

• **A fourth edition of the *National Directory of Educational Programs in Gerontology***, edited by David A. Peterson, David Bergstone, and Joy C. Lobenstine (874 pages, 1987), is based on a national survey conducted by the Association for Gerontology in Higher Education and the University of Southern California on the extent of gerontological instruction in institutions of higher education in North America. The book consists of two sections: a quick reference guide to gerontology instruction at 3,032 institutions, and full program descriptions of 750 programs on 376 campuses that offer four or more credit courses in gerontology. Copies are available for \$40 to individuals at AGHE member institutions (\$45 for non-members) from AGHE, 600 Maryland Ave., S.W., West Wing 204, Washington, DC 20024. ISSN 0148-4508.

• ***Nonbook Media: Collection Management and User Services***, edited by John W. Ellison and Patricia Ann Coty (388 pages, October 1987), is a practical handbook covering the characteristics, selection, acquisition, and management of all nonbook formats currently collected by libraries and other institutions. Each chapter focuses on a particular type of medium and was written by a practitioner experienced in handling that format. The twenty-two formats include: computer files, films, music scores, pamphlets, phonorecords, slides, videotapes, videotapes, holographs, models, realia, and simulation materials. Copies may be ordered for \$35 from the ALA Order Department, 50 E. Huron St., Chicago, IL 60611-2795. ISBN 0-8389-0479-3.

• ***Southscan***, a bulletin of South African affairs (vol. 1, 1986-), is a weekly newsletter, published in London, that contains news and analysis by correspondents inside South Africa, in the neighboring nations, and in Western capitals abroad. It claims to be free of the restrictions imposed on foreign journalists in the Republic of South Africa. An annual institutional subscription is \$100 in North America. Contact Southscan, P.O. Box 724, London, England N1 7AQ.

• ***Subject Guide to Major United States Government Publications***, by Wiley J. Williams (257 pages, 2d ed., October 1987), provides complete bibliographic information for U.S. information resources on selected topics. SUDOC numbers and cross references are included. The cost is \$21.95, available from the ALA Order Department, 50 E. Huron St., Chicago, IL 60611-2795. ISBN 0-8389-0475-0.

• **Two new T.I.P. Kits have been issued by ALA's Office for Library Personnel Resources.** "Topics In Personnel" kits are folders containing articles, documents, and bibliographies on specific personnel issues. T.I.P. Kit #8, "Hiring Library Staff," is a guide to the hiring process, while T.I.P. Kit #9, "Pay Equity: Issues and Strategies," includes articles on job evaluation, union action, legislation, administrative remedies, and pay equity

strategy. The kits sell for \$10 each and are available prepaid from ALA/OLPR, 50 E. Huron St., Chicago, IL 60611-2795. ■■

THE CLASSIFIED ADS

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

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

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

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

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

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

Contact: Classified Advertising Dept., ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611; (312) 944-6780.

FOR SALE

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

POSITIONS OPEN

ASSISTANT ACQUISITIONS LIBRARIAN (Assistant or Senior Assistant Librarian). John M. Olin Library. Under general supervision of the Acquisitions Librarian, the Assistant Acquisitions Librarian is involved in all phases of the acquisitions process, firm orders, extended procurements, gifts and exchanges, as well as in the administration of the Acquisitions Department. S/he helps plan the transition to local processing using NOTIS. S/he supervises the Searching and Unit Order sections. The Assistant Acquisitions Li-

brarian is responsible for the direct supervision of ten staff members in the Searching Section and two in the Orders Section. This includes assigning work, training, monitoring performance and doing annual evaluations. In addition, the Assistant Acquisitions Librarian participates in the daily management of the department, including the formulation of long-term plans. As experience increases additional duties and responsibilities will be assigned depending on his/her particular aptitudes and interests, and the needs of the department.

ASSISTANT DEAN OF LIBRARIES AND LEARNING RESOURCES

Bowling Green State University

Bowling Green State University invites nominations and applications for the position of Assistant Dean of Libraries and Learning Resources (LLR). The Assistant Dean assists with general administration of the University Libraries (Main Library and four branch libraries), the Center for Archival Collections, the Institute for Great Lakes Research, and the Instructional Media Center. Additional responsibilities include the coordination of faculty/staff development, grantsmanship, public relations, long range planning, and collection development.

BGSU is a comprehensive residential university with more than 17,000 students and 1,000 faculty, located in Northwest Ohio. A broad range of academic programs are offered by 48 departments and schools organized into eight colleges with doctoral degrees in 45 fields. LLR contains 1.45 million library volumes, plus outstanding research collections in popular culture, popular music, Great Lakes history, and regional history. The budget is \$5.2 million, with a faculty and staff of 120.

Qualifications: Accredited MLS degree or equivalent required, Ph.D. desirable; at least 5 years relevant administrative experience and proven ability to lead effectively in a collegial setting. A record of research, publication, and professional activities sufficient for appointment at the Assistant or Associate Professor level is required. Salary negotiable with \$40,000 minimum (excellent fringe benefits).

Starting date: July 1, 1988.

Applications, including resume and the names and addresses of at least 3 and no more than 5 references, should be mailed to:

Kathryn Thiede
Assistant to the Dean
and Personnel Officer
Jerome Library
Bowling Green State University
Bowling Green, OH 43403

Deadline: The search committee will begin reviewing applications on **February 15, 1988**, and will continue to do so until the position is filled.

BGSU is an AA/EOC employer.

