

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. Or see our website: <http://www.ala.org/acrl/advert2.html>.

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&rlnw2.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.

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.

POSITIONS OPEN

ACCESS LIBRARIAN. Western Connecticut State University is seeking qualified applicants for the tenure-track position of Access Services Librarian. Responsibilities will include supervision of the automated circulation department and its personnel. Additional responsibilities will include

interlibrary loan and document delivery, print and electronic reserves, stacks maintenance, collection and analysis of statistics, prepare reports, participates in reference desk rotation, as well as serving as a liaison to selected academic departments. Candidates must possess an MLS from ALA-accredited program, have at least two years of academic library experience supervising a public service operation, have demonstrated experience with copyright laws, and knowledge of automated systems for access services (preferably Innovative Interfaces). Salary: \$34,011. Closing date for applications is December 18, 1999. Anticipated starting date is March 1, 1999. Send letter of application and resume to: Lorraine Furtick, Chairperson, Library Search Committee, Ruth Haas Library, **Western Connecticut State University**, 181 White Street, Danbury, CT 06810. WCSU is an Affirmative Action/Equal Opportunity Educator/Employer.

ARCHIVIST. Charles Babbage Institute, Center for the History of Information Processing, **University of Minnesota Libraries—TWIN CITIES CAMPUS.** <http://www.lib.umn.edu>. The University of Minnesota Libraries invites applications and nominations of dynamic and innovative professionals for the position of Archivist, Charles Babbage Institute, Center for the History of Information Processing. The CBI is a research center dedicated to promoting the study and preservation of the history of computing and



CURATOR FOR BUSINESS, RAILROAD, LABOR, AND ETHNIC HERITAGE AND IMMIGRATION COLLECTIONS (Search #99A207)

The University of Connecticut Libraries
Thomas J. Dodd Research Center

Working in a team environment, the incumbent performs curatorial and functional duties in support of Archives & Special Collections operations, and works in close cooperation with others to assure that collection and public service goals are met, including the ongoing development and servicing of archival materials and the creation of Web-based informational tools. Curators are engaged in the following activities for their subject areas: Solicitation, acquisition, processing, preservation, reference service, and outreach, including exhibition and publication. Evening and/or weekend hours may be required. Salary commensurate with experience, to a maximum of \$48,000.

For more information about the UConn Libraries or this position, see our WWW page at <http://www.lib.uconn.edu> or call Elizabeth Tonucci at (860) 486-0845

At the University of Connecticut, our commitment to excellence is complemented by our commitment to building a culturally diverse staff. We actively encourage minorities and people with disabilities to apply.

HEAD, SCIENCE AND ENGINEERING LIBRARY

University of California, San Diego

<http://orpheus.ucsd.edu/fac/s&ehead.htm>. Associate Librarian II-VI, \$41,328 - \$56,844, or Librarian I-IV, \$53,052 - \$66,780.

The UCSD Libraries seek an experienced, dynamic, innovative professional to provide leadership for our Science and Engineering (S&E) Library (<http://scilib.ucsd.edu>). The S&E Library and its satellite information center at the Center for Magnetic Recording Research provide a full complement of public services and research collections to support the information needs of faculty, graduate students, and undergraduates in chemistry, mathematics, physics and the School of Engineering. The Head of S&E is responsible for planning, organizing and managing programs and services to meet the requirements of a demanding and technologically sophisticated clientele; develops new programs and modifies existing ones, taking advantage of new technologies to improve access to scientific and technical information; actively represents the concerns of the S&E Library in library-wide planning initiatives; encourages and facilitates the performance of a dedicated and talented staff of 4.5 librarians, 7.75 support staff, and 4.5 FTE student assistants; stays abreast of developments in relevant campus departments as well as in information delivery and scholarly communication.

Required: ALA-accredited MLS; five years of experience in an academic, special, medical, or science library serving similar clientele; demonstrated skills in management and supervision; evidence of innovative leadership; experience with relevant information technology; familiarity with issues, trends, and operational needs of science libraries; excellent interpersonal skills; demonstrated ability to work effectively with others and to foster teamwork; superior organizational, analytical, and communication skills. Candidate must have a strong commitment to excellence in service and be able to work both independently and collaboratively in a complex changing environment. Preferred: 2 years supervisory or management experience. Appointment at the Librarian rank requires substantial relevant experience and superior qualifications. Consideration of applications will begin **January 8, 1999** and continue until the position is filled.

Submit a letter of application, a resume, and a list of three references to:

Debra Ambrose
Recruitment Coordinator
Library 0175H (2)
University of California, San Diego
9500 Gilman Dr.
La Jolla, CA 92093-0175
e-mail: libraryjobs@ucsd.edu

AA/EEO

information processing. The Institute's archival collection includes individual and corporate records, oral histories, monographs, serials, videos, and films relating to the history of computing, primarily since World War II. Currently housed in Walter Library, the CBI Archives will move into a new archival research facility over in late 1999 (see <http://kinglear.lib.umn.edu/miac/>). The CBI Archivist reports to the Team Leader for Collection Development and Management for the University Libraries, and works closely with the Director of the CBI. All archives and libraries staff must have the ability to work effectively with a diverse community of faculty, students, and library colleagues in a team environment. Description: Unit Administration: Responsible for planning and policy making for the unit; manage daily operations; supervise one full-time Library Assistant III and additional part-time student employees; maintain liaison with other archival and special collections units. Resource Development: Oversee the acquisition, appraisal, description, arrangement, and preservation of materials in the Archives. In cooperation with staff in other library units, maintain physical and bibliographic control of resources in digital and print formats. Reference Service and Outreach: Provide reference and instructional services to faculty, students, and independent researchers during scheduled hours and by appointment. Provide outreach to external user community, develop grant proposals, and assist in fund-raising with the Libraries Development Office and the Director of the CBI. Develop and maintain information tools and digital resources via the CBI Webpage. Qualifications: Required: Master's degree in archival administration or ALA-accredited MLS (or foreign equivalent); experience in a research institution dealing with archives or manuscripts; demonstrated knowledge of acquisition, arrangement, description, preservation, and appraisal of archival materials; demonstrated knowledge of digital information technology as it relates to archives and

special collections; strong oral and written communication skills; strong interpersonal skills; and ability to work effectively with a diverse clientele. Preferred: Supervisory experience; background relating to the history of science and technology, especially computing. Salary and benefits: This is a full-time, twelve-month, continuous-appointment track, academic/professional position with probationary appointment at the Assistant or Associate Librarian rank. Rank will depend on qualifications and experience consistent with collegiate and university policy. The libraries offers a competitive salary, commensurate with experience, but not less than \$35,000, for the position. Excellent benefits and substantial moving allowance. Recruiting schedule: Position is available immediately. Review of applications will commence on December 16, 1998. Applications will be accepted until the position is filled. Candidates are encouraged to apply by the review date to receive full consideration. A full position description is available at <http://www.umn.edu/ohr/employ.html>, listed with academic professional positions by job number UL86. Application procedure: Send a number of application, resume, and the names, addresses, telephone numbers, and e-mail addresses of three current professional references to: Linda DeBeau-Melting, Libraries Human Resources Office, University Libraries, 499 Wilson Library, 309 19th Avenue South, Minneapolis, MN 55455-0414. Please identify your application with the number UL86. The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation.

ARCHIVIST/SPECIAL COLLECTIONS LIBRARIAN. Emory & Henry College seeks qualified applicants for the position of Archivist/Special



**NORTHERN
KENTUCKY
UNIVERSITY**

LIBRARY DIRECTOR STEELY LIBRARY

Requires an MLS from an ALA-accredited school, with an additional advanced degree desirable. At least five years administrative experience, that reflects progressive responsibility in libraries administration, with an emphasis on academic libraries preferred. Must have demonstrated ability to develop, supervise, and maintain productive and collaborative relationships within the library and other various campus departments. Should have the necessary skills to encourage the ability in others. Other skills required are as follows; effective decision making ability, excellent oral and written communication skills, a proven understanding of emerging technologies and directions in academic library management, successful budgetary management skills, a commitment to the development of private support, demonstrated understanding of the library's mission in a growing metropolitan university, and a record of scholarship and the ability to support the same in others. Northern Kentucky University's goal is to become a pre-eminent learner-centered metropolitan university with a primary focus on the intellectual, ethical and career development of its students. The University seeks faculty, staff and administrators who understand and embrace our aspirations and who will take pleasure and pride in making its priorities an integral part of their professional lives. The Library Director reports to the Provost and Executive Vice President and serves on the Deans Council. The Director provides vision, leadership and resources for an experienced and knowledgeable Library faculty of (17) and staff of (20). The Director also manages a budget of approximately \$2.7 million; oversees and coordinates all library services, planning and fund raising; as well as represents the University locally, regionally, and nationally. The Director also leads efforts to improve user access to materials through a variety of delivery options. This position has faculty rank and is eligible for tenure at the level of Associate Professor or Full Professor. Salary and benefit package is competitive and commensurate with qualifications and experience. Interested candidates should send letter of application and vitae to: Library Director Search Committee, Office of the Provost and Executive Vice President, AC 812, Northern Kentucky University, Highland Heights, KY 41099. E-mail: Provost@NKU.EDU. Applicant review will begin November 30, 1998 and will continue until position is filled. Names and addresses (including E-Mail addresses) of three references may be requested at a later stage of the interviewing process. This position becomes available July 1, 1999. Additional information about Northern Ky. University and the Steely Library can be obtained at <http://www.nku.edu>. NKU is an AA/EOE.

Collections Librarian, effective April 1, 1999. Reporting to the Director of Kelly Library and Information Resources and Services, the Archivist/Librarian will be responsible for the overall management of the archives and special collections housed in Kelly Library, including the archives of the Holston Conference of the United Methodist Church. Responsibilities include collection development, records management, research services, and public relations for both the college and conference community. Duties: Developing policies and programs to facilitate acquisition, preservation, access to, and use of these collections; serving as the liaison to the campus community and to the service area of the institution, including the Holston Conference and its members; procuring records and collections; and providing proper archival housing and treatment of materials in the collections. Qualifications: ALA-accredited Master's degree, with substantial archives-related course work or an advanced degree in history or related discipline. Professional experience as an archivist. Background in church history, especially United Methodism, a plus. Preference given to applicants with significant public service and special collections experience and familiarity with computers and the emerging technologies for networked/Web access. Membership in the Academy of Certified Archivists desirable. Send letter of application, resume, and names and telephone numbers of three job-related references by January 20, 1999, to: Thelma J. Hutchins, Director of Kelly Library and Information Resources and Services, Emory & Henry College, Emory, VA 24327-0948. Salary: \$25,000 and benefits including TIAA/CREF, insurance, vacation, and sick leave. EO/AA.

ASSISTANT LIBRARIAN, SLAVIC AND EASTERN EUROPEAN DIVISION, AREA PROGRAMS. University of Michigan. Under the direction of a supervising Slavic Librarian, the majority of this position is devoted to technical services. Additional staff include two other librarians, two technical library assistants, and hourly employees. The division assumes primary responsibility for the selection, acquisition, and processing of vernacular materials published in and/or about Eastern Europe and the former Soviet

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.

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

DEPUTY DIRECTOR

University of California, Los Angeles

Reporting to the Director of the Biomedical Library, the Deputy Director has line-management responsibility and provides leadership for the Biomedical Library's public and technical services operations. This includes coordinating and facilitating public and technical services activities within the Biomedical Library and with other libraries at UCLA, other University of California (UC) campuses, and UCLA-affiliated teaching hospitals.

Other responsibilities include direct supervision and responsibility for selection and evaluation of public and technical services division heads (seven FTE); budget and resource allocations, policy decisions, and short and long range planning for library services; evaluating public and technical services functions; coordinating the Biomedical Library's communications and public relations activities including publicity (print and via its Web site); and preparing narrative and statistical reports. Planning activities are performed through active participation on the Biomedical Library's Executive Committee, the UCLA Library Administrative Council, and other Biomedical Library, UCLA Library, and UC library committees and councils.

Qualifications: Required: Demonstrated leadership and competence in health or life sciences librarianship and administration in a complex organizational environment. Thorough knowledge of academic library collections and services and their relationship to research, instructional, and clinical needs. Experience with and knowledge of information and computer technology applications in libraries and academic centers. Ability to formulate, advocate, and relate library goals and programs to the disciplines served. Capability of interacting effectively with colleagues, staff, health and life sciences professionals, and students. Experience in supervision, planning, setting objectives and priorities, in communicating, and mobilizing and organizing individuals for effective action. Preferred: Degree in health or life sciences. Experience in personnel and budget management.

Annual Salary Range: \$39,456-\$66,780, Monthly Administrative Stipend: \$605.00.

Anyone wishing to be considered for this position should write to:

Rita A. Scherrei
Associate University Librarian for Personnel and Administrative Services
Charles E. Young Research Library
UCLA
11334 YRL, BOX 951575
Los Angeles, CA 90095-1575

The application letter should include a complete statement of qualifications, a full resume of education and relevant experience, and the names of at least three persons who are knowledgeable about the applicant's qualifications for this position. Candidates applying by **January 4, 1999**, will be given first consideration.

UCLA Library home page : <http://www.library.ucla.edu/>

states, as well as for reference service to campus and national scholars. The unit acquires approximately 6,000 monographic titles and 1,500 serials titles each year through approval plans, firm orders, paid subscriptions, and exchanges. Area programs units perform original and derived cataloging for all formats. This demands of staff a strong grasp of national cataloging conventions, as well as a thorough knowledge of local practice. Duties: Performs original cataloging of most formats in OCLC and RLIN. Creates name and series authority work as appropriate. Serves as resource person and trainer for cataloging and acquisitions functions. Collaborates with Slavic Librarian in supervising technical services to manage workflow and backlog. Serves on UM Library committees and participates in other collegial activities. Attends national library meetings and maintains a national professional profile. Qualifications: Required: ALA-accredited M.L.S. Reading knowledge of at least one Slavic language, preferably Russian. Knowledge of MARC format, AACR2 and other pertinent cataloging documentation. Knowledge of LC transliteration system, as well as others. Experience working with earlier standards for descriptive cataloging, as well as with other transliteration systems. Experience cataloging in OCLC and in a NOTIS library system or equivalent. Ability to work independently and to take initiative when appropriate. Understanding of the need to balance professional-level cataloging in context of high-production environment. Familiarity with cataloging in RLIN. Demonstrated ability to work as part of a team, and to work effectively with culturally diverse faculty, students, and staff. Desired: Familiarity with history and culture of former Soviet states and Eastern Europe and their languages. Experience working

in a large academic library. Experience working with multiple formats. Experience searching and/or inputting records in a stand-alone acquisitions system, such as Innopac. Rank, Salary and Leave: Rank of Assistant Librarian. Final salary dependent on years of previous relevant professional experience. Minimum salary: \$31,000; 24 working days of vacation a year; 15 days of sick leave a year, with provisions for extended benefits. To apply: Send cover letter and copy of resume to: Lucy Cohen, Library Human Resources, 404 Hatcher Graduate Library North, University of Michigan, Ann Arbor, MI 48109-1205. Application deadline: Applications received by February 15, 1999 will be given first consideration. The University of Michigan is a non-discriminatory, affirmative action employer.

