a Web site on the Daura Center; input records into existing database; scan collection material; and perform clerical duties. Will be trained in art handling. Qualifications: Reading proficiency in either French or Spanish with demonstrable skills in the other; art history coursework required; completion of basic archives course at the graduate level or prior work experience in archival or special collections; word processing and experience with computer databases necessary. Museum experience and an MLS degree preferred. Applications will be reviewed until position is filled. Send letter of application, curriculum vitae, names, contact addresses, and phone numbers of three references, and transcripts to: Julie Feldman, Deputy Director, Georgia Museum of Art, University of Georgia, 90 Carlton Street, Athens, GA 30602. No faxes or e-mails accepted. University of Georgia is an affirmative action, equal opportunity employer.

**ASSOCIATE DEAN, RESEARCH AND INFORMATION SYSTEMS.** University Libraries (UL) at Bowling Green State University (BGSU), Ohio, invite applications and nominations for the position of Associate Dean for Research and Information Systems. BGSU serves 20,000 students and is a founding and active member of OhioLINK. Reporting to the Dean and a member of the Dean's Management Advisory Group, the Associate Dean fills a key role in accomplishing the mission and strategic directions of the UL. Responsibilities include, but are not

## Salary guide

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

Connecticut	\$39,148
Delaware	\$22,500**
Illinois	\$30,096*
Indiana	varies*
Iowa	\$23,911
Louisiana	\$26,000
Maine	varies*
Massachusetts	\$31,362*
New Jersey	\$36,503
North Carolina	\$27,641**
Ohio	\$25,198**
Pennsylvania	\$30,249*
Rhode Island	\$29,800
South Carolina	varies*
South Dakota	\$22,000
Texas	\$33,000
Vermont	\$26,464
West Virginia	\$22,000
Wisconsin	\$32,700

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

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

limited to: oversight and direction for information systems; research and data analysis; staff development and training; digital and related initiatives; grant writing; and OhioLINK initiatives. Minimum Qualifications: ALA-accredited master's degree in library and information science; scholarly achievement commensurate with appointment as tenured associate or full professor; information technology background, including systems and network applications; digital initiatives in an academic library; staff development and training; collaborative and participatory decision making;

# Cornell University Library

Cornell University is located in scenic Ithaca in the Finger Lakes region of upstate New York. The town and university offer a unique cosmopolitan and international atmosphere in a beautiful natural setting of waterfalls, gorges, and lakes. Cornell University Library is a leading academic research library with outstanding collections, service and instructional programs, and a leader in digital library applications. The library constitutes a major university resource for learning, teaching and research, and serves a faculty of 1,600 and a student body of approximately 19,000. It holds a distinctive collection of over 7 million volumes in 19 libraries and has a budget of over \$30 million. Supporting this operation are over 200 librarians, archivists and other professional staff, 300 library assistants, and 150 FTE student employees.

## METADATA LIBRARIAN - MANN LIBRARY

As one of three metadata librarians in Mann Library's Technical Services Division, the incumbent will track developments in metadata standards as well as recommend and design appropriate metadata schema (e.g., DC, MARC, TEI) to facilitate access to electronic resources. Actively participates in the library's research and development efforts and in local and national discussions relating to the access, retrieval, and management of objects in digital library systems. Responsible for organizing access to networked information resources using traditional and emerging metadata schema. **Qualifications:** Required: MLS or equivalent graduate degree; demonstrated interest in the issues and standards related to metadata, cataloging, and information retrieval. Excellent communication and analytical skills, including the ability to work within a team setting. Interest in professional development activities such as research and involvement in professional organizations. Desired qualifications include: working knowledge of cataloging principles and tools and previous experience using metadata schemas, crosswalks, XML DTDs, and controlled vocabularies. Professional experience in an academic or special library; working knowledge of one or more foreign languages, and a background or interest in agriculture, the life sciences, or related social sciences.

## BIOINFORMATICS/LIFE SCIENCES LIBRARIAN MANN LIBRARY

As a member of the Public Services Division within Mann Library, the incumbent will work closely with colleagues and researchers to develop the virtual library in support of life sciences research and learning. This specialist will take the lead in the creation of innovative services for the life sciences audiences ([www.genomics.cornell.edu](http://www.genomics.cornell.edu)). Also provides quality reference service, one-on-one consulting, and instruction in information management. **Qualifications:** Required: MLS or other relevant graduate degree. Demonstrated interest in, and desire to develop expertise in bioinformatics. Strong communication, interpersonal, and presentation skills, and commitment to professional development. Preferred: subject knowledge or work experience in agriculture or life sciences. Desired qualifications include familiarity with computational tools and techniques for data management and manipulation especially in the life sciences.

Salary and rank for all library appointments are dependent on qualifications and experience. These positions receive full benefits, including 22 vacation days, 11 paid holidays, health insurance, life insurance, and university retirement contributions.

To apply for these positions please go to: <http://www.ohr.cornell.edu/jobs/> and follow the instructions for online submission including a cover letter, resume, and the names and contact information for three references.



For further information you can contact Susan Markowitz, Director of Library Human Resources, 201 Olin Library, Cornell University, Ithaca, NY 14853.

*Cornell University is an equal opportunity, affirmative action employer and educator.*

[www.cornell.edu/jobs](http://www.cornell.edu/jobs)  
<http://chronicle.com/jobs/profiles/2377.htm>

excellent verbal, written, and interpersonal skills; strategic and operational planning; and grant process familiarity. Preferred Qualifications: Second advanced degree or Ph.D.; demonstrated leadership; development of relationships within a broad consortium; and successful grant funding. Salary competitive and commensurate with peer institution libraries for rank and position in keeping with candidate's experience and credentials. For detailed information, visit: <http://www.bgsu.edu/colleges/library/admin/jobs.html>. BGSU is an affirmative action, equal opportunity institution. Preferred start date no later than July 2004. Applications postmarked by October 15, 2003, will receive first consideration. All applicants will receive full and fair consideration until position filled. Electronic and fax applications also accepted. Submit letter of application, curriculum vitae, and names, addresses, and contact information of at least three professional references to: Search Committee, c/o Beverly Stearns, Administrative Office, 204 William T. Jerome Library, Bowling Green State University, Bowling Green, OH 43403; e-mail: [bstearn@bgnet.bgsu.edu](mailto:bstearn@bgnet.bgsu.edu); fax: (419) 372-7996.