Minimum qualifications include an ALA-accredited MLS as of January 1988, excellent ability to interact effectively with all levels of library staff, and the capability to rapidly learn and perform large quantities of detailed work. Desirable qualifications include reading knowledge of a modern foreign language, preferably German or Russian, experience with bibliographic databases, work experience in a large research library and knowledge of the foreign and domestic book trade. Experience with the NOTIS and/or RLIN systems is highly desirable. Salary: Appointment at rank of Assistant or Senior Assistant Librarian, depending on qualifications. Minimum \$18,750 for Assistant Librarian. Closing Date: Applications appreciated by November 20, 1987; however, applications will be accepted until the position is filled. Apply to: Michele Drass, Acting Personnel Director, Cornell University Libraries, 201 Olin Library, Ithaca, NY 14853-5301. (Please send cover letter, resume and list of three references.) Cornell University is an Affirmative Action, Equal Opportunity Employer.

ASSISTANT COORDINATOR OF TECHNICAL SERVICES. Assists in planning, coordinating and supervising personnel and activities needed for materials acquisition, cataloging, serials control, and implementation of LS2000 in Joyner Library and the branch Music Library. Department staff of 31 includes seven librarians. Qualifications: MLS from ALA accredited library school; minimum of three years' successful experience in an academic or other large library, including a strong background in original cataloging and LC classification, AACR2, subject analysis, LC subject headings, and MARC tagging; knowledge of issues and trends relating to the automation of library processing; administrative experience including the supervision and training of library staff; willingness to accept responsibility and ability to work harmoniously with other professionals, support staff, and student assistants; and good written and oral communication skills. Second master's degree and evidence of professional activities at state and national level preferred. 12 month, tenure track faculty appointment. Salary: \$26,000 minimum, depending on qualifications and experience. Research and publication expected for tenure and promotion. Submit letter of application, resume, official transcripts and the names of three current references to: Ruth M. Katz, Director of Academic Library Services, East Carolina University, Greenville, NC 27858-4353. Applications must be postmarked on or before December 31, 1987. Federal law requires proper documentation of identity and employability prior to final consideration for this position. ECU is an AA/EOC employer.

ASSISTANT DIRECTOR AND HEAD OF PUBLIC SERVICES, St. Mary's College of Maryland. St. Mary's is a publicly supported liberal arts college (1,300 FTE students). It is located in beautiful tidewater country 75 miles southeast of Washington, D.C. Planning for a major library expansion is in its final stages and construction will begin during the spring of 1988. Duties: Coordinates the activities of two professionals, two paraprofessionals, several student workers. Assumes Director's duties during latter's absence. Assists with Reference Desk coverage, online searching, bibliographic instruction. Some evening and weekend work. Qualifications: MLS from an ALA-accredited library school plus five years' relevant library experience. Salary: Starting salary \$26,000+, depending on qualifications; TIAA/CREF or Maryland State Retirement; 25 days paid leave; Blue Cross/Blue Shield plus other benefits. Applications accepted until position filled, with initial screening to commence on 15 January 1988. Position available immediately. Send resume listing three references to: John G. Williamson, Director of the Library, St. Mary's College of Maryland, St. Mary's City, MD 20686; (301) 862-0256. Women and minority group candidates are especially encouraged to apply and to so identify themselves in their applications. AA/EOC.

ASSISTANT DIRECTOR FOR AUTOMATION AND TECHNICAL SERVICES. Loyola University of Chicago is seeking a librarian to administer technical services operations and the library automation program. The position is responsible for the administration of technical services for the Cudahy and Lewis Towers libraries in Chicago and the Rome Center Library in Rome, Italy. The Assistant Director also administers the automation program for all four of Loyola's area libraries. Reports to the Associate Director of Libraries. Qualifications include: ALA-accredited MLS and 5 years' successful experience managing a major technical services department in an academic library; experience in supervising both professional and nonprofessional staff; experience with integrated automated library systems; excellent communication skills; knowledge of budgeting, staff development, and project planning. The Loyola University of Chicago Library System continues to expand its staff, budget, collection, and

services. The NOTIS cataloging and acquisitions system are currently being installed. The OPAC and circulation modules will follow in early 1988. The libraries will add their one millionth volume in FY '89. Salary from \$34,000. Librarians at Loyola have limited faculty status, earn 20 days' vacation, and have a standard package of fringe benefits. Qualified applicants should send a letter of application, resume, and names, addresses, and phone numbers of 3 references to: Ellen J. Waite, Director of University Libraries, Cudahy Library, Loyola University of Chicago, 6525 North Sheridan Road, Chicago, IL 60626. Applications received prior to January 8, 1988, will receive first consideration. Loyola University of Chicago is an affirmative action, equal opportunity educator and employer.

ASSISTANT SERIALS LIBRARIAN (Search Reopened). The University of Nevada, Las Vegas, announces new position of Assistant Serials Librarian. Participates in all activities related to serials acquisition, processing, preservation of materials; database maintenance and report generation for bibliographical and financial records; organization, maintenance and public service of periodicals/microforms collections; retrospective cataloging/classification of serial and periodical records prior to implementation of an online acquisitions/serials control subsystem; participates in policy making decisions; documentation of new procedures; serves on university and

library committees; and assists with and/or coordinates special projects. Twelve-month, tenure-track, new faculty position; reports to the Serials Librarian. Required: MLS from an ALA-accredited library school; knowledge of AACR2, MARC serials format, LC classification and subject headings; experience with OCLC or other bibliographic utility; have aptitude for analytical and detailed work; user oriented philosophy; effective communication and interpersonal skills; flexibility; ability to cope with rapid change. Preferred: Previous experience in management of serials in an academic library. Salary range: \$19,878-\$23,000, depending on experience and qualifications. Excellent benefits, including TIAA/CREF, no state income tax. Send application letter, resume, names, addresses and phone numbers of three references to: Mary Dale Deacon, Director of Libraries, University of Nevada, Las Vegas, Las Vegas, NV 89154. Applications must be received by January 19, 1988, to be considered. UNLV is an AA/EEO Institution.