AUTOMATION/CATALOGING LIBRARIAN. Westminster College. Applications are being accepted for the position of Automation/Cataloging Librarian. The individual in this position is responsible for managing library automation and cataloging operations. Specific responsibilities include: I. Automation: Managing the daily operations of DRA automated system and resolving system-related problems as liaison with automation vendor. Duties include planning the development of the system and recommending automation policies and goals; overseeing the maintenance and integrity of the bibliographic and authority records; and generating reports from all modules of OPAC and circulating system. II. Cataloging: Managing cataloging operations; performing original and copy cataloging using AACR2, LCSH, MARC formats, and LC classification schedules; training and supervising staff, developing departmental policies, procedures, and



TWO POSITIONS AVAILABLE

California State University Monterey Bay

California State University Monterey Bay announces two tenure track librarian faculty vacancies

ELECTRONIC RESOURCES COORDINATOR (Senior Assistant Librarian; salary range approx. \$40,000-\$44,000) #MBERC-9903.

Coordinates Web design and development to facilitate the role of technology in teaching and learning. Assumes primary responsibility for and serves as coordinator of the CSUMB Library Web site. Provides expertise on technology development and trends and applications of new Web technologies, including library instruction in distributed education. Leads training efforts for library faculty and staff in Web-based technologies. Assists in selecting Web authoring software, manages Web space, and develops creative solutions to maintenance, archiving, and presenting information in the distributed electronic environment.

MINIMUM QUALIFICATIONS: MLS or equivalent degree from an ALA-accredited institution. Minimum of two years of professional experience in an academic library or comparable environment. Demonstrated excellence in verbal and written communication. Sound understanding of the current state of information technology and the impact on public, technical, and collection development functions. Significant experience in Web site design and management and with SGML/HTML programming, authoring tools, and browsers. Significant experience in library instruction.

PREFERRED QUALIFICATIONS: Knowledge of current and emerging trends in distributed learning in higher education. Familiarity with maintaining electronic and digital resources and related archival implications. Experience in integrating text, graphics, and multimedia sources in a digital library environment.

BIBLIOGRAPHIC SERVICES COORDINATOR (Senior Assistant/Associate Librarian; salary range approx. \$40,000-\$52,500) #MBBSC-9904

Applies standard resource description systems and provides leadership in the application of emerging standards (e.g., Dublin Core) for describing electronic resources. Responsible for planning, implementing, and managing workflow and services for acquiring, describing, and preserving the library's collection in all formats. Administers shelf-ready acquisitions service and copy cataloging for direct-ordered and gift materials and serials. Performs original cataloging when necessary. Supervises two staff in acquisitions and cataloging.

MINIMUM QUALIFICATIONS: MLS or equivalent degree from an ALA-accredited institution. Minimum of three years of professional experience in technical services in an academic library or comparable environment. Knowledge of current acquisitions and descriptive and subject cataloging principles and practices. Direct experience with Web-based catalogs. Demonstrated excellence in verbal and written communication.

PREFERRED QUALIFICATIONS: Experience in managing subsystems of an integrated library system. Supervisory experience in a library or similar setting. Experience in organizing library resources in a Web environment and in describing electronic/digital resources in the integrated library system environment. SGML or HTML experience.

For more information see <http://library.monterey.edu>.

Applications received by January 15, 1999 will receive first consideration. Positions open until filled; appointments effective on or after May 1, 1999.

For complete position announcement and CSUMB Vision Statement call (831) 582-3569 or see CSUMB Web posting at <http://www.monterey.edu>.

To apply, send two copies of: letter summarizing qualifications and ability to fulfill CSUMB mission, curriculum vitae, and list of four references (please include phone numbers and e-mail addresses) to:

Recruitment/Office of Academic Personnel
CSUMB
100 Campus Center
Seaside, CA, 93955-8001

Send e-mail applications to: faculty_recruitment@monterey.edu.

AA/EEO/ADA Employer

DIRECTOR OF MARY AND JEFF BELL LIBRARY

Texas A&M University-Corpus Christi

Texas A&M University-Corpus Christi invites applications and nominations for the position of Director of the Mary and Jeff Bell Library. The successful candidate must be an innovative and experienced team leader who will play a key role in enhancing the quality of the educational and intellectual experience at Texas A&M University-Corpus Christi. In collaboration with library personnel, the Director will develop new ways to engage faculty and students in the application of information technologies and the continuous assessment of library collections, services and facilities. As the senior library administrator, the Director is responsible for the overall management of the Bell Library and the ongoing agreements the university has developed with the Robert B. Parrish Medical Library, the Coastal Bend Health Information Network, and international libraries. The Director of the Bell Library is an administrative twelve-month appointment reporting directly to the Provost and Vice President for Academic Affairs.

Qualifications include an advanced degree at least at the masters level required, ALA-accredited in Library or Information Science preferred; administrative experience in an academic or research library in broad areas of library operations, particularly in the areas of financial management and resource allocation; involvement in the planning and coordination of library automation, emerging technologies, and consortium development; an understanding of the trends in higher education, and their impact on the nature of the academic library of the future.

The candidate must have a proven ability to provide visionary leadership in a changing and flexible environment as well as a demonstrated commitment to consultative and collaborative management.

The Mary and Jeff Bell Library has holdings in excess of 350,000 volumes. The library's online catalog is on the Innovative Interfaces system. The library subscribes to over 1,600 periodical titles and enjoys extensive network capabilities that provide access to over 100 electronic databases as well as the Internet. The library also houses a Special Collections and Archives Department with a collection emphasizing South Texas culture and history. The library's Web page is located at www.tamucc.edu/~libweb.

Texas A&M University-Corpus Christi has 6,400 students and 270 faculty and is one of the fastest growing universities in the state of Texas. It includes the College of Arts and Humanities, the College of Business, the College of Education, and the College of Science and Technology. During the past two years, the university was named as the top public regional university in Texas in *U.S. News and World Report's* America's Best Colleges. The university is in a picturesque setting on an island surrounded by Corpus Christi Bay and Oso Bay. Texas A&M University-Corpus Christi is dedicated to providing higher educational opportunities to the South Texas region, particularly to those qualified individuals who are historically underrepresented in the higher-education community.

Interested applicants should submit a letter of interest, a curriculum vitae with names, addresses, and phone numbers of three references, and a statement of their vision for the academic library of the future.

Direct applications to:

Sandra Harper
Provost and Vice President for Academic Affairs
Texas A&M University-Corpus Christi
6300 Ocean Drive
Corpus Christi, TX 78412

Review of applications will begin on **November 23, 1998** and continue until the position is filled.

goals; and maintaining collection statistics. III. Operate in conjunction with other librarians in all phases of library operations; assist in collection development in assigned areas; provide reference assistance, and work one evening per week. Qualifications include: MLS from an ALA-accredited program; experience with automation, preferably with DRA and OPACs; and cataloging experience with AACR2, LCSH and LC classification, and OCLC PRISM. This will be a ten-month administrative appointment with faculty rank of Assistant Professor. Salary and benefits are competitive. Deadline for applications is January 4, 1999. Submit a letter of application, resume, and the names and telephone numbers of three professional references to: Molly Spinney, Head Librarian, **Westminster College**, New Wilmington, PA 16172. AA/EOE.

CATALOGER. Independent research library specializing in American business and technological history seeks cataloger with ALA/MLS to catalog printed materials. Applicants should have two years professional experience, be familiar with AACR2, LCSH, LC classification, RLIN, and/or OCLC and MARC formats; experience with integrated library automation systems required. Broad liberal arts or sciences background required; working knowledge of one or more modern European languages preferred. Occasional reference and Saturday work. Salary will be approximately \$30,000 depending on qualifications and experience of successful candidate. Send resume: Human Resources Department, **Hagley Museum and Library**, P.O. Box 3630, Wilmington, DE 19807. EOE.

DIRECTOR OF HUMAN RESOURCE PROGRAMS AND SERVICES

The Director, in consultation with the Harvard College Library Administration, will provide leadership in the advancement of the human resources programs and services to fulfill the strategic vision of the library. The Harvard College Library is in the midst of a major planning effort for renovations to the Widener Library; will soon be embarking on the replacement of the on-line library information system; is actively engaged in digital initiatives across the University; and will soon be participating in the implementation of the University's new system for financial and human resource information management. Underlying all these efforts is an organizational change/development program addressing continuous development of both the individual and the organization.

The Harvard College Library with a staff of approximately 450 FTE plus over 1000 part-time and student employees is a complex and diverse organization. Consisting of Widener Library (the main research library for most of the humanities and social sciences); Houghton (rare books and manuscripts); Lamont and Hilles (undergraduate collections); Cabot Science; Harvard-Yenching (East Asian collections); Music; Fine Arts; Kummel (geological sciences); Littauer (economics and government); and Tozzer (anthropology), the Harvard College Library has a combined annual budget of \$54 million.

Responsibilities: The Director is responsible for the direction, review, and continuous improvement of the College Library's Human Resource programs and services. The Director has primary responsibility for interpreting, communicating and/or formulating policy; directs the provision of comprehensive Human Resource support including the following: recruitment and employment; compensation and position classification; performance management and evaluation; staff relations; and staff and organizational development. The Director plays a key leadership role and will have primary responsibility for developing a collaborative process (within the Library, the Faculty of Arts and Sciences and the University) that assures the quality and continued development of human resource programs and services. This position manages a staff of 5+ FTE and reports to the Associate Librarian for Planning and Administration.

Qualifications: The ability to manage the dynamic process of change in a large complex environment; substantial and progressively responsible human resources experience as a member of an administrative team; broad knowledge and understanding of human resource management including work with complex federal, state, and local regulations is required. The position demands excellent written, oral, interpersonal, organizational and presentation skills. A strong service orientation, the ability to collaborate effectively with diverse constituencies and a commitment to excellence are essential. A degree in a relevant discipline and a thorough knowledge of the human resources field is expected. Experience in higher education or not-for-profit organization preferred.

Available: The review of applications will begin immediately and continue until the position is filled.

Compensation: Harvard University offers a competitive program of benefits. Appointment salary commensurate with qualifications and experience.

Interested parties are invited to submit a letter addressing position qualifications, resume, and the names, addresses, telephone and fax numbers of three references to:

Susan Lee
Associate Librarian for Planning and Administration
Harvard College Library
Harvard University
Widener Library, Cambridge, MA 02138

HARVARD UNIVERSITY UPHOLDS
A COMMITMENT TO AFFIRMATIVE ACTION AND
EQUAL EMPLOYMENT OPPORTUNITY

HARVARD COLLEGE LIBRARY

HARVARD



UNIVERSITY

SEVEN POSITIONS AVAILABLE

Illinois State University Normal/Bloomington

As Milner Library transforms itself institutionally, organizationally, and philosophically to meet the 21st century, welcoming colleagues seek enthusiastic, like-minded professionals to join them in providing outstanding service and innovative instruction, developing excellent collections, and sharing in the management of the library. Opportunities for professional growth in twelve-month, tenure-track positions include:

- **MUSIC/COMMUNICATION LIBRARIAN:** Reference, collection development, instruction, and liaison in music, communication, and other humanities-related subjects. Manages Media Resources Center. Second advanced degree in music strongly preferred.
- **SCIENCE AND TECHNOLOGY LIBRARIAN:** Reference, collection development, instruction, and liaison in mathematics, physics, and at least one other of the pure sciences. Second advanced degree in science or technology strongly preferred.
- **HEAD OF ACQUISITIONS:** Directs the operations of that division, including the ordering of library materials in all formats; planning and development of acquisitions processes; and personnel management and evaluation. Three to five years acquisitions experience in academic libraries; experience in fiscal management; knowledge of automated systems such as Innovative Interfaces, DRA, or OCLC.
- **DOCUMENTS LIBRARIAN:** Coordinates all government documents activities, including selection, organization, processing in all formats; instruction; public relations. Requires demonstrated knowledge of US depository guidelines and practices, as well as comfort with and commitment to electronic access.
- **GENERAL REFERENCE LIBRARIAN:** Provides general reference and documents service in a variety of formats to diverse patrons. Participates in Milner's extensive bibliographic instruction program. Opportunities for work in collection development, Web development, and undergraduate outreach programs.
- **HEAD OF GENERAL REFERENCE:** Coordinates and evaluates the contributions of six librarians and three support staff in the library's General Reference and Documents Division. Leads operations, planning, scheduling, and collaboration of the division. Second advanced degree and three years supervisory experience required.

(Continued on next page)

COORDINATOR OF INSTRUCTIONAL SERVICES. East Carolina University, Academic Library Services, Joyner Library. (Minimum salary \$32,000 depending upon qualifications and experience.) Qualifications: Required: ALA-accredited master's degree or international equivalent; reference service experience in an academic library with thorough knowledge of print and electronic information sources; experience in library instruction and demonstrated expertise in developing a program of imaginative instructional services; excellent oral and written communication skills and ability to work effectively with staff and users. Preferred: Experience in classroom teaching; experience with Web page design and construction; familiarity with software and technology related to electronic instruction; second master's degree. Finalists will be asked to present a brief bibliographic instruction demonstration during the on-campus interview. Responsibilities: The Coordinator of Instructional Services for Academic Library Services will spearhead the development of the library's instruction program for students and faculty, integrating the use of both print and electronic information sources into the curriculum. The position calls for an innovative, energetic, service-oriented librarian who works well both independently and as part of a team. This person reports to the Head of Reference and is a member of the Reference Services Department. Duties encompass planning and implementing coordinated library instruction services with emphasis on information literacy. Exploring utilization and promotion of emerging information technologies for instruction. Assisting other library faculty/staff in the development of effective teaching methods. Maintaining instruction facilities. Providing reference service, including evening and weekend hours, and participating in library instruction. Serving as a collection development liaison to an academic department. Meeting scholarship and service requirements for promotion and tenure. (For information on applying for this position, see ad for Reference Librarian, East Carolina University, Academic Library Services ad below.)

DIRECTOR OF LIBRARY SERVICES. Concordia University, River Forest, is seeking applicants for the position of Director of Library Services. The position involves administrative leadership of library operations which includes developing local collections and electronic databases, preparation and administration of the library services budget, and working closely with information services personnel and the faculty in planning and providing necessary support of the curriculum and goals of the University. The candidate should have a minimum of a masters degree in library science or the, MLIS, several years of academic library services and information access. Preference would be given to someone with a doctorate in some area related to library service or an academic discipline. Salary range is from \$35,000-\$50,000 depending on qualifications. Concordia University does not discriminate on the basis of race, color, national or ethnic origin, disability, sex, or age. However, to the extent allowed by law, Concordia reserves the right to give preference in employment based on religion. Letters of application and resumes should be sent to: Henry R. Latzke, Search Committee Chair, Concordia University, 7400 Augusta Street, River Forest, IL 60305-1499.

DISTANCE EDUCATION LIBRARIAN. Western Washington University seeks a Distance Education Librarian for a non-tenure track faculty position, with appointment at the rank of Lecturer to provide library support to "extended access" students and faculty and to oversee all aspects of this service and its delivery. Located between Seattle, Washington and Vancouver, British Columbia, the University, with a student population over 11,000, is organized into six undergraduate colleges and a graduate school. Required qualifications: an ALA-accredited MLS, MLIS, or the foreign equivalent; professional reference experience in an academic or special library; familiarity with distance education issues; competency in Web page creation; excellent interpersonal and team collaboration skills. Desirable

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- **NON-BOOK CATALOGER:** Performs original cataloging for computer files, sound recordings, and visual materials. Knowledge of Dewey, LC, LCSH, AACR2R, and MARC. Two years cataloging experience desired.