**BUSINESS ELECTRONIC SERVICES AND REFERENCE LIBRARIAN.** Columbia University Libraries seeks a librarian to evaluate and support electronic resource collections, provide in-depth reference service (desk and virtual), conduct research instruction, manage the

Web site, and oversee database software and hardware for the Watson Library of Business and Economics. The library delivers electronic information and reference services to the Columbia Business School, one of the nation's leading and largest graduate business programs located in the country's financial center, and the Columbia University Department of Economics. Reporting to the Business Librarian, the incumbent will be a primary contact for faculty and students; develop and maintain research guides; act as liaison to the Library Systems Office and the computing departments of relevant academic departments or schools; and participate as a member of a team that plans and develops collections and services. The position provides an opportunity to participate in digital course support and other virtual library services in a fast-paced, dynamic academic environment. For more information about the qualification requirements and the Watson Library of Business and Economics, please visit our Web site at: <http://www.columbia.edu/cu/web/services/jobs/70104001.soc.html>. Send letter of application, résumé, and names, addresses, and phone numbers of three references via e-mail to: [libjobs2@columbia.edu](mailto:libjobs2@columbia.edu). You may also mail your application to: Human Resources Office, Box 18, Butler Library, Columbia University, 535 West 114th Street, New York, NY 10027. Cover letter must specify Job #JL70104001. This position is available immediately, and applications will be accepted until position is filled. However, applications received

# Instruction Coordinator

**Lafayette College** seeks an innovative, energetic librarian to join its public services staff and coordinate its information literacy and instruction program. Responsibilities include developing and promoting information literacy initiatives, including library-sponsored information literacy grants; coordinating instruction efforts among library staff; teaching information literacy and research skills; and providing reference service in all curricular areas.

Qualifications: ALA accredited MLS or the equivalent; strong academic background; strong teaching skills; knowledge of pedagogical methods and issues; ability to interact and communicate effectively with faculty and students; knowledge of a wide range of electronic and print information resources; facility with current and emerging library technologies and applications; ability to work productively in a collegial environment; initiative, flexibility, and commitment to service.

Salary: Minimum \$40,000. Excellent benefits, including TIAA-CREF, 22 vacation days tuition benefits, and generous support for travel to professional meetings.

Lafayette College is a highly selective undergraduate institution located in Easton, Pennsylvania, about 70 miles west of New York City and 60 miles north of Philadelphia.

Qualified individuals should send a letter of application, resume, and a list of at least three references (with phone numbers and email addresses) to:

**Chair, Search Committee**  
**c/o Director of Libraries & Academic Information Resources**  
**David Bishop Skillman Library**  
**Lafayette College**  
**Easton, PA 18042-1797**

Review of applications will begin immediately and will continue until the position is filled. The College is an equal opportunity employer and encourages applications from women and minorities.

# LAFAYETTE

**A NATIONAL REPUTATION FOR ACADEMIC EXCELLENCE**

**Outreach Librarian  
Business Librarian  
Psychology/Education Librarian**

**Outreach Librarian**

DEPARTMENT: Reference and Instructional Services

EFFECTIVE DATE OF APPOINTMENT: January 5, 2004 (a 12-month, tenure-track position)

RANK: Senior Assistant Librarian

SALARY: Minimum salary of \$4,175 per month and an excellent benefits package. Salary is dependent upon qualifications and experience.

RESPONSIBILITIES: The California State University-Northridge Library is seeking an energetic, enthusiastic, and technologically knowledgeable librarian to serve as the library's specialist in promoting library outreach to and partnership with specialized users/groups, as appropriate to university initiatives.

APPLICATION DEADLINE: Screening to begin September 2, 2003, but preference will be given to applications received by October 1, 2003.

**Business Librarian**

DEPARTMENT: Reference and Instructional Services

EFFECTIVE DATE OF APPOINTMENT: January 31, 2004 (a 12-month, tenure-track position)

RANK: Senior Assistant Librarian

SALARY: Minimum salary of \$4,175 per month and an excellent benefits package. Salary is dependent upon qualifications and experience.

RESPONSIBILITIES: The California State University-Northridge Library is seeking an energetic, enthusiastic, and technologically knowledgeable librarian to assist in carrying out the library's service program in the fields of business and economics.

APPLICATION DEADLINE: Screening to begin October 6, 2003, but preference will be given to applications received by November 3, 2003.

**Psychology/Education Librarian**

DEPARTMENT: Reference and Instructional Services

EFFECTIVE DATE OF APPOINTMENT: January 5, 2004 (a 12-month, tenure-track position)

(continued on next page)

before September 1, 2003, will receive priority consideration. Columbia University is an equal opportunity, affirmative action employer. Minorities and women are encouraged to apply.

**BUSINESS/ELECTRONIC ACCESS LIBRARIAN.** Slippery Rock University's Bailey Library is seeking applicants for a full-time (nine-month), tenure-track position at the Instructor/Assistant Professor level beginning January 2004. Primary responsibilities include collection development, reference, and library instruction for the School of Business. Management of the Serials unit with an emphasis on electronic access issues, and supervision of a staff of 1.7 FTE are also primary responsibilities. Competitive salary and excellent benefits. A complete position description is posted at: [www.sru.edu/pages/1844.asp](http://www.sru.edu/pages/1844.asp). Qualifications: MLS from an ALA-accredited institution required at time of employment; knowledge of and/or experience in business librarianship; demonstrated ability to manage electronic resources; strong public service orientation; excellent written and oral communication skills; and perceived ability to work productively with students and colleagues in an evolving environment are required. Successful performance in an on-campus interview, including a presentation, is also required. Preferred Qualifications: Academic library experience in serials, reference, and bibliographic instruction; supervisory experience; and familiarity with Endeavor/Voyager software. Send letter of interest, résumé, graduate and undergraduate transcripts (official transcripts required before hiring) and the names, addresses, and phone numbers of three references (one of whom must be a current or previous supervisor) to: Mr. Lynn Hoffman and Ms. Judy Silva, Co-chairs, Business Librarian Search Committee, Bailey Library, Slip-

pery Rock University, Slippery Rock, PA 16057; [lynn.hoffman@sru.edu](mailto:lynn.hoffman@sru.edu), (724) 738-2666; [judy.silva@sru.edu](mailto:judy.silva@sru.edu), (724) 738-2658; fax: (724) 738-2661. Review of applications will begin September 7, 2003, and continue until position is filled. Visit our Web page at [www.sru.edu](http://www.sru.edu). TTY#: (724) 738-4881. Affirmative action, equal opportunity employer.

**DIRECTOR OF LIBRARY SERVICES.** Gordon College, Wenham, Massachusetts, seeks qualified candidates for Director of Library Services. This position carries faculty rank. Minimum qualifications include an MLS from an ALA-accredited program and a second advanced degree or substantial experience in an academic environment, as well as substantial administrative experience in an academic library. Candidates must be committed Christians, supportive of the mission of a Christian liberal arts education. The starting date for the position is January 2004. Send a letter of application, vita, and a two-page statement of philosophy of education related to library services to: Cliff Hersey, Coordinator of Academic Programs, Gordon College, 255 Grapevine Road, Wenham, MA 01984; phone: (978) 867-4294. For inquiries, contact: [chersey@faith.gordon.edu](mailto:chersey@faith.gordon.edu). For further information, visit: <http://www.gordon.edu>.

**ENGINEERING LIBRARIAN.** University of Oklahoma, Norman, Oklahoma. Library Faculty Vacancy. Engineering Librarian to manage all operations of a heavily utilized branch library serving the College of Engineering at an ARL institution. The Engineering Librarian reports to the University Libraries' Director of Public Services and represents the

(continued from previous page)

**RANK:** Senior Assistant Librarian

**SALARY:** Minimum salary of \$4,175 per month and an excellent benefits package. Salary is dependent upon qualifications and experience.