ASSOCIATE UNIVERSITY LIBRARIAN FOR TECHNICAL AND AUTOMATED SERVICES. Syracuse University Library. Responsible for the leadership and administration of the technical and automated service division including 9 librarians and 52 staff in the Acquisitions, Catalog and Information Systems departments. As one of 3 Associate University Librarians, reports to the University Librarian

Binghamton

STATE UNIVERSITY OF NEW YORK

Invites Applications and Nominations for the Position of
DIRECTOR OF LIBRARIES

THE UNIVERSITY: The State University of New York at Binghamton, with an enrollment of 12,300 students, is one of the four comprehensive doctoral-granting University Centers of the 64-campus State University of New York System. The academic programs of the University are organized into six Schools — Arts and Sciences (Harpur College); Nursing; Management; Education and Human Development; the Watson School of Engineering, Applied Science, and Technology; the Graduate School (which oversees all graduate programs) — and a Department of Physical Education and Athletics. In addition, the University supports ten specialized research centers. The Library and a large-capacity Computer Center support research and teaching. The greater Binghamton area has a population of over 250,000 and is located in New York's Southern Tier, with easy access to Philadelphia and New York City.

THE LIBRARY: SUNY-Binghamton's library system comprises the Glenn G. Bartle Library, which contains the major portion of the University's holdings, the Fine Arts Library, the Science Library, and several satellite libraries located in the University's residential colleges. The Library is a member of the Research Libraries Group and its Research Libraries Information Network. The Library's staffing currently consists of 101 FTE positions, with several active searches underway. The Library's book collections stand at more than 1,300,000 volumes, and are growing in excess of 40,000 volumes annually. It presently subscribes to 13,300 scholarly journals and serials, and has substantial document, microform, phonodisc, map, and manuscript holdings as well. The GEAC Circulation and On-Line Catalogue System are currently in place, and the Library is investigating the possibility of other systems such as NOTIS.

RESPONSIBILITIES: The Director of Libraries has overall responsibility for the operation of the University Library system in support of the institution's mission of research and teaching at the undergraduate and graduate levels. Among the Director's duties are to plan and oversee the Library's budget; to oversee all aspects of the personnel process, including the renewal and permanent appointment of library faculty and professional employees; to consult on areas of collection development; to take a leading role in the planning for automated services, resource sharing, and networking; and to represent the Library as an institutional resource in the community and in the various consortial affiliations undertaken by the institution. The Director reports to the Vice President for Academic Affairs & Provost.

QUALIFICATIONS: Candidates and nominees should have at a minimum the MLS degree from an ALA-accredited institution, or the equivalent experience; should have a record of increasing administrative responsibility and success — especially in the areas of budget and planning, automated systems, and human resource management — in an academic research library; and should have an understanding of and clear commitment to affirmative action. Salary is commensurate with qualifications and experience.

APPLICATIONS AND NOMINATIONS should be sent to Prof. David Murrish, Chair, Search Committee for Director of Libraries, Office of the Vice President for Academic Affairs & Provost, State University of New York at Binghamton, Binghamton, NY 13901. The Search Committee will begin the formal screening of dossiers after December 18, 1987, and hopes to arrive at a list of final candidates by March 31, 1988.

An Equal Opportunity/Affirmative Action Employer

and participates in library-wide planning and policy-making. Provides leadership in the continuing evaluation and enhancement of the library's automated systems and serves as a resource for technical service and library automation matters throughout the academic community. Requirements include: a graduate degree from an ALA-accredited library school; substantial administrative experience in technical services or automated library services; demonstrated ability to lead library staff and work effectively with other members of an academic community; excellent oral and written communication skills; understanding of national issues and developments in areas relating to technical services, including preservation, and experience and expertise in automated library systems. Salary commensurate with experience and qualifications (minimum \$45,000). Send letter of application, resume, and names of three references by January 15, 1988, to: Search Committee for Associate University Librarian for Technical and Automated Services, Office of Human Resources, Skytop Offices, **Syracuse University**, Syracuse, NY 13244. Syracuse University is an affirmative action, equal opportunity employer.

BIBLIOGRAPHIC INSTRUCTION/REFERENCE LIBRARIAN. Earlham College will need a temporary Bibliographic Instruction/Reference Librarian to fill in for staff member on leave, late August to late November, 1988. Opportunity for experienced librarian to fully participate in a developed, integrated bibliographic instruction program. Write to: Evan Farber, Lilly Library, **Earlham College**, Richmond, IN 47374.

BIOLOGICAL AND AGRICULTURAL SCIENCES LIBRARIAN, University of California, Davis, Library, Assistant Librarian (\$25,380-\$32,472) based on qualifications and experience. Open immediately. Responsible for collection development activities in vi-

culture, entology (the world's most extensive collection) and food science and technology; online database searching; bibliographic instruction; and in-depth reference service. With other librarians in department, shares biological and agricultural sciences reference service, including some night and weekend hours. Maintains close liaison with academic departments in above areas. Qualifications. ALA-accredited MLS or equivalent, preferably with emphasis on academic librarianship; integrated collection development/public services orientation; demonstrated initiative and leadership skills; excellent writing, speaking and interpersonal skills. Academic degree or relevant experience in biological or agricultural sciences and working knowledge of French and/or German preferred. To apply: Send letter of application, resume and the names, addresses and telephone numbers of three references to: Jane E. Marshall, 108 Shields Library, **University of California, Davis**, CA 95616; (916) 752-2112. Applications received by 12/31/87 will be assured consideration. The University of California, Davis, is committed to a policy of affirmative action and specifically invites inquiries and applications from women and ethnic minorities.