QUALIFICATIONS: All positions require an ALA-accredited master's; excellent communication and interpersonal skills; strong service orientation and focus on the educational role of the academic library; commitment to participative collegial management and planning. A demonstrated record of scholarship, publication, and service, as well as a second advanced degree are required for tenure.

CAMPUS AND COMMUNITY: As Illinois' oldest public university, Illinois State University strives to offer an outstanding education to 17,500 undergraduates in 35 disciplines, as well as to serve 2,500 graduate students through diverse master's and doctoral programs. Milner Library supports those programs with a service-focused staff of 110, a materials budget of over \$2.5 million, and a collection of over 1.3 million volumes. Illinois State is located in Normal/Bloomington, a growing community of 100,000 two hours from Chicago and three hours from St. Louis.

SALARIES: Vary according to position and responsibilities, but range from \$32,000 to \$40,000 at the rank of assistant professor. Some are negotiable depending on education and experience. Twenty-four days vacation, twelve days sick leave, and eleven paid holidays per year. Self-managed, portable, or state retirement plan. Medical, dental, and life insurance plans.

PREFERRED BEGINNING DATE: July 1, 1999. Earlier date negotiable.

APPLICATION DEADLINE: To insure full consideration, applications should be submitted by **January 31, 1999.**

TO APPLY: Send letter of application, resume, and the names of at least three references to:

Cheryl Elzy
Dean of University Libraries
Milner Library
Illinois State University
Campus Box 8900
Normal, IL 61790-8900

For more information on Milner Library, contact our Web site at www.mlb.ilstu.edu.

Illinois State is an affirmative action/equal opportunity university encouraging diversity.

qualifications include: Experience in providing distance reference service; teaching and research skills; experience with advanced Web applications, HTML, and video conferencing, and network troubleshooting skills. Typical work may include travel and some evening and weekend hours. Compensation depend upon qualifications. Minimum salary \$35,394. For a full position description and further information contact Liz Sipes (360) 650-3050 or Liz.Sipes@wwu.edu. Applications submitted before January 30, 1999 will receive priority review. WWU is an AA/EEO employer. To request disability accommodation: (360) 650-3306 (V), (360) 650-7607 (TTY).

ENGINEERING REFERENCE LIBRARIAN (Search Extended). Engineering Reference Librarian position available at University of New Orleans Earl K. Long Library. Works with a team of references services department faculty members to provide general reference assistance from a central reference desk, including some evening and weekend duty. Provides specialized references services for the engineering and science faculty and students. Bibliographer for the disciplines of civil, electrical, and mechanical engineering, Naval Architecture and Marine Engineering, working collaboratively with the faculty of the College of Engineering to develop the library collection. Actively provides library user education and conducts online searching when needed. Reports to Chair of Reference Services. Qualifications: Required. ALA-accredited MLS; academic course work or degree in science or technology discipline; proficiency in online searching and developing Web-based resources; working knowledge of electronic reference sources such as CD-ROM, Internet, OCLC, etc.; ability to work productively with diverse groups in an urban academic setting; ability to communicate effectively, orally, and in writing, in English. Preferred: Experience in science/technology reference and collection development, preferably in an academic library; previous experience in library user education. Salary & Rank: \$29,333 at the Assistant Librarian rank. Librarians at the University of New Orleans are tenurable academic appointees enjoying full faculty status and responsibilities, including teaching, research, and service. Liberal vacation, sick leave, and holidays. Optional group medical life insurance and health maintenance plans are

available. Participation in one of the several retirement plans is required. Send letter of application with resume, and names, addresses, and telephone numbers of three professional references to: Debra B. Bryson, Assistant to the Dean, Earl K. Long Library, University of New Orleans, New Orleans, LA 70148. Application deadline: January 15, 1999. The University of New Orleans is an equal opportunity, affirmative action employer.

FAMILY AND CONSUMER SCIENCES LIBRARIAN. University Librarian, California State University, Long Beach. Tenure-track position available June 1, 1999. The Family and Consumer Sciences librarian will provide course instruction and develop instructional materials, will develop the library's collections and services for assigned disciplines, will work in a cooperative centralized reference environment which requires evening and weekend hours, will be active in library and University committees, will participate in professional activities and research, including publication. Librarians have full faculty status and are represented by the California Faculty Association. A graduate degree from an ALA-accredited institution or equivalent professional library degree is required. Appointment and salary will be commensurate with qualifications and experience (\$43,584-\$69,708). Review of applicants will begin on February 1, 1999. Representatives of the library will be available to provide information about the position and the library at the CLA Conference in Oakland and at the ALA Midwinter Meeting in Philadelphia. For an application packet, contact the library at (562) 985-7839 or mancyk@csulb.edu. EO/AA/Title IX employer.

FOREIGN LANGUAGE REFERENCE AND ACQUISITIONS LIBRARIAN. Position redefined and search reopened. Middlebury College has a strong reputation for teaching foreign languages during the regular academic year and in the summer intensive programs. We are seeking an innovative, dynamic, and versatile individual who will report jointly to the heads of reference and collection management. Responsibilities: Interact with faculty and students to identify and anticipate information needs and deliver reference services, including bibliographic instruction, individual

NEW POSITION VACANCIES (Search Extended)

Mississippi State University Libraries

1. LIBRARY INSTRUCTION SERVICES TEAM LEADER

Rank: Assistant Professor

Recent teaching experience and current professional library experience in an academic environment, including teaching information literacy employing emerging instruction methods and technologies; intensive work in a networked teaching and learning environment, including the Internet, WWW and other multimedia and electronic resources; broad experience with a wide variety of print and electronic reference materials; demonstrated ability to work independently, collaborate as a part of a team, and as a team leader, as circumstances warrant; excellent oral and written communication/presentation skills; and demonstrated initiative in outreach activities. Must have the potential for meeting the requirements for tenure and promotion. Highly desired: Experience in instructional planning, design and evaluation; supervisory experience; knowledge of the application of new technologies to the delivery of instruction; good time-management skills; Web-page development experience; familiarity with technology related to Web-based instruction; an additional graduate degree; and experience dealing with a diverse, multicultural and nontraditional student body.

2. UNIVERSITY ARCHIVIST

Rank: Instructor

Responsible for the accessioning and processing of all pertinent university material and making such material available for research and university administrative needs; for expanding the holding of the university Archives by soliciting pertinent materials from university faculty, staff, alumni, and other sources; coordination of the university records management program in accordance with records management guidelines as established by the laws of the state of Mississippi for state agencies; coordination of the university oral history program; participation with other special collections faculty and staff in providing reference service, including extended hours on a rotating basis; participation with other departmental faculty in planning and management of the department; for continued growth as a faculty member in the areas of teaching, research, and service; participation in collection development for an assigned university department; participation in departmental and library outreach programs. The University Archivist reports to the Coordinator of Special Collections and is responsible for the supervision of staff and student assistants assigned to the university archives division of Special Collections. The University Archivist is responsible for additional duties as may be assigned by the Coordinator of Special Collections and/or the Dean of Libraries. Qualifications: Master's degree from an ALA-accredited program and/or an M.A. in history; in either case, the degree(s) must include course work in archival administration; at least one year work experience in a university archives; supervisory experience in an archival setting; strong communication and interpersonal skills; superior organizational skills and the ability and willingness to work independently within a team environment and the ever changing dynamics of a library and university environment, Preferred: At least one year's experience working as a university archivist.

3. SCIENCE REFERENCE LIBRARIAN

Rank: Instructor

Primary responsibilities include serving as library liaison to the science departments; responsible for collection development and library orientation in sciences; providing reference service for scheduled

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research consultations, and library guides on the WWW. Work with faculty, acquisitions staff, and materials vendors to design and implement assessment and development programs for foreign language materials in all formats, recommend acquisition policies and budget allocations, and evaluate materials vendors. Requirements: ALA-accredited Master of Library Science; one to two years post-MLS experience in an academic library reference department. Spoken fluency required in at least one Western European language taught at Middlebury College (Spanish, French, Italian, German, or Russian); reading knowledge of another language taught at Middlebury desirable. Familiarity with use and application of microcomputers in a fully networked campus environment. Full position description at <http://www.middlebury.edu/~lib/libwebnew.html>. Salary is competitive. Comprehensive benefits package, including 24 vacation days annually and TIAA/CREF retirement program. Review of applications begins January 15, 1999, and will continue until the position is filled. Send letter of application, resume, and names, phone numbers, and e-mail addresses of three professional references to: **Middlebury College**, Human Resources Office, Service Building, Middlebury, VT 05753;

Fax: (802) 443-2058. Please do not respond or apply electronically. Middlebury College is an AA/EEO/ADA employer.

GOVERNMENT DOCUMENTS/MICROFORMS COORDINATOR. Assistant Librarian (tenure-track) position Louisiana State University Libraries. Energetic and committed librarian is sought to manage and direct the activities of the Government Documents/Microforms collections and services at the LSU Libraries. Position reports to the Head, Reference Services, and serves as Regional Librarian for the Federal Depository Library Program. Responsibilities: Supervises the technical processing, collection development, maintenance, and online circulation of U.S. and UN government documents; administers the NRC Public Documents Reading Room; plans and implements programs and services to increase awareness and use of the collections and of government information, including maintenance of the Libraries' Federal Agency Web Page and GPO Access Page; serves as a resource specialist for government information, providing both in-depth reference/research assistance and instruction; plans and implements policies and procedures for the Micro-

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hours at the general reference/information desk (including some nights and weekends); delivery of information using electronic indexes/databases and printed sources; developing library instruction tools both online and in print; providing library instruction as assigned; collection development and liaison responsibilities with academic departments to be designated; and additional tasks according to individual strengths and experience. Reports to the Coordinator of Reference. Requirements: experience in broad-based information access/reference skills primarily in the use of electronically accessible database systems; ability to develop training programs for staff and student assistants; participation in activities related to the criteria for promotion and tenure; excellent communication and interpersonal skills; strong service orientation; and an ability and willingness to work independently within a team environment and a changing library and university environment. Experience in fee based database searching preferred.

4. SERIALS LIBRARIAN

Rank: Instructor

Duties include assisting in the day-to-day management of the serials department, which is responsible for the ordering, receipt, invoicing, binding and fiscal control of serials in all formats. Works with the serials staff to ensure the timely access of materials with responsibility for claiming, setting unit goals, and monitoring work flows. Works closely with the cataloging unit to ensure accurate bibliographic entries and resolve receipt problems. Participates in appropriate collection development activities as a library liaison to one or more academic departments. Reports to the Coordinator of Serials. Qualifications: Familiarity with the serials trade and with current trends in serials management and control. Experience using computer applications in word processing, database management, and spreadsheets. Excellent oral and written communication skills. Evidence of initiative, flexibility, and ability to work creatively in a rapidly changing environment. Interest in personal scholarly achievement and professional development. Must be able to meet the MSU Libraries' promotion and tenure requirements. Highly Desired: Experience with the DRA Serials and Acquisitions modules. Experience with bibliographic utilities (preferably OCLC). Reading knowledge of at least one foreign language.

SALARIES: (Depending on qualifications and/or experience): Assistant Professor: \$35,000 ; Instructor: \$27,000.

Master's degree from an ALA-accredited program required. Excellent benefits package. Faculty rank, privileges, and responsibilities; twelve month appointment.

Submit application, resume, and names/addresses/telephone numbers/e-mail addresses of three professional references to:

Debra Fairbrother
Administrative Assistant to the Dean
Mississippi State University Libraries
P.O. Box 5408
Mississippi State, MS 39762.

Applications accepted until suitable applicant is found. For information on Mississippi State University community, see the University's website at <http://www.msstate.edu>.

Mississippi State University is an EEO/AA employer.

forms collections; provides reference assistance at a combined general reference/government documents desk; serves as Selector and Liaison for one or more subject areas. Works to meet tenure/promotion requirements. Required Qualifications: ALA-accredited MLS, two years experience with government information; reference experience in an academic setting; knowledge of and experience with electronic information sources including CD-ROM and Internet; knowledge of microcomputer applications; ability to create Web documents; ability to work well with colleagues and diverse clientele; excellent oral and written communication skills; demonstrated ability to meet requirements for tenure and promotion. Preferred Qualifications: Instruction experience for government information; experience with NOTIS online catalog system and with MARCIVE/GPO catalog records. For more complete description, go to <http://lib.lsu.edu/lib/jobs/index.html>. Salary: Commensurate with qualifications and experience, \$30,000 minimum. Send letter of application and resume with names, addresses, and phone numbers of three references to: Documents Librarian Screening Committee, Attention: Caroline Wire, 295 Middleton Library, Louisiana State University, Baton Rouge, LA 70803. Preference will be given to applications received by December 31, 1998.

GOVERNMENT INFORMATION LIBRARIAN. Louisiana State University in Shreveport Noel Memorial Library LSUS enrolls 4,500 students in undergraduate and graduate programs and serves as the comprehensive urban commuter university of northwest Louisiana. The Noel Memorial Library opened a new facility in fall, 1994 with increased technology. Due to the recent retirement of a long-term employee, we are pleased to announce a tenure-track faculty position. This position requires a commitment to public service and the ability to work independently and cooperatively in a team setting. Preferred starting date is March 1, 1999. Government Information Librarian. Responsibilities: Reports to Head of Research Services, oversees state and federal depository collections, provides in-depth reference services, prepares user guides, delivers classroom instruction, acts as a liaison with academic departments, and participates in rotating centralized reference desk duty. Qualifications: MLS from an ALA-accredited program and professional experience with U.S. Government print and electronic resources in a depository setting. Preferred: legal resource and instructional experience. Twelve month salaried position, tenure track, state benefits, minimum salary \$27,000. Please send a letter of application, vita, and names, addresses, phone numbers, and e-mail

TECHNOLOGY TEAM LEADER

Wake Forest University Z. Smith Reynolds Library

Wake Forest University is searching for an innovative and dynamic Technology Team Leader to join the staff of the Z. Smith Reynolds Library.

The Technology Team Leader provides leadership for the planning, development, implementation, maintenance, and evaluation of the Z. Smith Reynolds Library's technology activities. The Technology Team Leader is the library's primary technology liaison with WFU Information Systems, the Worrell Professional Center Library, the Coy C. Carpenter Medical School Library, and regional and statewide library technology initiatives such as NC LIVE. The Technology Team Leader is a member of the Library's Administrative Council and reports to the Director of the Library.

The Technology Team administers and maintains the Voyager Integrated Library System, electronic resources, computer hardware and software resources, multimedia resources and services, electronic classrooms, technology training initiatives, and the library's Web pages.

The Technology Team Leader supervises and evaluates the staff of the core Technology Team (2 professionals and 4 technical support staff); manages and coordinates the functions of an expanded Technology Team of 13 members; facilitates communication and problem solving; serves as a mentor and resource to team members; participates in the library's budget planning process, with particular responsibility for technology-related requests; participates in overall library management with other team leaders and department heads.

Required: MLS from an ALA-accredited school or graduate degree in Information Sciences/Systems, or equivalent; experience with integrated library systems, electronic information resources, micro-computers, and client-server environment; operational experience with an environment that includes LAN's, Internet, TCP/IP, Windows 95, Windows NT, Unix; knowledge of current trends in computer, information, and library sciences and the ability to articulate effective responses to changing opportunities in the delivery of information; excellent communication and interpersonal skills; strong customer service orientation, organizational skills, management skills, and ability to work well in a team environment.