**RESPONSIBILITIES:** The California State University-Northridge Library is seeking an energetic, enthusiastic, and technologically knowledgeable librarian to serve as the library's specialist in the fields of psychology and educational psychology.

**APPLICATION DEADLINE:** Screening to begin September 2, 2003, but preference will be given to applications received by October 1, 2003.

**REQUIRED QUALIFICATIONS FOR ALL POSITIONS:** ALA-accredited graduate degree in Library/Information Science or equivalent degree; demonstrated ability and experience in using bibliographic resources, including electronic resources and the Web; and an ability and desire to promote library service and collections. Assignments include some evening and weekend hours.

Please go to <http://library.csun.edu/libjobs.html> for complete information about additional responsibilities and the required and preferred qualifications for all three librarian positions.

Inquiries and nominations for all three positions should be addressed to:

**Michael Barrett, Chair**  
**Reference and Instructional Services**  
**University Library, California State University-Northridge**  
**18111 Nordhoff Street**  
**Northridge, CA 91330-8327**  
**e-mail: [michael.barrett@csun.edu](mailto:michael.barrett@csun.edu)**  
**University Library Web site: <http://library.csun.edu/>**

**GENERAL INFORMATION:** California State University-Northridge, one of the largest of the 23 campuses of the California State University system, is located 25 miles northwest of central Los Angeles in the San Fernando Valley, a suburb with a multi-ethnic population of over 1 million people. The university enrolls approximately 32,000 students (24,000 FTEs and one-half ethnic minorities) and is served by 2,000 faculty. Eight colleges offer baccalaureate degrees in 50 disciplines, master's degrees in 41 fields, and credentials in the field of education. For more information about the university, check our Web site <http://www.csun.edu/>.

Applicants who wish to request accommodations for a disability may contact the Center on Disabilities, (818) 677-2578.

*The university is an equal opportunity, affirmative action employer and does not discriminate against persons on the basis of race, religion, national origin, sexual orientation, gender, marital status, age, disability, disabled veteran, or Vietnam-era veteran status.*

University Libraries to the College of Engineering faculty and students. Qualifications: Required: MLS from an ALA-accredited program; reference and bibliographic instruction experience; excellent interpersonal, teaching, and communication skills; evidence of public service orientation; understanding of library services at a research university; ability to work independently as well as collaboratively; and ability to prioritize workload assignments. Desirable: Familiarity with the literature of engineering or an undergraduate or advanced degree in engineering or a related field; collection development experience; supervisory experience; familiarity with an automated library management system; and evidence of research or creative achievement. For a complete listing of the duties and responsibilities for this position, go to: <http://libraries.csun.edu/about/employment/>. First Screening Date: September 15, 2003. Search will remain open until filled. Salary: \$37,000 minimum. Employment: Librarians have faculty status, privileges, responsibilities, the rank of assistant professor or above, and tenure eligibility. Application: Send letter of application with resumé, a list of publications, and the names of three references including current supervisor to: Rhonda Cannon, Assistant to the Dean for Administrative Services, University Libraries, University of Oklahoma, Norman, OK 73019; phone: (405) 325-2611. University of Oklahoma is an equal opportunity, affirmative action employer. We encourage women and minority applicants.

**HEAD OF SPECIAL COLLECTIONS.** The University of the Pacific Library is seeking a Special Collections Librarian and/or Archivist to join the library faculty in providing leadership and oversight for special

collections and archives programs and in furthering the educational and scholarly goals of the library and university. This librarian will have principal responsibility for developing and promoting use of the university's manuscript, archival, and rare book collections; planning and managing digital library projects; providing reference services and instruction; initiating and managing outreach and development activities (e.g., exhibitions, publications, grant proposals, donor and public presentations, etc.); and supervising staff. The University Library emphasizes opportunities for undergraduate research within Special Collections. The librarian in this position will cultivate relationships with teaching faculty, other university offices, visiting scholars, alumni, and the public. As a member of the faculty, productivity in scholarship is essential. Qualifications: Master's degree in Library or Information Science or equivalent; professional experience and knowledge of best practices in special collections, archives, or equivalent environments; demonstrated ability to manage manuscript, rare book, and archival collections, including knowledge of preservation techniques; appropriate level of technological knowledge for the management of digital initiatives; and effective supervisory experience; subject knowledge to support the use of collections; enthusiasm and aptitude for public services within a flexible and continually evolving academic library environment; commitment to cooperative teamwork and quality service; excellent organizational, interpersonal, and communication skills; ability to meet requirements for promotion and tenure. Salary, Rank, and Benefits: Salary negotiable depending upon experience; faculty rank commensurate with qualifications and experience. Twenty-four days' vacation, 15 holidays/seasonal, excellent support for professional development, TIAA-CREF retirement, tuition remission, and other

# Head of Cataloging - Library



## *The James A. Cannavino Library at Marist College seeks applications for a dynamic Head of Cataloging.*

**Responsibilities:** Perform original and copy cataloging as well as authority work in accordance with local and national standards, and contributes to OCLC. Set local cataloging policy and procedure. Manage all aspects of the online catalog including upgrades, reports, documentation, trouble-shooting, and training staff in the effective use of new enhancements. Supervise two full-time support staff. Serve as liaison to OCLC and local system vendor. Reference, collection development, and bibliographic instruction duties are required.

**Requirements:** MLS from an ALA-accredited school; minimum one year experience in cataloging and technical processing; working knowledge of cataloging tools and standards; current experience with a major bibliographic utility and an integrated library system, preferably Voyager; familiarity with current trends in cataloging and emerging library technologies. Successful applicant will have excellent communication skills, the ability to work in a team environment, and a commitment to providing accurate and timely bibliographic access.

Marist College is committed to the principle of diversity. We are especially interested in receiving applications from members of ethnic minorities, women, disabled individuals, and other under-represented groups.

Review of résumés will begin immediately and continue until the position is filled. Please submit a cover letter, résumés, and contact information for three professional references to: Eva J. Jackson, Assistant Director of Human Resources, Marist College, MPO-905/CRL, Poughkeepsie, NY 12601-1387.

**MARIST**  
COLLEGE

*An Equal Opportunity/Affirmative Action Employer*

## UNIVERSITY LIBRARIAN

### University of California, Santa Cruz

The University of California, Santa Cruz invites applications from individuals for its University Librarian opening.

The candidate must translate vision into practice, respond to the rapidly changing and complex higher education environment, balance existing library services and resources with emerging technologies, and participate in consortia and professional associations. The University Librarian will provide leadership of operations, staffing, and services as the library moves into the advanced stages of a significant building expansion project and accelerated campus growth.

Additional details about the position, campus, University of California system, and surrounding community can be accessed at:

<http://library.ucsc.edu/jobs.html>

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

## Yavapai COLLEGE

Your community. Your college.