BUSINESS SUBJECT SPECIALIST. This position supports a rapidly growing undergraduate and MBA program at a large urban university. Responsibilities: bibliographic instruction, collection development, database searching and general reference. Qualifications: Master's degree in Library and/or Information Science from a recognized institution of higher education; undergraduate or graduate degree in business highly desirable. Professional reference and database searching experience preferred; instructional skills essential. Tenure-track position with faculty rank, 12-month contract, excellent fringe benefit package. Salary to \$25,000 depending upon qualifications and experience. Position available January, 1988. Send resume and names of at least three references by December 20, 1987,

CATALOG LIBRARIAN/MONOGRAPHS

Trinity University

Trinity University, San Antonio, Texas, invites applications for a faculty appointment in a rapidly growing university library. Trinity, with 2,362 undergraduate and 200 graduate students, is strongly committed to excellence in the liberal arts and sciences tradition. Scholarly achievement is recognized through Phi Beta Kappa and other national honor societies. Selective admissions, highly qualified faculty, and outstanding teaching programs place Trinity among the excellent liberal arts and sciences universities in the nation. The library has undertaken an accelerated program of collection development; presently the collection has almost 600,000 volumes of books and bound periodicals (compared with 300,000 in 1980), plus sizable holdings of government documents, microforms, and non-print items.

The Catalog Librarian/Monographs will report to the Head of Cataloging. Primary responsibilities include original cataloging of monographic materials, including some foreign language monographs; assigning LC classification and subject headings to incomplete OCLC copy; cataloging of special collections and special formats as assigned. The incumbent will be responsible for the daily operations of OCLC, including supervision and training of OCLC staff.

Qualifications include an appreciation for and commitment to undergraduate liberal arts and sciences education, initiative and creativity, interpersonal skills, the ability to function effectively in a complex organization, strong professional commitment, interest in research and publishing, and an ALA-accredited MLS. In addition, the applicant must possess knowledge of current cataloging rules, Library of Congress Classification System, and subject headings; reading knowledge of at least one foreign language, preferably German or French; and basic knowledge of the OCLC system. Desirable qualifications are cataloging experience in an academic library; experience with OCLC; a reading knowledge of Russian, Greek, or Latin; and a second graduate degree.

Instructor or Assistant Professor rank with faculty status, including tenure-track. Salary minimum \$20,500, higher depending on experience or other qualifications; twelve-month appointment; and TIAA/CREF. Send letter of application; detailed resume; placement file if available; and names, addresses, and phone numbers of three references to: **Richard Hume Werking, Director of Libraries, Maddux Library, Trinity University, 715 Stadium Drive, San Antonio, TX 78284.** Deadline for applications is **January 22, 1988;** however, receipt of applications by December 31, 1987, will facilitate interviewing at the ALA Midwinter meeting in San Antonio, January 9-14, 1988.

Trinity University is an equal opportunity, affirmative action employer.

to: Mary K. Cary, Chairperson of Search Committee, Carlson Library, The University of Toledo, Toledo, OH 43606. The University of Toledo is an Equal Opportunity, Affirmative Action Employer.

CATALOG LIBRARIAN (Search Reopened). Cataloging and Records Maintenance Division. Full-time, tenure-track position. Duties: Responsibilities include catalog maintenance, authority work, special projects; and original and complex copy cataloging in assigned subject disciplines using AACR2, OCLC, and LC classification. Qualifications: Required: MLS from an ALA-accredited school; in-depth knowledge of LC classification and subject headings; cataloging experience applying AACR2 and MARC tagging via a major bibliographic utility; proven organizational ability and analytical/problem-solving skills; reading knowledge of at least one foreign language; and the ability to work in a changing environment. Highly Desirable: At least five years of cataloging experience in an academic or research library. Supervisory and online records maintenance experience. Knowledge of serials cataloging and automation technology. Tenure-track position. Second master's in a subject discipline, CAS, or considerable progress toward doctorate. Salary: \$21,000 minimum, but negotiable depending upon qualifications. Benefits: State retirement plan required; group medical, dental and life insurance; 24 working days vacation; liberal sick policy. University and Library: Illinois State University is a multipurpose institution with over 20,000 students located in a rapidly expanding urban area of 90,000+. The Library holds over 1 million volumes and has a materials budget of 1.3 million dollars. Beginning Date: March 1, 1988. To Apply: Submit resume and the names and addresses of 3 references to: Donna Goehner, Associate University Librarian for Technical and Administrative Services, Milner Library, Illinois State University, Normal, IL 61761. Application Deadline: Applications will be accepted until the position is filled, but for maximum consideration, applications should be received no later than January 18, 1988. Illinois State University is an Equal Opportunity, Affirmative Action Employer.

CATALOG LIBRARIAN. Temporary 18 month appointment. To engage in a wide range of cataloging activities for monographs in an automated environment using OCLC and an online catalog. Will participate in retrospective conversion and reclassification projects. Will be responsible for some supervision and training of technical assistants and student workers. An ALA-accredited MLS, knowledge of OCLC, AACR2 and LC classifications and subject headings required. Previous cataloging experience, familiarity with microcomputers, and knowledge of foreign languages preferred. Salary \$20,000+ commensurate with experience and qualifications. Submit letter, resume and names of 3 references by December 31, 1987 to: Phyllis Cutler, College Librarian, Williams College Library, Williamstown, MA 01267.