The Reynolds Library enjoys strong support, with an operating budget of \$5 million. Over one million volumes are housed in the fully automated library. A collegial organizational structure has been implemented to assure that the library will be flexible and proactive in serving users in a changing technological environment. The library plays a lead role in the development and delivery of computer/information technology training on campus. As our undergraduates receive IBM laptops with standard and special software, this is a large responsibility.

Wake Forest University is a private, liberal arts university located in Winston-Salem, North Carolina. Consistently ranked among the nation's best schools, Wake Forest offers a values-based education distinguished by small classes, faculty-student interaction, and a commitment to the student's personal as well as intellectual growth.

This 12-month professional position carries excellent benefits. Salary is commensurate with experience and qualifications. To apply, send letter of application, curriculum vitae, and names, addresses, telephone numbers, and e-mail addresses of three references to:

**Director of the Library
Z. Smith Reynolds Library
Post Office Box #7777
Wake Forest University
Winston-Salem, NC 27109**

Wake Forest University is an affirmative action, equal opportunity employer.

addresses of three recent professional references to: Vivian Garcia, Secretary to the Search Committee, Louisiana State University in Shreveport, Noel Memorial Library, One University Place, Shreveport, LA 71115. Review of applications begins January 20, 1999. LSUS is an Affirmative action, equal opportunity university.

HEAD OF THE LOAN DIVISION, Access Services Department. Stanford University Libraries/Academic Information Resources is seeking a professional librarian with managerial, public service and circulation experience

in an academic research library to manage the Loan Division and its Portal Unit as well as oversee the activities of the Stanford Auxiliary Library. The Loan Division of the Cecil H. Green Library, Stanford's main library in the humanities and social sciences, processes 500,000 circulation transactions annually and is staffed by 10 FTE library specialists, five FTE portal monitors and 2.5 FTE student assistants. The Stanford Auxiliary Library, the University's on-campus storage facility, is staffed by 3.5 FTE employees. The incumbent will ensure that circulation processes and perimeter control and collection security processes are effectively handled, that

HEAD, PRESERVATION DEPARTMENT

Northwestern University Library

RESPONSIBILITIES: The Head of the Preservation Department has chief responsibility for managing the university library's preservation activities and for continuing to develop a comprehensive preservation program for the library's general and special collections, for various formats. Provides leadership for the preservation department, which consists of the materials processing unit (preparation and quality control work for commercial binding, mass deacidification, reformatting, and grant-funded microfilming projects), the conservation lab, the preservation digitization technology unit, and a User-based Replacement Program. Supervises and evaluates the work of eight FTE staff and one .75 FTE librarian as well as temporary staff working on grant projects. Manages interdepartmental and interdivisional coordination of preservation activities; the education program for staff and library users; and special programs and projects. Pursues grant opportunities for special programs in preservation including reformatting, mass deacidification, digitization, and conservation. Evaluates collections for preservation and reformatting and monitors environmental conditions of stacks and collections. As the leader of library-wide preservation efforts for all divisions of the Library, the head of Preservation works in close cooperation with bibliographers and selectors in setting preservation priorities, and with Technical Services staff who provide bibliographic access. Promotes the Library's mission to digitize parts of the collection, investigates applications of digital technology for preservation, and participates in imaging and digitizing in accordance with Library priorities. May act in consultation with other Library units and faculty for digital projects. Maintains disaster plan and oversees disaster team that deals with Library collections. As department head, serves on the Library's Management Council. Represents the Library to external organizations, such as the CIC, on matters concerning cooperative programs for preservation and contractual services.

QUALIFICATIONS: MLS from an ALA-accredited library school and a minimum of three years of experience in the comprehensive preservation program at a research library, or comparable professional experience. Knowledge of current trends in preservation required. Background in reformatting or conservation required; knowledge of issues involved with imaging technologies, project management, and access required. Budgetary and resource allocation expertise essential. Administrative experience and proven record in successfully applying for and managing funded grant projects. Excellent written and oral communication skills. Ability to build consensus to initiate programs, coordinate programs, and serve as a member of a project team.

SALARY: \$45,000 minimum.

APPLICATION DEADLINE: Applications received by **January 15, 1999** will be given first consideration.

Send letter of application and resume, including names of three references, to:

**Peter Devlin
Personnel Library
Northwestern University Library
1935 Sheridan Road
Evanston, IL 60208**

Northwestern University is an Equal Opportunity/Affirmative Action Employer. Hiring is contingent upon eligibility to work in the United States.

circulation services information is accurately conveyed, and that policies/procedures are followed. Hires, supervises, evaluates 4 library specialists, oversees other Division employees and takes responsibility for Division budget, payroll and activity analysis/reporting. Serves as liaison with Technical Services and Systems Department staff. After appropriate training period, will manage the functional aspects of the circulation module of the Unicorn transaction processing system. Qualifications: MLS from an ALA-accredited library school or equivalent, experience with PC-based applications and familiarity with library automated systems in a comparable environment. Effective communication and interpersonal skills and excellent bibliographic and technical skills are essential. Experience with the Unicorn circulation system is preferred. Send resumes by December 31, 1998 to: Sheilaugh Sebastian, Libraries & Academic Information Resources, Sweet Hall, Room 415, 590 Escondido Mall, Stanford University, Stanford, CA 94305-3090. AA/EOE.

LIBRARIAN/TECHNICAL SERVICES COORDINATOR. Provide leadership for online catalog management; oversee cataloging/processing activities including supervision of two FTE support staff; provide backup

support for online system (Horizon) maintenance. Coordinate interlibrary loan activities. Supervise 1.5 FTE support staff. Library instruction, collection development, traditional reference service, and liaison work with faculty. Weekend and evening reference on a rotation basis. MLS or equivalent. Background or subject specialty in the biological, medical, or behavioral sciences preferred, as are two to three years experience in a college library. Demonstrated ability to work with library colleagues, faculty, and students. Experience with LC classification and authority files, MARC formats, automated catalog procedures, bibliographic utilities, and library computer applications. Collections exceed 300,000 items. Messiah College is a Christian college of the liberal Anabaptist, Pietist, and Wesleyan traditions. Position open February 20, 1999; to be filled no later than July 1, 1999. Starting salary \$37,000-\$40,000, twelve-months. Excellent benefits. Submit letter of inquiry, vita, references, and placement file (if available) to: Jonathan D. Lauer, Library Director, Messiah College, Grantham, PA 17027. AA/EOE.

MANUSCRIPTS CURATOR. The St. Louis Mercantile Library at the University of Missouri-St. Louis seeks applicants for the position of



ASSISTANT TO THE DIRECTOR FOR LIBRARY MARKETING AND COMMUNICATIONS

(Search #99A206)

The University of Connecticut Libraries

The University of Connecticut Libraries are dramatically transforming our programs and services. A critical element in the success of that transformation is the creative development and deployment of an effective communications program to the various constituencies of the library. The library seeks an individual to lead and direct such an effort. Reporting to the Director of Libraries, this newly created position, based in the recently renovated Homer Babbidge Library, offers the opportunity to make significant contributions while working within a total team environment. The specific responsibilities of this position include: Leadership in the marketing and promotion of library programs and services, production of librarywide communications; development of specific marketing and promotion efforts in collaboration with the library liaison program, coordinating activities between the library and the university's public relations office; and acting as the primary author, editor, and editorial consultant for various library publications.

Minimum qualifications include: Baccalaureate degree and work experience in marketing, promotion and /or communications; at least three years relevant full-time experience as a writer, editor, and/or communications/design-layout specialist (portfolios of work may be requested in advance of appointment); experience in communications/publications productivity software with advanced knowledge of presentation and word-processing techniques; working knowledge of Web-based design and associated productivity software.

Preferred qualifications: ALA-accredited MLS or advanced degree in marketing or communications; prior work experience in libraries or higher education; demonstrated focus-group facilitation skills.

Salary range: Hiring range is \$36,959-\$48,047, commensurate with experience.

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

Elizabeth Tonucci
Library Human Resources Manager
University of Connecticut Libraries
Box U-5A, 369 Fairfield Road,
Storrs, CT 06269-1005

Screening will begin immediately and continue until the position is filled.

For further information about the UConn Libraries or to see a complete job description for this position, see our home page at <http://www.lib.uconn.edu>.

At the University of Connecticut, our commitment to excellence is complemented by our commitment to building a culturally diverse staff. We actively encourage minorities and people with disabilities to apply.

Manuscripts Curator. The Mercantile is the oldest library west of the Mississippi and the grandparent of all cultural institutions in St. Louis with holdings primarily related to various American studies subjects. The holdings include over 210,000 books, 10,100 linear feet of manuscript and archival resources, paintings, sculptures, and one million photographs, as well as a distinguished historical newspaper collection and the clipping file of the *St. Louis Globe Democrat*, established in the 1850s. Duties: The Manuscripts Curator is responsible for administering and cataloging the manuscript collections. Specific duties include acquisitions, processing, preservation, manuscript-related reference services, and collection development as well as maintaining effective donor relationships. Position reports to the Director of the St. Louis Mercantile Library at UM-St. Louis. Qualifications: Required: ALA-accredited MLS or humanities or social sciences degree. Desirable: Second Master's degree in a related field such as American History; at least three years professional experience in a research library or manuscript repository setting; reading knowledge of a foreign language such as French; knowledge of AMC format, AACR2, LC Rule interpretations, and LC subject headings; as well as general expertise with computers, networks, and digital access techniques and issues; strong organizational, interpersonal, and communication skills;

and a commitment to quality public service. Salary is commensurate with experience. Applications will be accepted until the position is filled. Those received before January 4, 1999 will be given first consideration. Please submit a letter of application, current resume, and the names of three references to: John N. Hoover, St. Louis Mercantile Library at UM-St. Louis, 8001 Natural Bridge Rd., St. Louis, MO 63121. UM-St. Louis is an equal opportunity, affirmative action employer committed to excellence through diversity.

MUSIC LIBRARIAN. Furman University is seeking a creative, service-oriented music librarian to manage the new, state-of-the-art Maxwell Music Library. This individual will supervise all aspects of the music library, meeting the curricular and research needs of patrons, managing student workers, and acting as library liaison to the music department for both collection development and public services. The music library, which opened in March 1998, includes print, audio, and digital music resources. The collection consists of over 10,000 books and scores, 1,200 compact discs, and 60 periodicals. The facility, located in the Maxwell Music Media Center, includes individual listening stations and adjoins a music computer lab with MIDI capability. Reports to the Director of University Libraries.

INSTRUCTIONAL SERVICES/REFERENCE LIBRARIAN

George Mason University

DUTIES: Responsible for providing general reference services; designing, assessing, and implementing instructional series, including curriculum-based instruction, walk-in instructional sessions, Web-based tutorials, library orientations, and individual student appointments; developing the Johnson Center undergraduate collection, including leading a team of selectors in a designated subject area and participating in outreach initiatives to the Johnson Center and university community. Each Johnson Center Librarian is also responsible for providing leadership and coordination of a library function or activity. This position will be responsible for providing leadership in reference services, including the scheduling of the reference service desk, initiating reference outreach to the Johnson Center community, and facilitating communication regarding reference services among librarians. Duties may include development of Johnson Center reference collection. Reports jointly to the Johnson Center Librarian and the Associate Director for Information Services.

QUALIFICATIONS: Required: ALA-accredited MLS and library reference experience; experience with electronic and Web-based resources; experience providing library instruction. Preferred: Experience in developing undergraduate collections. Desired: Second master's Degree; experience using HTML and development of Web pages; supervisory experience.

GENERAL: These are twelve-month appointments. Excellent state benefits.

SALARY: \$33,500+ depending on experience. To learn more about George Mason University visit <http://www.gmu.edu>.

TO APPLY: Send letter of application, resume, and names, addresses, and phone numbers of three current references to:

**Instructional Services/Reference Librarian Search
Library Administration
MSN 2FL, George Mason University
Fairfax, VA 22030-4444**

Deadline for Applications: **December 30, 1998.**

AA/EOE employer, minorities encouraged to apply.

Furman University is a selective, nationally ranked liberal arts college. Furman is strongly committed to the development of the whole person—spiritually, socially, and physically, as well as academically. Additional information is available on our Website at <http://carolus.furman.edu/library>. Requirements: ALA-accredited MLS, degree in music, knowledge of music resources, familiarity with library information technology, strong communication and interpersonal skills, and commitment to public services. Salary and benefits: Librarians have faculty status, 20 days vacation, and an excellent benefits package. For salary and benefits information contact the university personnel office at (864) 294-2217. Applications: Review of applications will begin December 15, 1998. Submit letter of application, resume, transcripts (copy acceptable initially), and names, addresses, and phone numbers of three references to: John K. Payne, Associate Director of University Libraries, Furman University, 3300 Poinsett Highway, Greenville, SC 29613-0600; phone (864) 294-3098. AA/EOE/ADA.

PSYCHOLOGY/COMMUNICATION STUDIES LIBRARIAN. University Library, California State University, Long Beach. Tenure-track position available June 1, 1999. The Psychology/Communication Studies librarian will provide course instruction and develop instructional materials, will develop the library's collections and services for assigned disciplines, will work in a cooperative centralized reference environment which requires evening and weekend hours, will be active in library and university committees, will participate in professional activities and research, including publication. Librarians have full faculty status and are represented by the California Faculty Association. A graduate degree from an ALA-accredited institution or equivalent professional library degree is required. Appointment and salary will be commensurate with qualifications and experience (\$43,584-\$69,708). Review of applicants will begin on February 1, 1999. Representatives of the library will be available to provide information

about the position and the library at the CLA Conference in Oakland and at the ALA Midwinter Meeting in Philadelphia. For an application packet, contact the library at (562) 985-7839 or nancyk@csulb.edu. EO/AA/Title IX employer.

RARE BOOK CATALOGUING POSITION. The John Carter Brown Library at Brown University is seeking candidates for a two-year, grant-funded cataloguing position. The library specializes in the collection of printed materials pertaining to the Americas, North and South, during the colonial period, 1493 to circa 1830. Qualifications: ALA-accredited MLS degree or equivalent; two to three years of professional rare book cataloguing experience using AACR2Rev., Descriptive Cataloging of Rare Books, LCSH, and MARC formats; familiarity with the RLIN cataloguing system; reading knowledge of Portuguese and/or Spanish. Salary range \$30,200-\$34,000 based on experience. Send letter of application, resume, and names/addresses of three references to: Department of Human Resources, Brown University, Box 1879, Providence, RI 02912.

REFERENCE, INSTRUCTION, & CURRICULUM DEVELOPMENT COORDINATOR, PUBLIC HEALTH INFORMATION SERVICES & ACCESS. University of Michigan. PHISA (Public Health Information Services & Access) represents a dynamic and cohesive unit within the University Library System and the School of Public Health with responsibility for wide-ranging, innovative information services in support of the teaching, research, and outreach mission of its public health constituency, including library, network and computing, and Web design services. Duties: Participate in the organization and provision of quality reference and mediated search services and assist with unit training. Assist/instruct users in use of library and its resources; provide general information to library users and answer reference questions of varying complexity; solve bibliographic problems; interpret policies and procedures. Prepare statis-

TWO POSITIONS

Oregon State University

Oregon State University invites nominations and applications for two Associate University Librarians (AULs). We are seeking applicants with strong leadership skills who are innovative, flexible, collaborative, and committed to creating the library of the future.