### Director of Library Services

This two-year community college is located in Prescott, Arizona, a mile-high, historic city that has earned the reputation as "everybody's hometown" because of its tree-lined historic neighborhoods and quaint old west main street.

Applications are solicited from motivated individuals for: Director of Library Services.

This person will provide innovative and creative administrative leadership of library operations and services. Unique opportunity as the college library facilities are expanded! Applicants should visit our Web site for details for applying: [www.yc.edu/hr.nsf](http://www.yc.edu/hr.nsf). Application materials must be received by **September 29, 2003**, to ensure full consideration. Direct all materials to:

**Yavapai College  
Human Resources  
1100 East Sheldon Street  
Prescott, AZ 86301**

*Yavapai College is an equal opportunity employer.*

## TWO POSITIONS AVAILABLE

### New School University

New School University invites applications for two positions:

#### **Director, Raymond Fogelman Library**

**RESPONSIBILITIES:** Reporting to the University Librarian, this senior management position oversees the daily operations and collection development of the Fogelman Library, whose collections and services support humanities and social sciences curricula; participates in long-range planning, renovation, budget preparation, and human resources management; collaborates on the creation and implementation of library policies and an information literacy agenda, while serving as an advocate for the library's mission.

**QUALIFICATIONS:** ALA-accredited MLS, advanced degree (preferably in the social sciences or humanities), minimum five years' supervisory experience in an academic library; knowledge of the latest information technology and applications; familiarity with major bibliographic utilities; understanding of current issues in academic librarianship and higher education required. Demonstrated leadership skills, ability to foster collegiality and flexibility in others and ability to interact effectively with a broad clientele essential.

#### **Systems Librarian**

**RESPONSIBILITIES:** Reporting to the Director, Center for Education and Technology, the Systems Librarian coordinates the development, implementation, operation, and maintenance of the University Library's automated systems, services, peripherals, system-related access, and Web site. Implements leading-edge instructional technologies, campuswide technological development initiatives, and other digital initiatives.

**QUALIFICATIONS:** ALA-accredited MLS, minimum three years experience with automated library systems. Knowledge of: MARC metadata forms; bibliographic and authority records; general database structure; Solaris/UNIX operating systems, enterprise database systems such as ORACLE or other SQL-based systems. Experience with Web sites and content management systems preferred. Familiarity with telecommunications, LANs, CD-ROM technology, and HTML desirable. Ability to work independently and collegially in a rapidly changing environment. Excellent communication skills; problem-solving, organization, and negotiating abilities.

Salaries commensurate with experience. Excellent fringe benefits. Consideration of applications begins **October 1, 2003**, and continues until positions are filled. Send letter, résumé, and names, addresses (postal and e-mail), and phone numbers of three references to:

**Office of the University Librarian  
New School University  
65 Fifth Avenue  
New York, NY 10011**

*New School University is committed to a policy of equal opportunity.*

*It does not discriminate on the basis of race, color, national or ethnic origin, citizenship status, religion, sex, sexual orientation, age, physical disability, veteran or marital status.*

generous benefits. For complete information, please see: <http://library.uop.edu/jobs>. Application: Applications will be accepted until the position is filled, with a first review of applications beginning August 15, 2003. Send letter of application, résumé, and the names, addresses, and phone numbers of three references to: Kathlin Ray, Assistant Dean, University Library, **University of the Pacific**, 3601 Pacific Avenue, Stockton, CA 95211; or e-mail: [kray@uop.edu](mailto:kray@uop.edu). Equal opportunity, affirmative action employer.

**HEAD, SPECIAL COLLECTIONS AND ARCHIVES.** Utah State University Libraries seek an innovative, experienced individual to head the Special Collections and Archives Department of the University Libraries. The Department Head will provide leadership to make the department a pre-eminent center of resources on the Inter-Mountain West. The Department Head will be responsible for administering seven departmental units (Art, Book Arts and Rare Books, Five Folklore Archives, Manuscripts, Photographs, Conservation/Preservation, University Archives, and Western and Mormon Americana) and overseeing eight full-time staff, including faculty, professional, and classified employees as well as students. Specific duties include: managing fiscal resources and budgetary expenditures; establishing goals and priorities for

collection development; fostering public service and collegial interaction with faculty, researchers, staff, and students; setting departmental procedures and policies for acquiring, processing, cataloging, preserving and digitizing collections; promoting services and collections and preparing grant requests for supplementary funding. The Department Head reports to the Associate Director for Public Services, participates as a member of the Library Management team, and works closely with the Libraries Development officer. This is a 12-month, tenure-track position. The applicant is expected to meet the requirements for appointment at the rank of Associate Librarian. The department houses 84,000 volumes consisting of literary, historical, rare and antiquarian books, 6,400 linear feet of manuscripts, and 7,500 linear feet of University Archives, and 500,000 photographs, as well as substantial holdings of other materials, such as records, maps, and broadsides. The department's materials cover a wide range of subject areas including the Inter-Mountain West, especially Utah- and Mormon-related collections. The department houses the Five Folklore Archives, one of the premier folklore collections in the nation. Among its literary holdings, the department has the nation's second largest collection of Jack London papers and books. Currently, the department is preparing to move into a new library facility in 2005. Required Qualifications: Master's degree in Library and Information Science from an ALA-accred-

# George Mason University

## TWO POSITIONS AVAILABLE

The University Libraries of George Mason University are seeking energetic, innovative, and team-oriented librarians for two management positions:

### **Head, Collection Development and Preservation Officer**

Provides leadership for collection development and evaluation, as well as preservation activities, of a large university system (four libraries across three campuses), coordinating the collection development and evaluation responsibilities of more than 20 selectors. Monitors expenditure of collection development/preservation funds (currently \$4.75 million), recommends fund allocations, and participates in the preparation of research materials budget proposals. Manages the libraries' electronic resources licensing operations. Actively engages in related activities for two consortia: VIVA (The Virtual Library of Virginia) and WRLC (Washington Research Library Consortium). Prepares management reports and analyses, obtains collections data, and oversees maintenance of collection development electronic data archive. Manages multiple approval plans, and may have subject liaison responsibilities, depending on interest and expertise. As preservation officer, leads integration of current preservation activities and leads plans for a new, comprehensive preservation program. Directly supervises 2.5 FTE staff. Position reports to Associate University Librarian for Resources and Collection Management Services.

**QUALIFICATIONS:** Required: ALA-accredited MLS or recognized foreign equivalent; professional collection development experience in an academic or research library; in-depth knowledge of academic publishing (print and electronic); experience with large-scale or in-depth collection evaluation projects (RLG Conspectus a plus); demonstrated ability to coordinate peer responsibilities in a non-supervisory, team environment; excellent leadership and communication skills; collegial orientation. Preferred: Excellent information technology skills; substantial budgetary experience; demonstrated supervisory experience; electronic resources management experience, especially with licensing; and an advanced degree in an academic discipline.