CATALOG LIBRARIAN. The Catalog Librarian is responsible for cataloging monographs, serials, and nonprint materials using OCLC and the local integrated online system. The librarian also assists the Head of Technical Services in the supervision of the combined acquisitions/cataloging department in maintaining workflow, catalog maintenance, retrospective conversion, staff training, creation and maintenance of departmental manuals, and enhancements to the online system. The position requires a non-traditional work schedule including hours at a public service desk. Qualifications: ALA-accredited MLS. It is preferred that applicants have knowledge and use of AACR2, LC classification, LCSH, and OCLC; plus experience in original cataloging and in cataloging monographs, serials, and nonprint materials. Strong interpersonal and communication skills are desired. Salary \$17,988-\$23,400, dependent on qualifications and experience; 12-month appointment; position available immediately. Send letter of application, resume, transcripts and list of three references, including addresses and telephone numbers to: Melba Harvill, Director of Libraries, Moffett Library, Midwestern State University, Wichita Falls, TX 76308. Review of applications will begin immediately and will continue until the position is filled. Midwestern State University is an AA/EEO Employer.

CATALOGER, Librarian II, at North Dakota State University, a land grant university library serving 8,500 undergraduates, 1,000 graduate students and 700 faculty. Responsible for original cataloging of monographs and AV materials, including state documents, and also regional histories and authors for the North Dakota Institute for Regional Studies. Participates in reference services, committee assignments, and other duties as assigned. Reports to Head of the Catalog Department. Qualifications: Required: MLS from an ALA-accredited program; thorough knowledge of AACR2, LC subject headings,

MARC formats; 2 or more years of cataloging experience. Preferred: Experience with OCLC; experience with CD-ROM, database searching, or database management; knowledge of a Western European language, preferably German; AV cataloging experience. Desirable: Evidence of interest in new developments in librarianship. The NDSU Library is a member of Tri-College University, a successful consortium (NDSU, Moorhead State University, Concordia College) with an online union catalog, cooperative collection development and resource sharing. The fully integrated online circulation system and catalog are linked to the Minnesota State University System's PALS network. NDSU is located in Fargo, an educational, cultural and medical center for the Upper Plains. Population of the metropolitan area, including Moorhead, Minnesota, exceeds 145,000. The area is within a short drive of the Minnesota lake country and 4 hours from Minneapolis and Winnipeg. Salary: \$22,000 minimum, dependent upon qualifications and experience. TIAA/CREF and Blue Cross/Blue Shield/HMO options. Applications should be received no later than January 15, 1988. Send letter of application, current resume, and names, addresses and phone numbers of three references to: Personnel Office, North Dakota State University, P.O. Box 5227, Fargo, ND 58105. NDSU is an equal opportunity institution.

CIRCULATION LIBRARIAN/ASSISTANT AUDIO-VISUAL SERVICES COORDINATOR. Gettysburg College invites nominations



DIRECTOR OF LIBRARY SERVICES

Mars Hill College

Applications and nominations are invited for the position of Director of Library Services at Mars Hill College.

Appointment Date: June 1, 1988.

Duties: Mars Hill College seeks a director to be chief administrator of Memorial Library (main collection), Harris Media Center, Biggers Music Library, and Appalachian Room (special collections). The Director will assist in a library renovation program and will lead in library automation, including reclassification and retrospective conversion.

Qualifications: MLS from an ALA-accredited institution plus a second master's degree required; doctorate preferred. Five years experience in libraries with a minimum of three years in an administrative position. Experience with automation is required.

Rank and salary: Position includes faculty status (non-tenure track). Rank is dependent on qualifications and experience. Salary range is \$25,000 to \$30,000.

The College: Mars Hill College is a private, church-related (Baptist) liberal arts college with an enrollment of 1,000 students. The college is located in the Blue Ridge mountains of North Carolina eighteen miles north of Asheville.

Application deadline: **January 15, 1988.**

Application process: Nominations, applications, and resume should be addressed to: **Wayne Pressley, Chair, Search Committee for Director of Library Services, Mars Hill College, Mars Hill, NC 28754.**

Mars Hill College is an equal opportunity employer.



and applications for the position of Circulation Librarian/Assistant Audio-Visual Services Coordinator. Appointment to begin summer, 1988. The library has a collection of over 300,000 volumes housed in an award-winning building completed in 1981; is a member of OCLC, has an OPAC with the Pac back-up; and is moving toward a fully integrated library system. Gettysburg is a residential college which limits its enrollment to 1,850 students. Responsibilities: The person holding this position is responsible to the Readers' Services Librarian for managing and evaluating circulation services and for the implementation of the circulation module of the integrated library system. This person is also responsible for assisting the Audio-Visual Services Coordinator in planning and implementing programs for the daily operation of library audio-visual facilities with emphasis in non-production areas. In addition, this librarian is responsible for sharing in scheduled general reference assistance, serving as a collection development liaison, and providing active leadership and staff development opportunities for his/her staff. Qualifications: Position offers opportunity for professional growth and increasing responsibility for an individual with the following qualifications: 1) Experience and/or training in audio-visual services; 2) Organizational ability with a systematic approach to work; 3) Analytic and problem-solving skills and a creative mind; 4) Strong oral and written communication skills; 5) Ability to work well with people; 6) Some supervisory experience; and 7) MLS from an ALA-accredited institution. Salary: \$21,000 minimum. Full job description and statement of benefits sent upon request. Preliminary interviews may be scheduled during ALA Midwinter Conference via Placement Center or by prior appointment. For fullest consideration, submit graduate transcripts, vita, and names of 3 references before February 5, 1988, to: Willis M. Hubbard, College Librarian, Musselman Library, Gettysburg College, Gettysburg, PA 17325-1493; (717) 337-7002. Gettysburg College is a selective liberal arts college. It is an affirmative action, equal opportunity employer. Women and minority candidates are encouraged to apply.