AULs have key roles in policy decisions, organizational planning, and budget allocations. They are responsible for providing leadership and counsel regarding the future direction of libraries and library services. Each AUL will have a distinct portfolio:

AUL FOR ACCESS, COLLECTIONS AND TECHNICAL SERVICES

AUL for Access, Collections and Technical Services provides leadership in all aspects of collections management including selection, acquisition, cataloging and circulation. Skills in workflow analysis are highly desirable.

AUL FOR PUBLIC SERVICES AND INNOVATIVE TECHNOLOGY

AUL for Public Services and Innovative Technology provides leadership for reference and instruction services, special collections, government information and maps, ongoing digitization projects and the branch library. Experience in assessing library services in relation to campus needs is highly desirable.

Both positions are tenure-track and require an ALA-accredited MLS or foreign equivalent; minimum of five years management experience in medium-to-large library; excellent communication skills; record of research and scholarship; knowledge of the principles of library management and organization; demonstrated commitment to working with and through teams; ability to articulate how emerging technologies influence teaching and scholarship; excellent interpersonal and critical problem solving skills; and a passion for libraries. Salary and rank commensurate with education/experience as it relates to the position. Excellent benefits.

Submit letter of application (addressing specific requirements for the position(s) of interest), resume, and three references to:

Melissa Maloney
121 The Valley Library
Oregon State University
Corvallis, OR 97331-4501
FAX: 541/737-3453
E-mail: Melissa.Maloney@orst.edu

For full consideration apply by **December 18, 1998**; applications will be accepted until positions are filled.

For more information about these positions or the OSU University Libraries, please visit our web site at: <http://www.orst.edu/dept/library/>.

Oregon State University is an Affirmative Action/Equal Opportunity Employer.

tical reports. Perform online searches in a variety of databases. Design, develop, and teach education programs for SPH faculty, staff, and students. Design, develop, and implement instructional materials and handouts (print and electronic). Assist with daily management of departmental electronic information services. Participate in evaluation of new electronic information sources and software. Select materials in both print and electronic formats in selected areas. Position is jointly funded through the university library (75% permanent funding) and the School of Public Health (25% on temporary funding with possibility of extension.) Qualifications: Required: Ala accredited MLS. Bachelor's degree in the biological, health, or social sciences, and/or one year professional experience in a health sciences library, including reference, instruction, and online searching of MEDLINE and other health-related databases. Experience with installing and troubleshooting microcomputers software and hardware in a multiplatform environment. Demonstrated oral and written communication skills. Demonstrated ability to work effectively with culturally diverse faculty, students, and staff. Desired: Knowledge of current and emerging multimedia and networking

technologies. Experience with Internet-based information resources and government documents. Rank, salary, and leave: Rank of Assistant Librarian. Final salary dependent on years of previous relevant professional experience. (Minimum salary: \$31,000); 24 working days of vacation a year; 15 days of sick leave a year with provisions for extended benefits. To Apply: Send cover letter & copy of resume to: Lucy Cohen, Library Human Resources, 404 Hatcher Graduate Library North, University of Michigan, Ann Arbor, MI 48109-1205. Application Deadline: Applications received by December 21, 1998 will be given first consideration. The University of Michigan is a non-discriminatory, affirmative action employer.

REFERENCE LIBRARIAN. East Carolina University, Academic Library Services, Joyner Library. (Minimum salary \$28,000 depending upon qualifications and experience) Qualifications: Requires ALA-accredited Master's degree or international equivalent; knowledge of print and electronic reference tools; excellent written and oral communication skills; demonstrated analytical and organizational skills; demonstrated flexibility and

DOCUMENTS LIBRARIAN (Search Reopened)

New York University Libraries

U.S. government documents librarian and subject specialist in U.S. politics and public administration. Administer, plan, promote, evaluate U.S. depository collection; supervise staff; manage electronic government resources; provide business/social science/documents reference and user education; select print and electronic media; work closely with faculty and students.

Requires accredited MLS; two years government documents experience in academic, public, or special library; knowledge of trends in government information; experience with print and electronic library resources and services, electronic information retrieval, Internet, and other electronic resources; and user education. Excellent communication skills; strong service orientation. Supervisory experience, graduate study in relevant field preferred.

Faculty status, attractive benefits package. Salary commensurate with experience and background, minimum \$36,000.

Send resume and letter of application, including 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**

Preliminary interviews will be held at ALA. Resumes accepted until position is filled, but no later than **December 31, 1998**.

NYU encourages applications from women and members of minority groups.

initiative; strong commitment to public service and information literacy; ability to work effectively with faculty, staff, students, and community members. Preferred: Subject Master's or other advanced graduate studies. Reference experience in an academic or large public library. This person reports to the Head of Reference and is a member of the Reference Services Department. Responsibilities: Provides reference service, including evening and weekend rotation; actively participates in dynamic library instruction and outreach programs; develops collection and serves as liaison to academic unit in assigned subject area. East Carolina University has over 17,800 students in its College of Arts & 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 to the Division of Academic Affairs through two libraries, Joyner Library and the Music Library. An expansion and renovation project, scheduled for completion in 1998, will double the size of Joyner Library. Twelve-month tenure-track faculty positions with appointment at the rank of Assistant Professor. Professional achievement, service, and research/creative activity are required for tenure and promotion. Screening of applications will begin January 15, 1999 and continue until the positions are filled. For each position, send letter of application, resume, copies of all transcripts, and three current letters of reference to: Search Committee, Coordinator of Instructional Services, Becky Foster, Processing Assistant, Joyner Library, East Carolina University, Greenville, NC 27858-4353. Official transcripts

DIGITAL RESOURCES LIBRARIAN CALVIN

College



The Hekman Library (<http://www.calvin.edu/library/>) of Calvin College and Calvin Theological Seminary (Christian Reformed Church in North America) invites nominations and applications for the position of Digital Resources Librarian. The librarian leads the team responsible for designing, implementing, and maintaining a content-rich, well-organized digital library collection. The librarian plays a primary role in determining strategic and operational direction for the management, structure, and content of the digital library. Recognizing the needs of users and providing high-quality instruction are essential components of this position. The librarian also is a member of the reference and instruction team responsible for reference service and instruction to the entire Calvin community and for liaison services to selected academic departments.

Minimum qualifications are an MLS; commitment to the Reformed (Calvinist) faith; experience in Web design and page editors and other essential computer programs; experience in an academic library setting; demonstrated competency with microcomputer hardware and software and client/service technology; and experience in teaching and training.

Send a cover letter, resume, and names, addresses, and e-mail addresses of at least three references to:

**Connie Bellows
Director of Human Resources
Calvin College
3201 Burton SE
Grand Rapids MI 49546**

Deadline is **January 22, 1999**.

from each college or university attended will be required prior to any offer of employment. An equal opportunity/affirmative action employer. We accommodate individuals with disabilities. Applicants must comply with the Immigration Reform and Control Act.

REFERENCE LIBRARIAN/LIBRARY INSTRUCTION COORDINATOR. Assistant Librarian. Primary responsibility for the coordination and development of the Library Instruction Program, including instruction sessions, workshops, credit courses, and collaborative teaching. Students, faculty, and staff are instructed in the use of traditional and electronic resources using a variety of methods and media. Additional responsibilities include working regularly scheduled hours at the reference desk (including evening and weekend rotation) and maintaining the instruction handout collection. Some collection development responsibilities possible. Required: ALA-MLS and experience in teaching, training, or library instruction. Familiarity with a variety of electronic reference applications. Ener-

SCIENCE/REFERENCE LIBRARIAN

Amherst College

Position in the Robert Frost Library at Amherst College reporting directly to the College Librarian and reporting to the Head of Reference for Frost reference responsibilities. Primary responsibility will be to manage the daily operations of the newly renovated and expanded Keefe Science Library and to provide the science faculty and students with a knowledgeable advocate in the library. Serves as liaison to the science departments whose collections are housed in the science library: biology, neuroscience, chemistry, astronomy, physics and geology. Position will also coordinate reference services in the sciences. This includes personal assistance with both print and electronic sources, classroom and individual instruction in science information resources, mediated online searches, and development and maintenance of Web pages. Acts as liaison between the science library and the technical services department. Additionally, participates in general reference service in the Robert Frost Library (up to 6 hours weekly).

QUALIFICATIONS: MLS; minimum two years post-degree experience in science reference services, with a broad background in computers, Internet resources, and science and technology databases, particularly those available via STN and NCBI. Strong academic background and interests with an undergraduate degree in science preferred. Must be able to work successfully with faculty, students, and college administrators, with special attention to scientists' use of libraries. Must also be able to function in a general reference setting with a broad range of materials in the humanities and social sciences. Excellent oral and written communication skills required.

COMPENSATION: Competitive salary, excellent benefits.

Interested candidates should send a cover letter, resume, and the names of three references to:

Willis E. Bridegam, Librarian
Amherst College
Box 2256
Amherst, MA 01002-5000

A review of resumes will begin **December 1, 1998**, but applications will be accepted until the position is filled. For information about the Amherst College Library see <http://www.amherst.edu/~library>.

Amherst College is an Equal Opportunity/Affirmative Action employer and encourages women, minorities, and disabled persons to apply.

getic, motivated, and creative professional with a strong service orientation. Ability to work well as a team leader and team member, as well as independently; relates effectively with varied clientele. Must possess strong oral and written communication skills and be able to meet the responsibilities of a tenure-track appointment. Preferred: Academic library experience; knowledge of HTML and presentation software. Reports to the Director of IUSB Schurz Library Services. Twelve-month appointment beginning July 1, 1999 will be at Assistant Librarian rank. Salary: Competitive. Closing Date: January 29, 1999. Send letter of application, resume, and three letters of reference to: Rosanne M. Cordell, Chair, Search and Screen Committee, Franklin D. Schurz Library, **Indiana University South Bend**, PO Box 7111, South Bend, IN 46634; fax: (219) 237-4472; e-mail: rcordell@iusb.edu. IUSB is strongly committed to achieving excellence through cultural diversity. The university actively encourages applications and nominations of women, persons of color, applicants with disabilities, and members of other underrepresented groups. Visit our web site: <http://www.iusb.edu/~lib/g>.

RESEARCH LIBRARY RESIDENCY PROGRAM. University of Michigan (Three to four positions available). The University of Michigan Library seeks candidates for its Research Library Residency Program, Class of 1999-2001. The program, begun in 1983, offers recently graduated librarians two-year appointments in the library supplemented by professional discussions, workshops, and field trips. Appointments for the two years may be made in any area of the library. Recent assignments have included the instructional programs for Living/Learning Communities, Digital Library projects, Geographical Information Systems, special formats cataloging, government documents and general reference, and health science information services. Qualifications: Required: A graduate degree from an ALA-accredited program in Library and Information Science, received

since August 1997; evidence of academic success and research activity; strong interpersonal skills and ability to work effectively in a highly diverse environment; evidence of a high level of motivation and leadership potential. Salary and Appointment: Appointment will be made at the Assistant Librarian level with a salary of \$31,000. The university offers an attractive benefit package which includes 24 working days of vacation a year and 15 days of sick leave a year. The University of Michigan Library, with over 7,000,000 volumes, serves as a major international research facility. It is known for its innovative programs and a close liaison with the university's excellent School of Information. For the new resident the 110 librarians represent an array of subject and technical specialties that constitute a treasure in professional experience and knowledge. Application Procedures: The deadline for applications is February 16, 1999. For application information, contact: Program Coordinator, Research Library Residency Program, 818 Hatcher Library South, **University of Michigan**, Ann Arbor, MI 48109-1205; phone: (734) 764-2546; e-mail: residents.coord@umich.edu. The University of Michigan is a non-discriminatory, affirmative-action employer.

RESERVE/MULTIMEDIA SERVICES LIBRARIAN (SEARCH EXTENDED). Northwestern University Library. Summary: This is a split position. Reserve responsibilities include sharing in the supervision of one electronic reserve staff member; involvement in continuing development of the Electronic Reserve System (ERS); training of staff, student assistants, and faculty in use of scanning and other electronic technology; serving as a liaison to other reserve units on campus, faculty using reserve services, and staff from the Academic Technologies division of the University. Also assists in the General Information Center. The Reserve/Multimedia Services Librarian also supports the activities and operations of the Multimedia Development Lab within the Mitchell Multimedia Center. Functions include

COORDINATOR FOR INSTRUCTION SERVICES

Central Michigan University Libraries

The Central Michigan University Libraries are seeking qualified applicants for the position of Coordinator of Instruction Services. Principal responsibilities include providing leadership through planning and coordinating the university library's user instruction program; working with librarians and academic department faculty to develop and maintain technology-based instructional modules; developing instructional methods/materials to enhance the program; providing user instruction to individuals and groups; providing sessions for librarians on electronic tools to be used for user instruction; collaborating with university staff and librarians in support of distance education programs and Internet courses; providing reference and research support as assigned. The libraries' objective is to provide outstanding instructional services across the spectrum of print and technology-based approaches.

MINIMUM QUALIFICATIONS: MLS from ALA-accredited program. Leadership ability. Demonstrated teaching skills, with at least two years teaching experience, preferably in an academic library. Excellent communication skills. Enthusiasm and service-orientation. Knowledge of a wide range of electronic/Internet and print reference resources. Knowledge of html and experience with Web-page design. Ability to carry out assignments independently and cooperatively. Evidence of potential for earning tenure/promotion as a library faculty member.

PREFERRED QUALIFICATIONS: Experience teaching in a hands-on computer laboratory. Experience designing successful Web-based instructional modules. Additional graduate degree.

Salary commensurate with qualifications: Minimum \$36,500. Excellent fringe benefits. Position is a twelve-month tenure-track faculty appointment, reporting to the Head of Public Services.

Submit letter of application addressing qualifications for the position, resume, and names, titles, addresses, and telephone numbers of at least three references via mail to:

**Chairperson
Coordinator of Instruction Services Search Committee
207 Park Library
Central Michigan University
Mount Pleasant, MI 48859.**

Position is available immediately. Applications will be accepted and reviewed until position is filled.

Central Michigan University, a state institution offering bachelor through doctoral degrees, has an enrollment of approximately 17,000 on-campus students and 12,000 off-campus students. CMU is located in Mount Pleasant, an attractive small city 66 miles north of Lansing, positioned in the center of Michigan's Lower Peninsula. A building addition and renovation project is underway which, when completed, will include state-of-the-art, hands-on instruction facilities. Visit the libraries' home page at <http://www.lib.cmich.edu>.