### **Head, Serials Unit (Search Extended)**

Provides leadership for and manages all operations of the Serials Unit, including acquisition and maintenance of serials in all formats for the four constituent libraries of the University Libraries system. Responsible for the management of the periodicals/microforms collections and associated services, including the periodicals and microforms reference desk located in Fenwick Library. Collaborates with Collection Development to facilitate the licensing of digital resources. Coordinates all activities for the ordering and management of electronic journals. Develops and analyzes statistical management reports on serials. Researches, proposes, and implements new and improved methods for serials management. Works with the Head, Acquisitions/Gifts and the Head, Bibliographic Services in jointly managing all

(continued on next page)

ited institution and/or a master's or Ph.D. degree in a closely related field; minimum five years' progressively responsible experience in a special collections/archives setting; and supervisory and management experience in an academic or research organization. Preferred Qualifications: Analytical, organizational, and communication skills; professional participation and research activity, as well as ongoing professional training in relevant fields; a record of grant writing and grant administration; knowledge of current issues in special collections and archival management, including electronic resources, copyright laws, and professional standards/ethics; experience with fund raising and successful stewardship of endowments; successful collaborative project management; commitment to public service; familiarity with preservation/conservation issues; evidence of successful experience with outreach and donor activity; familiarity with Encoded Archival Description (EAD), imaging, electronic records, sound preservation, and Web applications; knowledge of Western American history. Salary: \$50,000 negotiable. Benefits: The position includes an excellent benefits package, including TIAA-CREF retirement, insurance, and 22 days' vacation and 12 days of sick leave per year. Presently, the University Libraries is involved in a 40-million-dollar building project. The libraries contain over 1,400,000 volumes and have annual circulation of roughly 200,000 with a gate count of around 1,000,000. Utah State University is a Land Grant institution and Carnegie Research Extensive University serving a student population of 20,000. It is situated in a mountain valley 80 miles north of Salt Lake City and offers a variety of cultural as well as outdoor recreational opportunities. To Apply: Please send a letter of application, résumé, and

three professional references with names, e-mail and mail addresses, and phone numbers to: John Elsweller, Committee Chair, Utah State University Libraries, 3000 Old Main Hill, Logan, UT 84322-3000; phone: (435) 797-2631; fax: (435) 797-2880. Application deadline is October 15, 2003, but will remain open until position is filled. Utah State University is an affirmative action, equal opportunity employer.

**INSTRUCTIONAL TECHNOLOGY LIBRARIAN.** Morehead State University (MSU) seeks a bright, self-motivated, and technology-savvy individual to fill the position of Instructional Technology Librarian. The successful candidate will be hired at the rank of Librarian I. Responsibilities: Assists with the development, implementation, and assessment of electronic instructional resources including Web-based tutorials and online library guides; oversees operation of Learning Technology Lab, provides assistance to students and faculty in development of multimedia products; supervises one half-time staff position; participates in reference service, bibliographic instruction, and collection development. Qualifications: MLS from an ALA-accredited institution by appointment date; experience in the use of PCs, presentation software, Web page authoring software, and multimedia-related equipment; advanced knowledge of Web technologies; ability to work well with faculty, students, and colleagues; and excellent written and oral communication skills. Desired Qualifications: Training and experience in instructional technology and design; expertise using Microsoft Office 2000 software; experience with other software such as Adobe Photoshop, Acrobat, Exchange Premiere, and scanning software including graphics and OCR; demonstrated time-



(continued from previous page)

technical services functions. Supervises six full-time staff plus 2.5 FTE student assistants. Reports to the Associate University Librarian for Resources and Collection Management Services.

**QUALIFICATIONS:** Required: ALA-accredited MLS or recognized foreign equivalent; experience with serial operations in an academic environment or other similarly large or complex library setting; familiarity with other technical services functions (cataloging and acquisitions); experience with MARC formats, OCLC, automated library systems, and spreadsheet software; effective organizational, communication, and interpersonal skills; strong service orientation and commitment to professional growth; supervisory experience; collegial orientation; strong analytical and problem-solving skills. Preferred: Public service experience; experience with Voyager Endeavor; experience with electronic journal licensing; knowledge of EDI and embedded order technology.

#### APPOINTMENT/BENEFITS FOR BOTH POSITIONS

Professional faculty appointment. Salary is competitive and commensurate with qualifications. Excellent benefits: several health plan options and fully paid life insurance; several retirement plans, including TIAA-CREF (the university contributes approximately 10 percent of salary to such plans); 24 vacation days and 11 paid holidays; tuition waiver for self.

#### GEORGE MASON UNIVERSITY AND UNIVERSITY LIBRARIES

George Mason University is a doctoral-level, state-supported university in northern Virginia with campuses at Arlington, Fairfax and Prince William counties, offering 55 undergraduate and 74 masters, professional, and doctoral programs, with an enrollment of over 26,000 students and 1,300 faculty. There are five libraries, with 50 administrative and professional (librarians) faculty and 72 support staff. The libraries are active participants in VIVA (Virtual Library of Virginia), the Washington Research Library Consortium, and the Association of Southeastern Research Libraries, and hold associate membership with the Center for Research Libraries. The libraries are currently restructuring the Library Liaison Program to expand and enhance outreach to the various academic and research programs across the university's three campuses, and are developing an information literacy program. More information about George Mason University and GMU Libraries is available at <http://www.gmu.edu/>.

#### APPLICATION

Review of applications will begin October 1, 2003, and continue until positions are filled. Previous applicants for the Head, Serials position need not re-apply.

Send letter of application, résumé, and names, addresses (including e-mail), and phone numbers of three current references to:

**Chair, Search Committee for (state position)  
Library Administration, MSN 2FL  
George Mason University  
Fairfax VA, 22030-4444**

George Mason University is an affirmative action, equal opportunity employer;  
minorities are encouraged to apply.

management and organizational skills; and experience in a public services area of an academic library. Review of applications will begin September 24, 2003, and will continue until position is filled. To apply, submit a letter of application, résumé, and three references to: Office of Human Resources, Attn: Instructional Technology Librarian #960, Morehead State University, HM 101, Morehead, KY 40351. To apply online, visit: <http://www.moreheadstate.edu/prospects/jobapp.html>, and attach required application materials. MSU is an affirmative action, equal opportunity employer.

**LIBRARY DIRECTOR.** Presbyterian College has reopened the search to fill the position of Director of its Thomason Library. A very selective Carnegie Category 1 institution affiliated with Presbyterian Church, USA, Presbyterian College is located in a small college town near Columbia and Greenville-Spartanburg and within a two- to three-hour drive of Asheville, Atlanta, Charleston, or Charlotte. The college is entering into late-stage planning for a library building project focused upon construction of an archival facility and renovation of the existing building. We seek a director who holds the MLS from an ALA-accredited institution; a second master's or doctorate is preferred in one of the disciplines in which an undergraduate major is offered at Presbyterian. The ideal candidate will hold many of the following attributes: Successful leadership and management experience; a good understanding of the multifaceted operations of an academic library as well as of new technologies of information delivery; demonstrated interest in budgeting and facilities planning; the sincere desire and

talent to engage and work collegially with staff, faculty, students, and others; and a disposition favoring networking with counterparts at private and public academic libraries in the state. Send letter of application or nomination, résumé, transcripts (copy will do at this stage), and names and contact information of five or more professional references to: Bud Warner, Associate Academic Dean and Library Search Chair, Presbyterian College, 503 S. Broad Street, Clinton, SC 29325. Applications completed and on file by September 30, 2003, will be ensured full consideration. You may access the college's Web site at: [www.presby.edu](http://www.presby.edu). Equal opportunity employer.