COLLECTION DEVELOPMENT LIBRARIAN. Northern Michigan University is a public regional state university of 7,500 students and 900 employees located in Michigan's Upper Peninsula on the shore of Lake Superior. Olson Library contains over 440,000 volumes, subscribes to over 2,800 serials, and houses both A-V and depositary documents collections. This new position is responsible for implementing, monitoring, coordinating, and evaluating the collection development program, which encompasses print materials, both monographic and serial, and non-print materials. Materials selection duties include management of an approval plan. Reports to the Director of the Library. Qualifications: ALA-accredited MLS; at least two years substantial collection development experience in an academic library; thorough knowledge of trends and issues in academic collection development and book selection, effective oral and written communication skills; ability to work effectively with faculty, students, and colleagues; skill in analyzing and interpreting statistical data; familiarity with automated library systems desirable; second master's degree highly desirable. Faculty status, tenure-track. Salary: \$27,000 minimum; depends upon experience and qualifications. Submit nominations or letter of application with resume, three letters of recommendation, copies of credentials and transcripts to: Director's Office, Olson Library, Northern Michigan University, Marquette, MI 49855-5376. Application review will begin after January 15, 1988. Starting date: March 1, 1988. An AA/EO employer.

COORDINATOR OF PUBLIC SERVICES. Houghton College, New York. Competitive liberal arts college (1,200 students) directed by the Wesleyan Church. 165,000 volumes, 650 journal subscriptions, OCLC, VTLS, DIALOG, BRS. Reporting to Library Director, supervises staff of four, including one professional librarian. Responsible for all public service functions, including reference, circulation, on-line searching, interlibrary loan, and bibliographic instruction. 10-month contract, faculty status and rank. Salary commensurate with experience within range of \$22,000 to \$27,000. Excellent benefits including TIAA/CREF and fully-paid professional library experience. Understanding of and commitment to Christian liberal arts education essential. Direct letter and resume, listing three or more references by January 8, 1988, to: Jonathan D. Lauer, Director, Willard J. Houghton Library, Houghton College, Houghton, NY 14744

DATA SERVICES COORDINATOR. The Library at the University of California, Irvine, invites applications for the position of Data Services Coordinator. Appointment will be at the Assistant Librarian, Associate Librarian, or Librarian rank with a salary range of \$25,380-\$57,816. Applications received by January 1, 1988, will re-

ceive first consideration, but applications will continue to be accepted until the position is filled. Responsibilities: Serves as coordinator of library-wide data services, including the Main Library, the Biomedical Library, the Physical Sciences Library, and the Medical Center Library. As coordinator of library-wide data services, reports to the Assistant University Librarian for Public Services; for data services in the Reference Department to the Head of Reference. In cooperation with other librarians, has responsibility for the library-wide Computer-Assisted Reference Service (CARS) policies, planning, implementation, public relations, training programs, and records management. The coordinator is the primary liaison with off-campus database producers and vendors. There are opportunities to develop new service programs and to expand existing programs in the areas of end-user searching and access to databases available in alternative formats, e.g., CD-ROM. Will be significantly involved in planning for data services in the new Science Library. Qualifications Required: ALA-accredited MLS degree; experience with online database searching; demonstrated commitment to public service; excellent oral and written communication skills; ability to work effectively, independently, and cooperatively with all elements of the academic community. Desirable: Experience in planning and implementing service programs, developing training programs for online database searchers, and promotion of service programs. The University Library is particularly interested in individuals with experience in developing end-user programs and experience with newer technologies, e.g., CD-ROM. Send letter of application with 1) a complete statement of qualifications; 2) resume of education and relevant experience; and 3) the names, addresses, and telephone numbers of three references to: Anne Rimmer, Library Personnel Office, University of California, Irvine, P.O. Box 19557, Irvine, CA 92713. Telephone: (714) 856-5408. An Affirmative Action, Equal Opportunity Employer.

DIRECTOR OF LEARNING RESOURCES. International education organization in south Vermont is currently seeking individual who holds a Master's degree in Library Science, Educational Media or equivalent to manage the activities and personnel of the Library, Professional Development Resource Center, Audio-Visual Department, and student computer facility. Director will provide leadership and direction in the selection of learning resources on campus and assist in grant-seeking efforts to improve these resources. Salary: \$20,856. Send resume and cover letter to: Personnel, School for International Training, Brattleboro, VT 05301. AA/EOE.

DIRECTOR OF THE LIBRARY. Susquehanna University seeks an experienced individual with vision and proven ability to lead a major library development program emphasizing direct integration of library services with the curriculum; further automation of library functions; facilities enhancement; and dynamic representation of the library's programs and interests both on and off campus. The Director holds the title of University Librarian and, with the Deans of Schools, reports to the Vice President for Academic Affairs. Applicants must possess an ALA/MLS degree, Ph.D. or other advanced degree in an academic discipline highly desirable. Additional qualifications include the ability to work within a closely knit campus community; evidence of sustained professional development and broad professional contacts; and demonstrated communication and management skills. Susquehanna is a selective, residential undergraduate university which seeks to limit enrollment to 1,400 students. It is organized as three Schools: the School of Arts and Sciences, the School of Fine Arts and Communications; and the Sigmund Weis School of Business. The library collection includes approximately 140,000 bound volumes and subscriptions to 1,150 periodicals, with provision for interlibrary loan and database searching. Academic and administrative operations of the University are supported by extensive computer facilities and a campus-wide telecommunication system. Located 50 miles north of Harrisburg, Pennsylvania, Selinsgrove is accessible via Interstates 80 and 76 (Pennsylvania Turnpike). New York, Philadelphia, Washington and Baltimore are within easy driving distance. Position begins July 1, 1988; salary \$38,000 and upward, depending upon credentials and experience. Resumes with at least three references and other supporting materials should be sent to: Jeanne Neff, Vice President for Academic Affairs, Susquehanna University, Selinsgrove, PA 17870. Review of applications will begin December 15, 1987. Women and minority candidates are especially encouraged.