CMU, an AA/EQ institution, is strongly and actively committed to increasing diversity within its community (see www.cmich.edu/aaeo.html).

server management and maintenance; supervision of part-time student assistants; training students, faculty, and staff in the use of the lab's software and hardware; collaboration on New Media Center initiatives, including the development of collections of digital materials; and assisting with staff training for the design, development, and implementation of library departmental Web sites. Responsibilities: Reserve: Supervises, trains staff in electronic reserve applications. Assists in the integration of new technologies and new approaches to the delivery of reserve services. Participates in the development of the ERS and the General Information Center. Provides training in the use of technology for ERS. Serves as liaison and trainer for other NU Libraries participating in electronic reserve projects. Coordinates efforts with Northwestern's Academic Technologies division and the Mitchell Multimedia Center on the ERS project. Maintains ERS on the UNIX server in the Mitchell Multimedia Center. Multimedia Development Lab: Has responsibility for the overall operation of the Multimedia Development Lab within the Mitchell Multimedia Center. Assists students, faculty, and staff working on a wide variety of multimedia projects, ranging from the very simple to the very complex. Supervises nine Multimedia Development Lab part-time student assistants, including hiring, training, scheduling, and evaluating. Collaborates with the head of the New Media Center project at Northwestern University on various projects and initiatives. Participates in projects to design and create digital collections. Assists with library-wide Web training and the implementation of

departmental Web sites. Performs other related duties as assigned. Qualifications: Master's degree from an ALA-accredited program in library science. High degree of familiarity with the Macintosh and Windows OS. A working knowledge of Web-based technologies, the use of the Internet in higher education, and awareness of current trends and developments in the use of the Web to deliver information and services. Must have excellent written and oral communication skills, the ability to work well with faculty, students, and colleagues, and a demonstrated high degree of initiative. Salary: \$27,500 minimum. To Apply: Send a letter of application and resume, including the names of three references, to: Peter J. Devlin, Personnel Librarian, Northwestern University Library, Evanston, Illinois 60208-2300. Application, received by December 31, 1998, will receive first consideration. Northwestern University is an Equal Opportunity/Affirmative Action employer. Employment eligibility verification required upon hire.

SOCIAL SCIENCES MONOGRAPH CATALOGER/SPECIAL PROJECTS LIBRARIAN. Kansas State University Libraries seeks eager and highly-motivated applicants for the position of Social Sciences Monograph Cataloger/Special Projects Librarian. The position reports to the Chair of the Technical Services Department. The libraries management structure relies on collaboration in a team environment. Responsibilities include 1) creating original cataloging records for social sciences monographs in all languages and formats using national and international

SYSTEMS LIBRARIAN

Union College

Union College, a highly selective liberal arts and engineering college of 2,000 students, founded in 1795 and located in Schenectady, New York, is searching for a Systems Librarian. The successful candidate will offer some combination of: Experience providing hardware and software technical support for library workstations as well as staff applications workstations; an in-depth understanding of Windows95/NT software and protocols, including Z39.50, TCP/IP, and WWW technology; familiarity with a variety of Windows-based productivity programs, the ability to manage, support, and troubleshoot LAN and CD-ROM library hardware and software. Experience with DRA also highly desirable. In addition to technical background, the successful candidate must demonstrate: Strong oral, written, and analytical skills; the ability to work within a collegial academic environment; and experience with staff training, budget management, and planning. Experience cooperating with the computer center in a college or university environment would be very helpful. Represents library on committees at the college and regional level. The Systems Librarian participates in library reference service, including some nights and weekends.

Minimum Qualifications: MLS or MSIS from an ALA-accredited program; three to five years relevant experience supporting an integrated library system in an academic library.

Schaffer Library has just completed a major building expansion and renovation. Visit our WWW site for additional information on both the library and Union College: <http://www.union.edu>.

Union College offers an exceptional benefits package including: Medical, dental, and vision insurance, life and disability coverage, a generous retirement plan and tuition remission.

Send letter of application, resume, and salary requirements to:

T. G. McFadden, Director
Schaffer Library
Union College
Schenectady, NY 12308

Review of applications will begin on **January 15, 1999**.

Union College is committed to a program of affirmative action and equal opportunity employment. Women and minorities are strongly encouraged to apply.

LIBRARIAN FOR SYSTEMS/ ELECTRONIC RESOURCES

Missouri Southern State College

Librarian for Systems/Electronic Resources wanted: We're looking for the new breed of librarian with a combination of library and technical computer skills. Responsible for networking, serve as library liaison with the computer center, be library Webmaster/Internet expert, and troubleshoot and maintain library personal computers, software, and networks. Will be the trainer for staff needs in regard to new programs and the statewide common library platform. Duties will be 60/40 Automation/Reference. (Reference duty on Tuesday night and one Saturday rotation per semester.) Must be personable and enthusiastic with the ability to present and do some bibliographic instruction. This is a wonderful opportunity for growth as you can help plan and implement the statewide common library program and services for the new library addition. Recent graduates will be considered with the proper blend of skills and potential. Missouri Southern is an innovative liberal arts college in a beautiful campus setting.

Join us in the beautiful Ozarks where housing is affordable, gas is consistently cheap, and family living is great. Plentiful recreational opportunities and easy access to large cities.

Requirements: ALA-accredited Master's degree, demonstrated potential or competence/experience with networks, CD-ROMs, personal computers, and expert's knowledge of MARC records. Preferred: Additional degree in computer science; familiarity with OCLC, image technology, working knowledge of NOTIS or another major automation system. Salary commensurate with qualifications and experience. Nontenure-track, faculty rank, state retirement, and social security, medical and life insurance, sick and vacation leave. TSAs and dental insurance available.

Review of applications will begin immediately. The position will be open until filled. The expectation is to have a decision by January 31, 1999.

To Apply: Send transcripts, resume, names of at least three references, and letter of interest to:

Missouri Southern State College
Charles H. Kemp, Head Librarian
3950 East Newman Road
Joplin MO 64801-1595

Visit our Web site at <http://www.mssc.edu>. Position starting date is negotiable.

Equal Opportunity Employer.

LIBRARY DIRECTOR

Texas A&M University-Kingsville

Texas A&M University-Kingsville invites applications for the position of Library Director. The university seeks an energetic and committed individual to provide innovative leadership in planning and implementing strategies to enhance library services. The successful candidate will manage a staff of over 30 and be responsible for planning, coordinating, administering, and updating all library programs, operations, services, budgets, and technologies. The library director will work closely with the university community and must articulate a vision for library services. The position is a twelve-month appointment and reports to the Provost.

The university, a member of the Texas A&M University system, has approximately 6,000 undergraduate and graduate students. Located in a small south Texas town, the Spanish-colonial style campus is 40 miles from Corpus Christi and 120 miles from Mexico. The James C. Jernigan Library has a collection of 500,000 volumes, provides access to numerous electronic resources and offers a variety of patron-focused services.

Information about the library is available at <http://oasis.tamuk.edu>.

QUALIFICATIONS: ALA-accredited Master's degree required, doctorate a plus. Five or more years experience with increased administrative responsibility in an academic library. Demonstrated growth in fiscal management. Knowledge of and experience with current technologies and all aspects of library operations. Grant writing experience desirable. Evidence of participatory management skills that foster successful working relationships. Ability to provide long-range planning to support academic and research services for faculty and students. Superior communication and interpersonal skills. Appreciation of diversity and ability to work effectively in a multicultural environment. A strong record of professional and scholarly activities.

Committed to excellence through diversity, the university particularly invites applications from minorities, women, veterans, and persons with disabilities. In compliance with the Americans with Disabilities Act, if accommodations are needed for the application process, please inform the Search Committee Chair.

APPLICATION: First review begins **February 1, 1999**. Salary is competitive. Letter of application, resume, and three letters of reference with contact information should be addressed to:

Wayne Gunn, Chair
Library Director Search Committee
c/o Sheryl Custer
Office of the Provost and Vice President for Academic Affairs
Texas A&M University-Kingsville
P.O. Box 102
Kingsville, Texas 78363-8202

Texas A&M University-Kingsville is an affirmative action/equal opportunity employer.

standards; 2) managing special projects including, but not limited to, managing or creating Web-based services; 3) serving as the Database Maintenance Team leader; 4.) supervising paraprofessional staff; 5) advising on and documenting policies and procedures, especially those related to social sciences cataloging and special projects; 6) cooperating with others in a team-based environment, which includes demonstrating initiative and flexibility; and 7) developing professionally. Required qualifications: ALA-accredited MLS, knowledge of AACR2rev, LC subject headings, LC classification, MARC formats, and national cataloging standards; experience with a bibliographic utility, preferably OCLC; outstanding communication skills; outstanding interpersonal skills. Preferred qualifications: Undergraduate major or advanced study in the social sciences and/or experience cataloging social sciences materials in an academic library; experience with an integrated online system; bibliographic knowledge of one or more foreign languages; supervisory experience, computer literacy, including creating or managing Web site files. Salary: Upper \$20s; tenure-track, twelve-month contract. Librarians have faculty rank and are eligible for tenure. Benefits include 22 annual vacation days, Blue Cross/Blue Shield health insurance, and choice of retirement plans. The libraries' online system is Voyager, a multitenant client/server-integrated library system developed by Endeavor. Hale Library, the university's main library, recently completed a \$28 million expansion and renovation. Other libraries include the Paul Weigel Library of Architecture, Planning, and Design; the Math/Physics library; the KSU College of Veterinary

Medicine library; the KSU-Salina campus library. Kansas State University is a land-grant institution with an enrollment of approximately 20,000 students. The university is sited on a 664-acre campus convenient to both business and residential districts. Manhattan, a community of 40,000, is located in the beautiful Flint Hills of northeast Kansas, two hours west of Kansas City. Review of applications will begin December 14, 1998. Anticipate on-site interviews to begin February 1, 1999. Send letter of application, resume, and the names addresses, telephone numbers, and e-mail addresses of three work-related references to: M. Jean Darbyshire, Director of Administrative Services, **Kansas State University Libraries**, Manhattan, KS 66506-1200. To contact Ms. Darbyshire, her telephone number is (785) 532-7465 and her e-mail is jdarby@lib.ksu.edu. KSU is an equal opportunity employer. [Http://www.lib.ksu.edu/geninfo/openpositions.html](http://www.lib.ksu.edu/geninfo/openpositions.html).

TECHNICAL SERVICES/AUTOMATION COORDINATOR, ASSISTANT PROFESSOR (TENURE TRACK). Kansas State University-Salina, College of Technology and Aviation is accepting applications for an experienced and innovative individual to administer the technical services and systems operations of the library and provide proactive leadership in all aspects of automated library and technical services operations. Responsibilities include: Coordination of technical activities, which include acquisitions, cataloging, and processing of library materials; managing emerging information technologies and their applications; general reference, bibliographic instruction, and collection development; use and operation of

DIRECTOR OF THE AUBREY R. WATZEK LIBRARY

Lewis and Clark College

Lewis and Clark College invites nominations and applications for the position of Director of the Library. We seek a creative and energetic individual who enjoys working with faculty, staff, and students in a close academic community; building collections to meet the needs of new and existing programs; sustaining the Library's strong reputation for individualized reference service and commitment to patrons; promoting the integration of the library with other services on campus; and facilitating library staff development. The Director of the Library must possess awareness of current issues in higher education, knowledge of both traditional and electronic library environments, an understanding of the evolving nature of scholarly communication and publishing, and the leadership to articulate and enact a vision for the future of library resources and services.

Lewis and Clark College is located ten minutes from downtown Portland, within Oregon's beautiful Willamette Valley. The College of Arts & Sciences carries out its undergraduate mission through arts and sciences programs, firmly rooted in the traditions of the liberal arts, complemented by postgraduate programs in the closely related professions of education and counseling. The Aubrey R. Watzek Library serves a campus population of 1,750 undergraduate and 600 graduate students.

The Director of the Watzek Library reports to the Dean of the College and administers an annual budget of \$1.6 million and a staff of 23 (including 7 librarians). Expanded and remodeled in 1995, the Watzek Library houses 245,000 volumes, 390,000 microform units, and 1,820 current periodical subscriptions. The Library possesses a growing number of electronic resources, some of which are acquired through consortial agreements with other libraries across the city, state, and region.

The successful candidate will hold a Master's degree in library science with an additional subject master's or doctoral degree. The Director will combine recent experience in progressively more responsible positions in academic libraries with demonstrated leadership in institutional and wider professional arenas. Comprehensive knowledge of information technology and library automation is essential, as are excellent communication skills and management ability.

Letters of application should include a curriculum vitae along with names, addresses, and telephone numbers of three references. Send applications to:

**Library Director Search
Office of the Dean
Campus Box 37
Lewis and Clark College
0615 SW Palatine Hill Road
Portland, OR, 97219**

Apply by **January 15, 1999**.

Lewis and Clark College is an Equal Opportunity Employer.

electronic resources, including Endeavor/Voyager. Evidence of knowledge and expertise with library online systems, CD-ROM, the Internet, HTML, and microcomputer applications required. Networking experience a plus. ALA-accredited MLS required. Basic science/technology background preferred. This person will be a liaison between KSU-Salina Library and KSU-Manhattan Library. The library seeks an individual with initiative, self motivation, energy, time-management skills, effective interpersonal skills, with a strong team spirit. Anticipated salary from \$29,000 to \$33,000 (depending on experience and qualifications) for a

twelve-month contract. Comprehensive benefits package. Applications will be screened beginning January 15, 1999 and continue until position is filled. Send letter of application, resume, and names, addresses, and telephone numbers of three references to: Beverlee R. Kissick, Director of Libraries, **Kansas State University-Salina**, 2409 Scanlan Avenue, Salina, KS 67401. The library is committed to improving the diversity of its faculty by actively seeking applications from a broad spectrum of individuals. Kansas State University-Salina is an affirmative action/equal opportunity employer.

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<http://www.ala.org/acrl/c&rlnew2.html>



REFERENCE & INSTRUCTION LIBRARIAN

CALVIN

College



The Hekman Library (<http://www.calvin.edu/library/>) of Calvin College and Calvin Theological Seminary (Christian Reformed Church in North America) invites nominations and applications for the position of Reference and Instruction Librarian. The Reference and Instruction Librarian will be the leading member of the reference and instruction team that provides reference assistance, instruction services, and acts as liaison to the faculty and students of the Calvin community.

Team responsibilities include staffing the information desk on a regular basis during the day and in rotation schedule for evenings and weekends; providing on-demand instruction for faculty requesting training in the use of library resources; extensive liaison service to academic departments, including collection development; and maintaining a high-quality reference collection. Individual responsibilities include supervision of interlibrary loan and Calvin Music staff; liaison to four or five departments; and coordinating the efforts of the other reference and instruction team members.

Minimum qualifications are an MLS or MLIS; commitment to the Reformed (Calvinistic) faith; experience in reference (traditional and digital); ability to work in a team environment; demonstrated ability to teach; aptitude for supervising peers; conversant with the latest computer technology as it relates to library services.

Send a cover letter, resume, and names, addresses, and e-mail addresses of at least three references to:

Connie Bellows
Director of Human Resources
Calvin College
3201 Burton SE
Grand Rapids, MI 49546

Deadline for applications is **January 8, 1999**.

NEED YOUR JOB OPENING POSTED YESTERDAY?

Post your ads on *C&RLNewsNet*, the web's **premiere** source for employment opportunities for academic and research librarians.

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For more information see our homepage at
<http://www.ala.org/acrl/advert3.html>.

REFERENCE/PERIODICALS LIBRARIAN

North Carolina Wesleyan College

NCWC is seeking a librarian to manage reference and serials. Responsibilities include managing serials collections; providing reference assistance and bibliographic instruction at both on-campus and off-campus sites; maintaining and enhancing the library's Web pages. Qualifications: ALA-accredited MLS. Knowledge of computers including office applications and the ability to create HTML-based WWW pages. Excellent oral and written communication skills. Excellent interpersonal communication and problem-solving skills. Desirable: one to three years of academic library experience in reference and/or serials management. Second Masters degree in a field appropriate for a liberal arts college. Experience in off-campus library services.