**LIBRARY DIRECTOR.** The Virginia Institute of Marine Science (VIMS) seeks an energetic, innovative Library Director. VIMS is one of the largest marine science institutions in the United States and serves as the School of Marine Science of the College of William and Mary as well as the marine scientific and technical advisor to the Commonwealth of Virginia. The Library Director provides leadership in the administration of the Institute's library including fiscal management and personnel, policy and program development, fundraising, collection development, and integration of emerging technologies. The Director is responsible for developing a library collection to meet the specialized research interests and educational needs of the VIMS faculty, research staff, and graduate students. The individual will also maintain our online bibliographic resources and manage the library's Web site. The Director is the archivist for VIMS publication and institutional materials. The successful candidate must have an ALA-accredited MLS or equivalent degree, at least five

# PRESERVATION LIBRARIAN

## New York University

The Preservation Librarian works closely with the Head of the Preservation Department in managing the Libraries' preservation program, including needs assessment, establishing goals and objectives, and hiring, training, supervising, and evaluating staff. The preservation librarian administers the department's ongoing commercial binding program; manages the reformatting unit, including preservation microfilming, preservation photocopying, and digital imaging activities; reviews damaged and deteriorating library materials and assigns appropriate preservation treatments; and works closely with commercial vendors. This position requires active participation in program planning for a broad array of multimedia library and archives collections, including designing and conducting condition and needs assessment surveys, gathering and analyzing statistics, recommending treatment decisions, and grant-writing. Collaboration with bibliographers, subject specialists, curators of special collections, and other library staff is a key component of the preservation librarian's responsibilities to identify materials for preservation and facilitate binding, reformatting and conservation treatment needs. The preservation librarian is also responsible for training of departmental and librarywide staff in proper book handling techniques and conducting general preservation awareness sessions. In addition, he or she assists in maintaining and updating the Libraries' disaster plan and oversees the monitoring program for environmental conditions within the library.

### THE NEW YORK UNIVERSITY (NYU) LIBRARIES

Library facilities at NYU serve the school's 40,000 students and faculty and contain more than 4 million volumes. NYU Libraries' includes three special collections: a rare English and American literature collection, an internationally known center for scholarly research on labor and radical political history, the University's archives, and the Institute of Fine Arts. New York University is a member of the Association of Research Libraries, the Research Libraries Group, the Digital Library Federation; serves as the headquarters for the Research Library Association of South Manhattan, a consortium of three academic institutions; and is affiliated with The New York Historical Society.

NYU Libraries' preservation department supports a wide array of program activities, including commercial binding, conservation, preservation reformatting (microfilming, preservation photocopying, digital imaging), staff and user education, disaster preparedness, environmental monitoring and state and federal grant-funded projects for a variety of preservation initiatives. Moving Image and sound preservation is a new, ground-breaking component in NYU's preservation program designed to complement NYU's new Moving Image Archival and Preservation master's degree program. In order to absorb and expand preservation services for the Libraries, the preservation department is currently preparing to move into a newly designed and enlarged space.

### QUALIFICATIONS

ALA-accredited master's degree; subject master's degree required for tenure. Preference will be given to candidates with a certificate in preservation administration. Candidates with at least two full years' experience in a preservation department in a research library setting will also be considered. Broad understanding of the role of preservation in an academic setting and knowledge of emerging trends in preservation and conservation are essential. Demonstrated ability to plan, organize, and prioritize projects is required. Demonstrated supervisory experience is also required. Excellent oral and written communication skills are highly preferred. Experience in digital imaging, computer skills, database management, and vendor negotiation is preferred.

### SALARY AND BENEFITS

Faculty status and attractive benefits package, including five weeks' annual vacation. Salary commensurate with experience and background.

### TO APPLY

To ensure consideration, send résumé and letter of application, including the names, addresses, and telephone numbers of three references to:

**Janet Koztowski**  
**Director, Human Resources**  
**New York University Libraries**  
**70 Washington Square South**  
**New York, NY 10012**

Résumés will be considered until the position is filled.

*NYU encourages applications from women and members of minority groups.*

# Information Services Librarian

## University of California-Santa Barbara

The University of California-Santa Barbara, one of ten campuses of the University of California system, is seeking an Information Services Librarian.

The Information Services Librarian works individually and as part of a team to provide traditional and electronic reference, instruction, collection development, liaison, and outreach services to students, faculty, staff, and the university community. Scheduled reference service includes some evening and weekend hours.

### RESPONSIBILITIES

- Designs and teaches course-integrated classes and library credit bearing courses in information research methods.
- Has responsibility for all aspects of collection management and development for United States and World History, including selection of information resources, monitoring approval plans, preservation and weeding decisions, faculty liaison, collection interpretation, evaluation, budgetary management, and resource sharing.
- Serves as subject liaison to department, working closely with faculty and graduate students, and also has responsibility for providing specialized bibliographic instruction.
- Additional collection management responsibilities may be assigned.
- The incumbent reports to the Head of Information Services.

### QUALIFICATIONS

- ALA-accredited MLS.
- Academic background, training, and/or demonstrated interest in the literature of the United States and World History.
- Experience in general and/or specialized reference services.
- Experience developing and delivering library instruction.
- Experience in collection development.
- Experience with print and electronic information resources.
- Strong commitment to public service and ability to work effectively with students, faculty, staff, and community users.
- Demonstrated initiative and flexibility.
- Excellent oral, written, and interpersonal communication skills.
- Experience designing and maintaining Web pages is desirable.

### HIRING RANGE

\$37,920 to \$56,256, based on qualifications and experience.

### APPLICATIONS

Consideration of applications begins October 1, 2003, and continues until the position is filled. Send résumé and names and addresses of three references to:

**Detrice Bankhead**  
**Associate University Librarian**  
**Human Resources, Davidson Library**  
**University of California**  
**Santa Barbara, CA 93106**

**For the complete job announcement, visit:**  
**[www.library.ucsb.edu](http://www.library.ucsb.edu)**

*The University of California is an affirmative action, equal opportunity employer committed to diversity in the workplace and invites applications from candidates who can contribute in this area.*

# Associate University Librarian

## University of California, San Diego (UCSD)

Join an enthusiastic staff in a rapidly growing, highly ranked university. We are committed to making access to research information as efficient and convenient as technology, innovation, and resources will allow.