ENGINEERING LIBRARIAN. The University of Nevada-Reno Library seeks an energetic, creative, flexible librarian to manage the Engineering Library (30,000 volumes). Additional assignments in-

clude reference, collection development and online searching for engineering programs in the Mines Library. Responsibilities: Reference, online searching; collection development; support staff supervision; bibliographic and end-user instruction. Acts as liaison with College of Engineering. Reports to Head of Branch Libraries. Required Qualifications: ALA-accredited science/engineering background and/or experience; public service experience in academic/special library; advanced computer searching skills and substantial microcomputer experience; strong communication, interpersonal, supervisory skills. Faculty status requires librarians to meet faculty standards for appointment, promotion and tenure. Preferred Qualifications: Experience with bibliographic instruction, library automation and other technological innovations and space and new facilities planning; collection development experience in engineering. Salary open depending upon qualifications and experience (minimum: \$28,435). 12 month appointment; TIAA/CREF; 24 days vacation. Open immediately. Mountains, desert, lakes, 5 hours by car from San Francisco. Send letter of application, resume and names and addresses of three references to: Ruth H. Donovan, Associate Director, **University of Nevada-Reno** Library, Reno, NV 89557 by January 15, 1988, or until the position is filled. An AA/EEO employer.

GENERAL REFERENCE/GOVERNMENT PUBLICATIONS LIBRARIAN. Search extended, 12-month tenure-track position as Instructor or Assistant Professor available March 1, 1988. Salary range \$25,140-\$27,900 depending on qualifications and experience. Reference duties include reference desk assignment, bibliographic instruction, database searching, and collection development. Government publications duties include administration of federal and state documents collections, reference and legal reference service, and bibliographic instruction. Minimum requirements: ALA-accredited MLS and experience in reference and government publications. Desired qualifications: cognate master's, science or social science background. OCLC experience, experience in legal reference, experience with microcomputers and online retrieval systems, research or publication record. Library faculty members work under a union negotiated contract. Evaluations for retention, promotion, and tenure are based upon performance in areas of primary duties, research, and service. Letters of applications, resumes, current

credentials, transcripts, and list of references should be postmarked by January 3, 1988. Address correspondence to: Cynthia Johnson, Administrative Clerk, University Library, **Western Illinois University**, Macomb, IL 61455. WIU is an Equal Opportunity, Affirmative Action Employer. Women, Minorities, and Handicapped individuals are especially encouraged to apply.

GEORGIA CENTER FOR CONTINUING EDUCATION LIBRARIAN. University of Georgia Libraries. The Georgia Center is a residential conference center located on the University of Georgia Campus which offers programs and credit classes to nearly 100,000 adults annually. (Salary minimum \$18,000.) The successful candidate may have the opportunity to participate in an intensive professional development program. Duties: The Georgia Center Librarian reports to the Educational Resources Librarian, Education Department (Main Library), and is responsible for the development and management of services and collections of the Georgia Center for Continuing Education Library. This includes providing reference service, performing collection development and management, planning and conducting orientation tours and bibliographic instruction, preparing bibliographies, performing computerized database searches, and supervising one support staff. Qualifications: Required: ALA-accredited MLS; ability to establish and maintain effective cooperative relationships with colleagues, faculty and library users; interest in library orientation and bibliographic instruction; effective oral and written communication skills. Preferred: Working knowledge of basic reference sources; strong public service orientation; creativity and flexibility in planning and implementing library programs. Desired: Interest in academic librarianship; knowledge of computerized database searching; interest in and commitment to the concept of adult learning through continuing education. Application Procedure: Send letter of application by January 20, 1988, including resume and names of three references to: Florence E. King, Personnel Librarian, **University of Georgia Libraries**, Athens, GA 30602. This position will be filled only if suitable applicants are found. An Equal Opportunity, Affirmative Action Institution.

HEAD, ACCESS AND SUPPORT SERVICES, Avery and Fine Arts Libraries. This position reports directly to the Avery Librarian and has

DIRECTOR OF THE TODD WEHR LIBRARY

St. Norbert College

St. Norbert College invites applications for the position of Director of the Todd Wehr Library. The Director reports to the Associate Dean for Instructional Services and is responsible for providing quality library service to the entire college community through innovative programs and prudent management. Specific responsibilities include, but are not limited to: directing the professional support and student staff; preparing the library budget; developing policies in conjunction with the Library Advisory Committee; overseeing all library operations; preparing grant proposals; and other duties as college needs dictate.

The successful candidate will have the following qualifications: an MLS from an accredited library school, with a second master's or Ph.D. desirable; academic library experience, including at least four years of administrative experience; and a demonstrated knowledge of automated library systems. In addition, the person selected will have strong interpersonal skills and be able to interact with the various college constituencies.

St. Norbert College is a private, selective, residential, coeducational liberal arts institution. It has an enrollment of 1,750 undergraduates and is the most "applied-to" private college in Wisconsin. It is located in the beautiful Upper Fox River Valley at De Pere, adjacent to Green Bay, Wisconsin. The College was established in 1898 and has a reputation for quality in all it undertakes.