North Carolina Wesleyan College is a dynamic, growing liberal arts institution dedicated to engaging students of any age who want to succeed in life and work, and to develop those intellectual and social skills, and personal qualities of mind and heart, that will enable them to be responsible, productive, contributing, healthy, and fulfilled members of a diverse and free society in relation to their families, workplaces, communities, nation, and world. NCWC has approximately 810 traditional students on campus and 1300 adult students in Raleigh, Durham, and Goldsboro. The student body, both on campus and off, is highly diverse. A desire to work with both traditional and working adult students is important.

Initial application should include: a letter of application, a resume, original transcripts, and three letters of recommendation. Review of applications will begin immediately and will continue until a suitable candidate is identified. The position is available immediately.

Applications should be sent to:

Darrell Whitley
Director of Human Resources
North Carolina Wesleyan College
3400 N. Wesleyan Blvd.
Rocky Mount, NC 27804
<http://www.ncwc.edu>

EOE/AA.

CATALOG/ELECTRONIC ACCESS LIBRARIAN

Bucknell University

Information Services and Resources at Bucknell University seeks a dynamic, innovative, service-oriented librarian to join our organization as our cataloger of the future. Responsibilities include enhancement of access to information resources in all formats, including books, videos, audio and multimedia CD's, and Internet resources; keeping abreast of emerging trends in digital libraries; some original cataloging; implementation of new technologies to support cataloging functions; maintaining relationships with processing vendors; and serving as a resource person to other librarians and staff in matters relating to cataloging, database maintenance, and methods of access to electronic resources. This position also participates in collection development in selected subject areas and in liaison with faculty, and may participate in other public service functions.

REQUIREMENTS: ALA MLS or foreign equivalent, demonstrated knowledge of and interest in trends in access to digital information, minimum of one year post-MLS cataloging experience, knowledge of MARC and AACR2, experience cataloging with a bibliographic utility and an integrated library system, facility with computers, the ability to work both independently and in collaboration with others, flexibility, the capacity to learn quickly and constantly, and the ability to work effectively in a changing organization. Knowledge of one or more foreign languages would be a plus, as would a familiarity with metadata and EAD.

SALARY: Minimum \$35,000. For maximum consideration, submit letter, resume, and names of three references by **January 8, 1999** to:

Ray E. Metz
Associate Vice President for Information Services and Resources
Bertrand Library
Bucknell University
Lewisburg, PA 17837

Bucknell University encourages applications from women and members of minority groups (EEO/AA).

Extended posting available at: <http://www.isr.bucknell.edu/catjob.html>.



University Librarian

Chapman University seeks an energetic and visionary leader to serve as University Librarian. This position offers an opportunity for a talented library professional with strong academic interests, demonstrated skill in library administration and experience in fund raising to work with the university community in shaping the library for a successful and rapidly strengthening university of the twenty-first century. The successful candidate, in addition to directing traditional library services and collections, will have the opportunity to initiate ambitious programs to improve services, collections and facilities, and to continue the university's advances in integrating state-of-the-art information technologies in its library system. The new University Librarian, who will report directly to the Provost, can expect strong administrative support for initiatives to improve the library, as evidenced by the current capital campaign giving the library the highest fund raising priority.

Chapman, an independent, comprehensive university offering undergraduate, master's and doctoral degree programs, is the premiere independent alternative to public institutions in Orange County, CA. The university, with a strong track record of planned growth while maintaining an excellent academic reputation, is an exciting, dynamic environment where people of talent, vision and integrity are able to contribute substantively to the future of the institution. The Orange campus, located 30 miles southeast of Los Angeles in a culturally diverse community, serves approximately 2500 undergraduate and 1000 graduate students, while twenty Academic Centers throughout the western U.S. serve approximately 3500 students primarily in professional graduate programs.

Qualifications: A.L.A. accredited M.L.S. and master's degree in an academic discipline are required; Ph.D. preferred. Also required: demonstrated experience in academic library administration and the use of information systems in support of library functions. Recommended: experience providing library support to a diverse student body, a significant fund-raising record, including extra-mural grants, and evident ability to articulate a coherent vision of an academic library to a wide audience. The successful candidate will demonstrate exceptional communication skills, experience in collection development and the ability to respond to student and faculty needs in a growing university.

Responsibilities: The University Librarian provides leadership, supervision and budgetary oversight in all aspects of the university library, including (i) developing, communicating and implementing a vision of the library and a strategic plan for the library within the context of the university's strategic plan, (ii) acquiring resources, including extra-mural grant writing and private fund raising, needed to support library programs and facilities, (iii) planning, with active engagement of the faculty, for curricular and programmatic needs, (iv) coordinating efforts with the Office of Academic Computing to meet the information technological needs of students and faculty, (v) developing special collections (vi) staffing of the library, (vii) overseeing an extensive inter-campus library information systems network.

Applications and nominations: Nominations are welcome. Review of candidates will begin January 15, 1999 and will continue until the position is filled.

Submit cover letter, resume, evidence of qualifications, and a list of four references (including telephone numbers and email addresses) to:

Professor M. Andrew Moshier
University Librarian Search Committee
Chapman University, Orange, California 92866

Send e-mail questions to ulsearch@chapman.edu. See <http://www.chapman.edu> for further information about Chapman and the library.

Chapman University values diversity and is committed to providing equal career opportunities to all individuals.

LIBRARIAN I-III

Library Instruction Coordinator

- The Healey Library at the University of Massachusetts Boston is seeking a Librarian who will lead library colleagues and faculty and staff in designing and executing a dynamic library instruction program. The program will support the University curriculum and build on the Library's current instruction activities, and introduce new programs and methods to meet the challenges of the information age. The coordinator will form policies, assess needs, coordinate instructional services, develop and evaluate delivery mechanisms, including computer assisted and web-based instructional delivery models, train staff in appropriate teaching methods and monitor program effectiveness. Will also participate in the provision of reference services at the reference desk, including some evening and weekend hours.

QUALIFICATIONS: ALA-accredited MSL. One to five years experience in providing library instruction, including knowledge and use of electronic resources such as the Web, OPAC, and CD-ROMs. Strong communication skills; strong commitment to initiating outreach activities and experience in effective development of computer assisted and web based instruction is preferred. Salary: \$33,000 minimum. Position begins on July 1, 1999. Application deadline is January 4, 1999. Please send a cover letter, curriculum vitae, and names, addresses and telephone number of three references to: **Office of Human Resources, Search 230-175, University of Massachusetts Boston, 100 Morrissey Blvd., Boston, MA 02125-3393.** An Affirmative Action, Equal Opportunity, Title IX employer.

U M a s s B o s t o n

PHYSICAL SCIENCES REFERENCE BIBLIOGRAPHER

**Dartmouth College Library
Hanover, NN**

The Dartmouth College Library seeks a dynamic reference librarian and bibliographer for the Kresge Physical Sciences Library and Cook Mathematics/Computer Science Library

RESPONSIBILITIES: Reporting to the Physical Sciences Librarian, works as a member of an information services team providing reference services in an innovative and technically sophisticated environment utilizing the Dartmouth Online Catalog, the campus wide information system (DCIS), RLIN, and OCLC. Services provided include bibliographic instruction and user education; online searching using Dialog, STN, and CD-ROM systems; consultation with faculty to determine instructional and research interests; and collection management and development of print and electronic materials in selected areas of the physical sciences, mathematics, and computer science.

QUALIFICATIONS: ALA/MLS; educational background in the physical sciences (physics or mathematics preferred); and a minimum of two years post-MLS experience in an academic or special library. The successful candidate will have strong interpersonal skills; ability to work collegially in small group and team environments; strong reference and online searching skills; and familiarity with use and application of microcomputers in a networked environment.

RANK AND SALARY: Rank and salary commensurate with experience and qualifications. Full benefits package including 22 vacation days; comprehensive health care; TIAA/CREF; and relocation assistance.

DARTMOUTH COLLEGE INFORMATION: World Wide Web: <http://www.dartmouth.edu/>

APPLICATION: Applications received by **January 8, 1999**, will be given first consideration; applications will be considered until the position is filled. Please send resume to:

**John G. Crane
Director of Administrative Services
115 Baker Library
Hanover, NH 03755**

Dartmouth College is an AA, EEO, M/F employer.



LIBRARY

UNLV Libraries seek applications for the following tenure-track positions:

Preservation/Conservation Librarian* (Rank 2)

Susan Jarvis (Chair) 702/895-3741 susanj@nevada.edu

Digital Projects Librarian* (Rank 2)

Peter Michel (Chair) 702/895-3045 michelp@nevada.edu

Manuscripts Librarian* (Rank 2)

Aimée Quinn (Chair) 702/895-4158 quinna@nevada.edu

Head, Cataloging Section (Rank 2)

Eva Stowers (Chair) 702/895-4844 estowers@nevada.edu

Head, Systems Section (Rank 2)

Shelley Heaton (Chair) 702/895-4845 shelley@nevada.edu

Information Commons Librarian (Rank 2)

Diane VanderPol (Chair) 702/895-4839 vanderpd@nevada.edu

Director of Collection Development and Management (Rank 3)

Penny Whitten (Chair) 702/895-3672 whittenp@nevada.edu

Director, Knowledge Access Management (Rank 3)

Tom Mirkovich (Chair) 702/895-4842 mirk@nevada.edu

SALARY RANGE AND BENEFITS: All positions are tenure-track. Positions indicated with an asterisk are contingent upon funding. Salary is competitive and commensurate with experience and background; faculty status, attractive benefits package, including 24 days annual leave, retirement options, health insurance, and no state income tax. For more information on salary and benefits see http://www.unlv.edu/Human_Resources/Compensation/unlv_f12.html and http://www.unlv.edu/Human_Resources/Benefits/bene_sum.html.

THE SETTING: UNLV is Nevada's largest comprehensive, doctoral-degree-granting institution with 21,000 students and more than 700 full-time faculty. The UNLV libraries are comprised of the main James R. Dickinson Library, the Curriculum Materials Library, the Architectural Studies Library, and a soon-to-be constructed Music Library. Construction on a new main library, the Lied Library, began in early 1998. This 300,000 square foot, \$51 million facility will include an Information Commons and a fully wired four-classroom Collaborative Learning Center. These and other currently advertised library faculty positions are the result of retirements, new positions assigned, and organizational restructuring driven by the need to provide dynamic leadership for expanded library collections and services in the Lied Library in the 21st century. For additional information, see the UNLV World Wide Web site at <http://www.unlv.edu>

APPLICATION DEADLINE AND DETAILS: Full position descriptions and information on application procedures are available at the UNLV Human Resources web page, http://www.unlv.edu/Human_Resources/ or can be secured by writing the Chair listed under the position title at the following address: James R. Dickinson Library; University of Nevada, Las Vegas; 4505 Maryland Parkway Box 457001; Las Vegas, NV 89154-7001.

Affirmative Action/Equal Opportunity Employer. Minorities, Women, Veterans and the Disabled are encouraged to apply.

ASSOCIATE DEAN LIBRARY

Serving nearly 34,000 students, College of DuPage is America's largest single-campus community college. Based in west suburban Glen Ellyn and featuring 90 neighborhood learning sites, C.O.D.'s "life-long learning" curriculum comprises 88 diverse areas of study. If you are both dedicated and qualified, you are invited to become part of our success story.

The Library collection includes 167,000 book titles, 937 periodicals, numerous non-print materials in various formats, and additional resources accessed through electronic databases and the Internet. The Innovative Interfaces automated library system provides extensive on and off campus access to materials, including World Wide Web and modem access from home or office. The recently expanded and renovated Library provides 135,000 square feet of space open to students, staff, and community patrons 79 hours a week.

QUALIFICATIONS: We are seeking an energetic, imaginative and experienced administrator to join a team of professional and support staff at one of the largest, most technology advanced community college libraries in the nation. The Associate Dean reports to the Dean of Learning Resources and is involved in policy development, implementation of new services, and oversight of all day-to-day operations of the physical facility. Candidates will have an ALA accredited Master's Degree in Library or Information Science; have experience working as a reference or technical services librarian with reference experience in an academic library; have demonstrated outstanding supervisory skills in recent/previous positions; be able to demonstrate a variety of skills and expertise in library computer technology. The successful candidate will have 4-5 years experience in an academic library, including 2-3 years of direct supervisory experience.

Starting date: June, 1999. Salaries normally range from \$55,800 to \$64,100 but are dependent on education and experience. This is a twelve-month assignment. College of DuPage offers a generous benefits plan.

Call, write or e-mail for an application packet. Screening for this position begins February 16, 1999. However, to maximize your opportunity to be chosen for this position, please return your application packet as quickly as possible.

College of DuPage

Office of Human Resources

Attn: Administrative Recruiting

425 22nd Street


Glen Ellyn, IL 60137

(630) 942-2800, Ext 6330

cdhumres@cdnet.cod.edu

equal opportunity employer

Minorities are encouraged to apply.

 **College of DuPage**

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 <http://www.ala.org/acrl/c&rlnew2.html> 

THREE POSITIONS AVAILABLE

University at Albany State University of New York

LIBRARY: COORDINATOR, SCIENCE LIBRARY

RESPONSIBILITIES: The Coordinator leads, administers, and ensures the effectiveness of the services and operations of the science library and the library storage facility. The Coordinator plans, designs, implements, and evaluates electronic initiatives in cooperation with library colleagues, and works in a collaborative mode with a team-centered approach to problem-solving. As a member of the library policy group, the Coordinator shares responsibility for developing and implementing the mission and goals and broad policy directions of the university libraries. With the senior administrative team, participates in leading the dynamic process of change 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. The Coordinator consults with users on research strategy; serves as an expert for scientific electronic resources; provides instruction in use of resources; works with subject consultants, faculty, and students to develop instructional materials and services. Participates in evening and weekend service.

QUALIFICATIONS: Required: Graduate degree in librarianship from an ALA-accredited institution or foreign equivalent. Demonstrated successful experience in leadership and management in research libraries; proven expertise in public services, particularly in a digital/electronic environment; excellent teaching and communication skills; demonstrated analytical, interpersonal, and supervisory skills; demonstrated ability to manage change. Desired: undergraduate degree in a science discipline; experience in science research library; experience with networks and designing and creating Web pages.

SALARY: Commensurate with education and experience. Salary minimum: Associate Librarian, \$55,000.

DEADLINE: Review of letters of application and resumes will begin **January 15, 1999**. Please include the names, addresses, and phone numbers of three references that may be contacted.

SCIENCE REFERENCE LIBRARIAN/INFORMATION CONSULTANT (2 POSITIONS)

RESPONSIBILITIES: Information Consultants consult with users on reference/information and research questions. They identify, interpret, and provide access to print and electronic information resources in all formats for science disciplines, including chemistry, physics, computer science, mathematics and statistics, biological sciences, geological science, and instruct faculty and students in their analysis and use. They serve as subject expert for electronic and network resources; develops instructional programs and tools for on-site and remote users; and develops Web guides and Web resources. They develop and manage collections in all formats for assigned science discipline. Participate in evening and weekend assignments. Report to the Coordinator, Science Library. Research, publication and service to the libraries, university and profession are expected to satisfy criteria for continuing appointment and promotion.