Reporting to the University Librarian, you will lead a Public Services Program including Circulation, Document Delivery, Interlibrary Loan, and Reference. Provide administrative leadership for the staff, collections, and user-centered services of the Social Sciences and Humanities libraries: Arts, Center for Library and Instructional Computing Services (CLICS), International Relations and Pacific Studies, and Social Sciences and Humanities. Indirect reporting lines include about 125 staff in varied classifications.

Must have leadership experience in an academic research library environment, with understanding of public services functions and best practices/current trends in the provision of information services, and research needs in the social sciences and humanities. Excellent interpersonal/ analytical/ written/oral communication skills essential. Leadership on a national and international scale preferred. An MLS from an ALA accredited program or MIS, or an equivalent combination of education and experience required. For a full position description, see: <http://orpheus.ucsd.edu/fac/AULpubservices.htm>.

Salary is commensurate with qualifications and experience. Send application letter (please reference Job Code 1) including statement of qualifications, full resume of education and relevant experience, and the names of at least 3 persons who are knowledgeable about your qualifications for this position to: [libraryjobs@ucsd.edu](mailto:libraryjobs@ucsd.edu) or to **UCSD, Job Code 1, Attn: Debra Ambrose-Library Human Resources, 9500 Gilman Drive Dept 0175H, La Jolla, CA 92093-0175. Telephone: 858.534.1279; Confidential Fax: 858.534.8634. AA/EOE**



University of California  
San Diego



The University of  
St Michael's College  
in the University of Toronto

INVITES APPLICATIONS FOR THE POSITION OF

## Chief Librarian of the University of St Michael's College

THE UNIVERSITY OF ST MICHAEL'S COLLEGE ([www.utoronto.ca/stmikes](http://www.utoronto.ca/stmikes)), one of three federated universities within the University of Toronto, is one of Canada's leading English-speaking Catholic universities. The University's John M. Kelly Library develops and maintains collections and services in support of the teaching and research needs of the undergraduate division of the University of St Michael's College, graduate programmes in the Faculty of Theology, and programmes of the Continuing Education Division. The book collection numbers over 275,000 volumes while the journal collection includes almost 500 current subscriptions.

Reporting to the President, the Chief Librarian assumes a leadership role in determining library policy, developing and monitoring budget, and long-range planning. He/she manages all aspects of library operations, including personnel, public services, cataloguing, collection development, automation, facilities, purchasing, advancement, and internal and external relations. The position involves leadership of a staff of twenty, including seven professional librarians.

Candidates should hold an ALA accredited Master of Library Science degree, or an accepted equivalent, and have successful experience in progressively more responsible management positions within an academic research library. St Michael's seeks applications from those who would be supportive of the Catholic mission of the University. Although all qualified candidates are encouraged to apply, Canadian citizens and permanent residents of Canada will be given priority.

The application deadline is 15 September, 2003. The starting date for the position will be 1 January, 2004, or later by mutual agreement. Candidates should forward their application and curriculum vitae as soon as possible to: The Chairman, Search Committee for the Chief Librarian, Office of the President, University of St Michael's College, 81 St Mary Street, Toronto, Ontario, Canada M5S 1J4. They should also arrange for three letters of recommendation to be submitted directly to the Search Committee by their referees. No email applications will be accepted.



## SYSTEMS/REFERENCE LIBRARIAN

### University of Pittsburgh at Bradford

This is a full-time, faculty librarian position at the Hanley Library, University of Pittsburgh at Bradford (Bradford, Pennsylvania) and reports to the Director of the Hanley Library. Responsibilities include maintaining the library management system on the Bradford campus, serving as liaison for LMS issues, training staff, providing public service and reference service, and some collection development (full position announcement is available at: <http://www.library.pitt.edu/uls/employment/>).

Located in the beautiful Allegheny forest region of northwest Pennsylvania, the University of Pittsburgh at Bradford is a distinguished undergraduate college offering 26 baccalaureate degrees and 12 professional programs. Students can also choose from 37 minors, two associate degrees, credential programs in education and nursing, or a number of one-year certificate programs. The Hanley Library is part of the University Library System, and participates in all ULS Faculty Librarian activities.

**QUALIFICATIONS:** Required: ALA-accredited MLS (or recognized equivalent); two years' relevant experience in libraries including relevant experience with information technology and integrated library automation systems; ability to communicate effectively with both technical and nontechnical personnel regarding information technology issues and services. Preferred: Relevant reference and library instruction experience; HTML experience.

Librarians at the University of Pittsburgh are members of the faculty and are expected to contribute significantly to the profession as well as to perform their specific responsibilities. Successful reviews at years three and six lead to the granting of Expectation of Continuing Employment.

**SALARY:** \$30,000 minimum. Comprehensive benefits package including medical; TIAA-CREF, Vanguard; and tuition assistance.

**TO APPLY:** Submit letter of application and résumé with the names, addresses, and phone numbers of three references to:

**William Gentz, Personnel Librarian**  
271 Hillman Library  
University of Pittsburgh  
Pittsburgh, PA 15260

Review of applications will begin **August 22, 2003**, and continue until position is filled.

To learn more about the University Library System, visit: <http://www.library.pitt.edu/>. For more information on the University of Pittsburgh, please visit: <http://www.pitt.edu/>.

*The University of Pittsburgh is an affirmative action, equal opportunity employer.*

years' managerial experience in an academic, research, or technical library, excellent organizational and communication skills; demonstrated experience in the application of information technology to integrated automated library systems; experience in Web site development and Web-based bibliographic interface. Knowledge of HTML and PERL preferred. This is a nontenured professional faculty position. Salary is commensurate with qualifications and experience. Review will continue until an appointment has been made. A letter of application, vita, and the names and contact information for three professional references should be sent to: Kenneth A. Moore, Chair, VIMS Library Director Search Committee, Virginia Institute of Marine Science, P.O. Box 1346, Gloucester Point, VA 23062. The College of William and Mary is an affirmative action, equal opportunity employer.

**SCIENCE INSTRUCTION COORDINATOR/BIBLIOGRAPHER.** Loyola University Chicago Science Library. This position provides information services and develops extensive Web-based resources in the physical and life sciences. Coordinates and promotes instruction services for the Science Library, and participates in systemwide instruction initiatives as the Science Library representative on the Instruction Coordinators Team. Designs and teaches library workshops and course-based user education sessions. Staffs the Science Library Reference Desk, which provides electronic and traditional reference services to faculty, staff, and students. Serves as bibliographer and faculty liaison to three science departments. Manages collection funds and approval profiles; participates in collection assessment and policy development. Serves

on Library and University committees. Designs Web pages in support of library services. Reports to the Head of the Science Library. Qualifications: Required: ALA-accredited MLS; experience in providing traditional and electronic reference services in an academic or special library; experience teaching information literacy and library skills in classroom and workshop settings; Web authoring and design expertise; excellent communication and interpersonal skills. Desired: Academic background and/or experience in the sciences collection development experience; budget management experience. The Science Library serves the Departments of Biology, Chemistry, Mathematics and Computer Sciences, Natural Sciences, Physics, Psychology, and the School of Nursing. The Loyola University of Chicago Library system has over 1.7 million volumes in six libraries. Salary: Minimum \$34,000. Benefits include 20 days' vacation, tuition benefits, TIAA-CREF, and standard medical/dental plans. Qualified applicants should send letter of application, résumé, and contact information for three references to: Karla Petersen, Dean of Libraries, Cudahy Library, Loyola University Chicago, 6525 N. Sheridan Road, Chicago, IL 60626. Review of applications will begin September 19, 2003; applications will be accepted until the position is filled. For more information about Loyola, visit: <http://www.luc.edu>. Loyola University Chicago is an affirmative action, equal opportunity educator and employer.

**TECHNICAL SERVICES LIBRARIAN.** Tabor College, Hillsboro, Kansas. ALA-accredited MLS degree. For details, see <http://www.tabor.edu>.

**DIRECTOR,  
NEW BRUNSWICK LIBRARIES**

**Rutgers University**

The Rutgers University Libraries are seeking applications and nominations for a key administrative position with responsibility to lead a complex, diverse, and dynamic organization at a time of profound change. The Director, New Brunswick Libraries, administers the libraries of the New Brunswick/Piscataway campus, the largest and oldest of the three Rutgers campuses, overseeing 16 libraries and centers, including the two major research libraries of the university.

**PRIMARY RESPONSIBILITIES:** The Director works closely with team leaders responsible for major functions across the New Brunswick libraries, including collection development, access services, information services, and digital projects. In addition, the Director serves on the University Librarian's Cabinet, representing New Brunswick and also participating in systemwide planning, development, and innovation, and fosters professional growth of library faculty, which places priority on collegiality, professional leadership, and scholarly accomplishment.

**BASIC QUALIFICATIONS:** A strong record of leadership and accomplishment in an academic or research library setting with a minimum of five years of increasingly responsible administrative experience. Of particular importance is the ability to manage a large and complex organization in a rapidly changing technological environment while serving the research and information needs of a diverse population of students and scholars. The successful candidate will have a master's degree from an ALA-accredited institution, with an additional advanced degree preferred; and have a strong record in scholarship, service, and leadership in the profession. The Director, New Brunswick Libraries, is a senior faculty member and administrator and, as such, plays a critical role in the appointment, reappointment, and promotion of library faculty on the campus and must qualify for tenure.

**SALARY:** Salary and rank will be commensurate with qualifications and experience.

**STATUS/BENEFITS:** Faculty status, calendar year appointment, retirement plans, life and health insurance, prescription drug, dental and eyeglass plans, tuition remission, one month of vacation.

**NBL PROFILE:** The New Brunswick Libraries (NBL), a team-based organization with 47 librarians and 93 administrative and support staff, comprise the two largest research libraries in the system, plus a number of smaller specialized libraries and several research centers. NBL serves the research and information needs of nationally recognized academic units and programs in the humanities, social sciences, and science and technology, as well as the residential colleges. NBL resources include more than 2.5 million volumes, 2.2 million government documents, access to thousands of systemwide electronic resources, and numerous digital research collections supported at the Scholarly Communication Center's Data Center and the Center for Electronic Text in the Humanities. See <http://www.libraries.rutgers.edu/> for the complete position profile.

**TO APPLY:** Consideration of applications will begin immediately. To apply, please e-mail your application in Word format (include cover letter and names of three references) to: **Sandra Troy, (APP.160), University Libraries Human Resources Manager, Rutgers University Libraries, 169 College Avenue, New Brunswick, NJ 08901-1163, at [ruhr@rci.rutgers.edu](mailto:ruhr@rci.rutgers.edu).**

*Rutgers, the State University of New Jersey, is committed to affirmative action and equal opportunity.*

## Late Job Listings

**COLLECTION DEVELOPMENT LIBRARIAN.** Under the general direction of the Head of Technical Services, coordinates the selection, acquisition, and deacquisition of library materials, and works with library and classroom faculty to develop collections to support the curriculum. **Qualifications:** ALA-accredited MLS or equivalent; minimum of three years' current experience in academic library acquisitions; strong fiscal management skills; familiarity with vendor contracts and licenses; demonstrated supervisory skills. **Salary Minimum:** \$43,354, negotiable based upon qualifications. Send letter of application, résumé, and the names, addresses, and telephone numbers of at least three references to: Susan E. Cirillo, Director of Library Services, **Southern Connecticut State University**, 501 Crescent Street, New Haven, CT 06515-1355. Southern Connecticut State University is an affirmative action, equal opportunity employer and encourages women and minorities to apply.

## **LIBRARIAN FOR GOVERNMENT DOCUMENTS AND PUBLIC ADMINISTRATION**

### **New York University**

Documents responsibilities include administration, planning, evaluation, and development of the documents collections, including United States, United Nations, and Food and Agricultural Organization (FAO) depository collections, international documents, and New York State and City documents. Responsible for all functions related to government publications, including advanced reference assistance, management of government electronic resources, adherence to depository rules and regulations, promotion of services and supervision, and training of clerical staff and students.

Subject specialist in public administration responsibilities include collection development; liaison with faculty and students; user education; reference assistance in the Business/Documents Center; and participation in library and university committees. Librarians serve as partners in the educational mission of New York University (NYU) by establishing strong relationships with faculty and students, building appropriate subject collections and acting as intermediaries to the world of information.

#### **NEW YORK UNIVERSITY LIBRARIES**

The NYU documents collection located in the Business/Documents Center in Bobst Library includes United States, United Nations, FAO, other Intergovernmental Organizations (IGO), and New York State and City documents. Emphasis is placed on materials with either statistical or policy interests; social, health, and economic issues are also selected.

The public administration collections and services support the Wagner Graduate School of Public Service with graduate programs leading to professional degrees of Master of Public Administration, Master of Urban Planning, Master of Science, and Doctor of Philosophy. Areas of study in the Wagner School include health policy and management; nonprofit management; public finance; and urban policy/city management.

#### **QUALIFICATIONS**

Familiarity with government documents in an academic, public, or special library. Previous management or supervisory experience preferred. Knowledge of emerging trends in government information publication and dissemination is essential. Experience with print and electronic library resources and services, MARCIVE, statistical applications (such as SASS and SPSS) and user education is recommended. Excellent oral and written communication skills and strong service orientation. Accredited MLS and subject master's degree required for tenure.

#### **SALARY AND BENEFITS**

Faculty status and attractive benefits package, including five weeks' annual vacation. Salary commensurate with experience and background.

#### **TO APPLY**

Send résumé with salary requirements to:

**Janet Koztowski**  
**Director of Libraries Human Resources**  
**New York University, Bobst Library**  
**70 Washington Square South**  
**New York, NY 10012**

Review of applications will begin immediately and continue until the position is filled.

*NYU encourages applications from women and members of minority groups.*

**Find these ads and more at**  
**[www.ala.org/acrl/jobs](http://www.ala.org/acrl/jobs)**

**Career Opportunities**  
from across the country