QUALIFICATIONS: Required: Graduate degree in librarianship from an ALA-accredited institution or foreign equivalent. One year of professional experience in public services, evidence of scholarly activity or professional service, and undergraduate degree in relevant subject area. Preferred: Graduate degree in the physical or life sciences and/or professional experience in a science-oriented research library. Proficiency in use of electronic resources; knowledge of HTML and other Web protocols; experience in producing Web-based and other electronic resources. Excellent teaching and communication skills. Desired: Experience in an academic library with information technologies.

SALARY: Commensurate with education and experience. Minimum for Senior Assistant Librarian, \$34,000. **DEADLINE:** Review of letters of application and resumes will begin **January 29, 1999**.

APPLY TO:

Christine M. Travis, Library Personnel Officer
University Libraries - UL-112
University at Albany
State University of New York
1400 Washington Avenue
Albany, New York 12222

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.

KOREAN STUDIES LIBRARIAN

East Asian Library Information Services Division

The East Asian Library of the Information Services Division at the University of Southern California seeks a highly motivated, beginning or mid-career librarian for its Korean collection, the Korean Heritage Library. The position offers exciting opportunities for those who may want to explore various aspects of academic library career. The Korean Heritage Library supports teaching and research in Korean studies, and serves the faculty, graduate and undergraduate population who can read the Korean language. Established in 1986, the Korean Heritage Library is poised to enter a new and dynamic phase in its development as the East Asian Library prepares to move into a prominent independent location on campus. The Library is also planning a major digitization project of its significant archival collections. The Korean collections currently include over 35,000 volumes of books, 500 serials, 2,000 microfilm reels, and 500 videos. With the addition of this position, the staffing for the Korean Heritage Library includes two librarians, two library assistants, one contract librarian, one visiting librarian, and 4-5 student assistants. It has collection endowments of nearly \$1 million.

Additional information about the University of Southern California, the ISD and the University Libraries component can be obtained from USC Web at <http://www.usc.edu>.

Responsibilities: Reporting to the Head of East Asian Library and working closely with the Curator of the Korean Heritage Library, the Korean Studies Librarian performs one or more from among a wide variety of library duties, including: collection development (conventional, digital, and archival), reference, bibliographic instruction, and cataloging. Specialization on one or more areas is possible depending on the strengths of the Librarian. Together with the KHL Curator, the Korean Studies Librarian oversees KHL's visiting librarian programs, outsourcing projects, web development, and supervises 2 FTE support staff and 1 FTE student assistants.

Experiences and Qualifications: Applicants should address their qualifications from among the following: knowledge of Korean language, culture and scholarship; fluency in spoken and written English and Korean; strong communication and interpersonal skills; familiarity with collection development, reference, bibliographic instruction, and/or cataloging (preferably for Korean materials, both conventional and electronic, in a research library); familiarity with incorporating new CJK technologies into library functions; familiarity with web development; supervisory/managerial/leadership skills; ability to work both independently and in a team setting; ability to handle multiple responsibilities; ability to work in a rapidly changing, complex academic environment; reading knowledge of Chinese and/or Japanese; commitment to professional development and research; MLS from an ALA accredited institution, and ability to meet USC's standard for continuing appointment.

Appointment Rank, Salary, and Benefits: Librarian I/ \$32,500 minimum; Librarian II/\$35,000 minimum. Generous benefits package includes: University matched retirement programs, 22 days of vacation, a choice of medical plans and a choice of dental plans, and tuition assistance for self and dependents.

Application Procedure: Send letter of application, curriculum vitae, and names of three professional references to:

Sharon Haymond
Human Resources Director
Information Services Division
Doheny Memorial Library 334, Ref #187
University of Southern California
Los Angeles, CA 90089-0182

Review of applications will continue until the position is filled.

TWO POSITIONS AVAILABLE

Central Missouri State University

Central Missouri State University Library Services seeks faculty members:

ASSISTANT PROFESSOR OF LIBRARY SCIENCE AND INFORMATION SERVICES

Tenure-track position with teaching responsibilities which may include graduate courses to prepare school librarians in information retrieval, microcomputers, electronic and Internet resources, cataloging and classification, selection, acquisition, integration and utilization of library materials, and a library research course at the undergraduate level.

REQUIREMENTS: MLS preference will be given to candidates with completed doctorate in education, information science, instructional design, educational technology or a related field; evidence of excellence in teaching; a record of research and publications; experience in use of technology to enhance learning; knowledge of issues relating to school librarianship; experience in the area of distance education; a record of successful K-12 teaching; excellent interpersonal skills and the ability to be positive, creative, accept change, and work collaboratively with other faculty.

Academic-year salary \$42,500 with additional compensation for summer teaching.

SPECIAL COLLECTIONS CURATOR/DIRECTOR OF THE CHILDREN'S LITERATURE FESTIVAL AND ASSISTANT/ASSOCIATE PROFESSOR OF LIBRARY SERVICES

Responsibilities include the Research Collection for Children and Young Adults, Missouriana Collection, rare books, manuscripts, university publications, the curriculum collection, and the circulating children and young adults collection. As Director of the Children's Literature Festival, this individual organizes and promotes the annual festival of approximately 40 authors and 6000 children. Additional responsibilities include providing reference and research support, including night and week-end rotation. Reports to Coordinator of Public Services.

REQUIREMENTS: MLS or advanced degree in archives management; relevant experience in children's literature, special collections management, or event coordination; knowledge of Windows operating system, word processors, database management systems, spread sheets, and networked environments; excellent interpersonal skills and the ability to be positive, creative, accept change, and work collaboratively with other faculty, authors, and publishers.

Desired: Knowledge of book trade and publishing industry; awareness of current trends in children's publishing; experience with collection management and development. Additional graduate degree in literature, education, or communication.

Annual salary at associate level \$46,500.

Central Missouri State University is a comprehensive university located in Warrensburg, 50 miles southeast of Kansas City, Missouri. Additional information on the university can be found at <http://www.cmsu.edu/>.

James C. Kirkpatrick Library, a new \$30 million facility, will be ready for occupancy in early 1999. Additional information library services can be found at <http://library.cmsu.edu/>.

SEND: A letter of application, current vita, three current reference letters with phone numbers, and graduate transcripts to:

Pal V. Rao
Dean of Library Services
Central Missouri State University
Warrensburg, MO 64093

Screening will begin on **February 15, 1999** and continue until the positions are filled. Women and minorities are encouraged to apply.

AA/EEO/ADA

EAST ASIAN BIBLIOGRAPHER

University of Pennsylvania Library

The University of Pennsylvania Library is seeking a librarian with the knowledge, energy, and vision to develop and manage its growing collections in East Asian Studies. This will involve building on the already strong print collections in Chinese and Japanese, strengthening the holdings in Korean, and facilitating the acquisition and linking of electronic resources. The librarian will work closely with faculty members, supervise the processing of materials in vernacular languages, provide advanced reference service, and advise library colleagues on Western-language material concerning East Asia.

At present the East Asia vernacular collection comprises more than 150,000 volumes, which places it in the middle rank of East Asia research collections in this country. The materials allocation for 1998/99 is \$394,035. In addition to the bibliographer there are two full-time non-professional staff members and student help. The librarian will also represent the Penn Library at appropriate regional and national meetings and conferences. The bibliographer reports to the Director for Collection Management and Development and is a member of a team of area studies bibliographers, which includes those for the Middle East and South Asia.

QUALIFICATIONS: Required: MLS from an ALA-accredited library school or the equivalent in theory and practice. Advanced degree in an East Asian subject is essential. Excellent language skills in Japanese with a working knowledge of Chinese, OR excellent language skills in Chinese with a working knowledge of Japanese. Knowledge of the East Asian studies field in the U.S. and in East Asia. Familiarity with the East Asian publishing industry and book trade. Excellent written and oral English. Knowledge of developing electronic information resources for East Asian studies. Ability to work effectively, independently, and cooperatively with library staff and users. Desirable: Knowledge of Korean. Knowledge of appropriate European languages. Record of achievement in professional organizations.

SALARY & RANK: Dependent on qualifications.

TO APPLY: Submit a cover letter, resume and names of three references to:

**Elisa DeNofio
Library Human Resources
University of Pennsylvania
3420 Walnut St.
Philadelphia, PA 19104-6206**

Applications received by **January 15, 1999** will receive first consideration.

EO/AA employer.

Late Job Listings

DOCUMENT DELIVERY/SHARED RESOURCES LIBRARIAN. (Search #99A217) The University of Connecticut Libraries. Reporting to the Head of Access Services and working in a team environment, the incumbent develops, implements and maintains systems and work flows that optimize electronic document delivery of information resources to the UConn community as part of the UConn Libraries commitment to the access library model. Minimum qualifications include: An ALA-accredited MLS; knowledge of electronic library applications and major vendor support applications for interlibrary loan and document delivery services; strong client service orientation and motivation to promote resource sharing in a networked and user-empowered environment; demonstrated experience with WWW authoring and editing; familiarity with digital scanning technologies; well-developed written and oral communications, interpersonal, and presentation skills; individual initiative and ability to function in a team environment; and experience with standard microcomputer office applications. Desirable qualifications include: One to four years experience in an academic, government, or commercial networked environment providing document delivery; familiarity with intellectual property issues in the networked environment; and demonstrated project management skills; additional graduate degree(s) in a subject area. Salary range: University Librarian rank and salary commensurate with experience, to a maximum hiring salary of \$48,000. Application Proce-

dures: Submit a letter of application, resume, and the names, addresses, and telephone numbers of three professional references to: Brinley Franklin, Associate Director for Administrative Services, **University of Connecticut** Libraries, Box U-5A, 369 Fairfield Road, Storrs, CT 06269-1005. Screening will begin immediately and continue until the position is filled. For further information about the UConn Libraries or to see a complete job description for this position, see our home page at <http://www.lib.uconn.edu>. At the University of Connecticut, our commitment to excellence is complemented by our commitment to building a culturally diverse staff. We actively encourage minorities and people with disabilities to apply.

EXECUTIVE DIRECTOR. Virginia Commonwealth University, Office for Information Technology, University Library Services. Virginia Commonwealth University invites applications and seeks nominations for a dynamic and innovative Executive Director of its comprehensive, technology-oriented research libraries. The successful candidate will have the vision and energy to develop library services to lead the university into the 21st century. This individual will direct a unified library system with both an academic library and a health sciences library. The Executive Director has responsibilities for administering the libraries, formulating policies, planning strategic directions, managing the budget and allocating resources, and supervising the professional faculty and classified staff. The successful candidate will guide and direct the development of state-of-the-art information technologies and integrate them with traditional library collections and services. The individual will represent the library to the university community and to external constituencies, with particular focus on library consortia and networks. The Executive Director directs the library's development efforts, including fundraising, public relations, and grant-seeking activities. As a member of the office for information technology team reporting to the Vice-Provost, the successful candidate will be a cooperative individual who can articulate the library's issues as well as develop imaginative and cooperative programs with other campus units. This is an administrative position carrying untenured faculty rank. **Qualifications:** An ALA-accredited MLS or equivalent degree is required, with an earned doctorate preferred. The university seeks someone with significant progressive administrative experience in a comprehensive academic library and prefers additional experience in a major health sciences library. The successful candidate must possess a sound knowledge of all aspects of librarianship and substantial experience with implementing technologies in support of library services. It is expected that the candidate will demonstrate an understanding of the goals of a research library, the scholarly communication process, the development and servicing of research collections, and the role of the library in the learning enterprise. The individual is expected to have an appreciation of the complexities of working in a multi-campus library system and a demonstrated ability to work with tact and sensitivity in a collaborative and collegial framework while fostering this ability in others. We will favorably consider candidates with the following attributes: Demonstrated skills in strategic management, excellent oral and written communication skills, highly developed interpersonal skills, a strong service ethic, and a creative approach to problem solving, as well as a successful record of securing external funds through grants and/or private fund-raising. The successful candidate will be engaged professionally with an outstanding record of scholarship and service. **Environment:** Virginia Commonwealth University (<http://www.vcu.edu>) is a Carnegie I urban research university in Richmond, Virginia, with 22,700 students and 1,560 faculty on the Academic Campus and on the Medical College of Virginia Campus. The University is ranked 87th in federally-sponsored research. It supports 20 doctoral, 60 master's, 3 first professional, and 53 baccalaureate degree programs. University library services (<http://www.library.vcu.edu>) is one of four major divisions in the office for information technology and provides library services for both campuses. University library services is a member of the Association of Southeast Research Libraries, the National Network of Libraries of Medicine, the Center for Research Libraries, and the Virtual Library of Virginia. The libraries hold 1.3 million cataloged volumes, over 2.8 million microforms, and 260,000 government documents. The \$9.5 million budget includes \$4.7 million for collections and supports 36 faculty librarians and 100 staff. The library uses NOTIS and is at the forefront of implementing the IBM Digital Library on campus. The two library buildings have 170 public workstations, as well as hosting several academic computing laboratories. Send resume with cover letter or nominations of prospective candidates to: Virginia Commonwealth University, Search Committee—Executive Director, University Library Services, Frank Baskind, Raleigh Building, 1001 W. Franklin St., PO Box 842027, Richmond, VA 23284. Virginia Commonwealth University is an Equal Opportunity Employer. Women, minorities and persons with disabilities are encouraged to apply.

REFERENCE LIBRARIAN-HEALTH SCIENCES. San Diego State University Library, Science Division, is seeking a service-minded librarian to fill the position of Health Sciences Librarian. All qualified candidates, including persons from underrepresented groups and recent graduates are encouraged to apply. Provides science reference service (including evenings and weekends) in a busy, dynamic library environment. Participates in the Library's instruction program, including preparation of instructional material in print and electronic formats. Responsible for specialized reference service, collection development, and library outreach for the faculty and students of Gerontology, the School of Nursing and the Graduate School of Public Health. Other subject areas may be assigned. Qualifications: Required: MLS from an ALA accredited institution or equivalent degree. Excellent oral and written communication and interpersonal skills. Ability to work collegially and effectively with individuals and groups in a culturally diverse environment. Coursework or experience in reference services. Knowledge of reference sources in health sciences, and general knowledge of reference sources in all areas served by the Science Division, including the College of Sciences, College of Engineering, and College of Health & Human Services. Knowledge of Medline and related databases. Knowledge of relevant WWW resources in the health sciences. Enthusiasm for keeping abreast of current and evolving technologies. Preferred: Undergraduate or graduate degree in public health, nursing or similar field and/or related work experience. Strong HTML authoring skills. This is a full-time, twelve month, tenure track faculty position. Award of tenure is dependent upon evidence of continuing professional development and service. Rank of Senior Assistant. Starting salary (minimum): \$43,584. Excellent benefits package, including 24 days annual vacation. For more information about the position, the library, and the university, go to <http://libweb.sdsu.edu/> or write to Helen Henry, Director, Library Administrative Operations, University Library, **San Diego State University**, 5500 Campanile Dr., San Diego, CA 92182-8050. Applications may also be submitted by e-mail. Send to hhenry@mail.sdsu.edu. Please indicate the position for which you are applying. To ensure full consideration, applications should be received by December 31, 1998, when the Appointment Committee will begin screening. SDSU is an Equal Opportunity Title IX Employer and does not discriminate against persons on the basis of race, religion, national origin, sexual orientation, gender, marital status, age or disability.

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