The position will be available July 1, 1988. Salary is in the mid-\$30s range with excellent benefits. Applications will be accepted through **January 15, 1988**. To apply, send resume and names, addresses, and telephone numbers of at least three references to:

Eileen Finnerty
Director of Personnel Services
St. Norbert College
De Pere, WI 54115

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primary responsibility for the administration of access and support services, including coordination of general reference service to faculty and students and maintenance and preservation of library collections. The incumbent has supervisory responsibility for 8 full-time and 35-40 part-time staff members and works in close consultation with the special subject bibliographers. In addition to an accredited MLS, requirements are previous relevant experience, evidence of creativity and initiative, and the ability to communicate and work effectively with students and faculty. Preferential consideration will be given to applicants with relevant academic training and/or experience in art and architecture. Salary ranges are: Librarian I: \$24,500-\$31,850; Librarian II: \$26,500-\$35,775. Excellent benefits include tuition exemption for self and family and assistance with University housing. Send resume, listing three references, to: Kathleen M. Wiltshire, Director of Personnel, Box 35 Buller Library, **Columbia University**, 535 West 114th Street, New York, NY 10027. Deadline for applications is December 21, 1987. An Equal Opportunity, Affirmative Action Employer.

HEAD, INFORMATION SERVICES DEPARTMENT (search extended). Administers operations of unit in the Main Library comprised of reference services, automated search services, government publications, microforms, current periodicals, and information desk. Staff includes 12 FTE librarians, 7 support staff, 5.2 FTE student employees, and a half-time graduate assistant. Works closely with all areas of public and technical services to provide effective service to users, with particular emphasis on further development of automated search services and to the Libraries' commitment to a broad-based instructional program. Reports to Assistant Director for Main Library Public Services. Librarians have faculty rank and responsibilities, including research, publication and service. Required: MLS from ALA-accredited program; increasingly responsible experience in reference, online searching and bibliographic instruction in a large academic or research library, including substantial supervisory experience; ability to communicate effectively and to work productively with diverse groups; commitment to client-centered services. Preferred: demonstrated ability to provide effective leadership in climate of change; experience in staff training and development and in reference collection development; formal training in management, experience with microcomputers. Salary: \$32,040-\$37,080. Applications received by 31 December 1987 will receive first consideration. Apply to: Sharon A. Sullivan, Personnel Librarian, **Ohio State University Libraries**, 1858 Neil Avenue, Columbus, OH 43210. Include names, addresses and telephone numbers of three references. Qualified women, minorities and handicapped persons are encouraged to apply.

HEAD, INFORMATION TECHNOLOGY SERVICES. The Health Sciences Library at the University of North Carolina at Chapel Hill invites applications for Head, Information Technology Services. Reporting to the Director, this position supervises two professional systems librarians, and plays a key role in planning and supporting information technology applications in the library. The position also participates in a library strategic planning process now underway, and leading to the development and expansion of computer-based information and knowledge systems. Current library applications include extensive use of IBM microcomputers, PERLINE/BOOKLINE acquisitions/serials control system running on minicomputer, OCLC and other remote information services, and integrated library system (TRLN) being jointly developed by UNCCH and two other institutions (development is done by dedicated project staff). The library is implementing an IBM Token-Ring LAN and a desktop publishing operation. The department also provides in-house computer training for staff and technical support for information management course development. The Head of Information Technology Services works closely with other library departments and acts as a liaison to campus computer services, library automation staff at other libraries, and vendors. Required: ALA-accredited MLS or equivalent graduate degree in information science or information resources management; minimum of five years library or automation experience, some in a managerial capacity; and extensive knowledge of computer/telecommunications technology and library automation. Desirable background includes experience providing in-depth support for IBM PCs preferably in a LAN environment, programming experience in a high-level language (dBASE, COBOL or MUMPS desirable), experience specifying and writing contracts for computer systems, and formal computer science course work. Qualities sought include excellent interpersonal and communication skills, analytical ability, innovative attitude, initiative, flexibility, interest in professional involvements, and commitment to serving health professionals. Salary

based on experience and other factors; minimum salary \$30,000. The Health Sciences Library has a professional staff of 24; it serves 5 professional schools and North Carolina Memorial Hospital. Send letter of application, curriculum vitae, and names of 3 references to: Carol G. Jenkins, Director, Health Sciences Library CB# 7585, **University of North Carolina at Chapel Hill**, Chapel Hill, NC 27599. To be assured of consideration, applications should be received by December 31, 1987. An Affirmative Action, Equal Opportunity Employer.

HEAD OF BIBLIOGRAPHIC CONTROL, Law School Library (PC II). This position is responsible for all cataloging activities in the Law School Library (750,000 volumes) including administrative responsibilities for three professional and six supporting staff; planning and implementing online systems, including PEGASUS, the Innopac online catalog; participating in interdepartmental coordination, including coordination of an integrated automated system for acquisitions, serials control, and circulation; and formulating cataloging policy. Unit provides copy and original cataloging for serials, monographs, and other bibliographic formats. In addition to an accredited MLS, requirements are a thorough command of cataloging techniques and principles, demonstrated administrative abilities, and appropriate experience. Preference will be given to candidates with substantial automated cataloging experience in a large academic library or the equivalent; a working knowledge of at least two modern languages, and the ability to work with a broad range of languages; and a second Master's degree and/or postgraduate work in legal studies or related fields such as political science or international affairs. Serials cataloging and/or law cataloging experience helpful. Salary ranges are: Librarian II: \$26,500-\$35,775. Librarian III: \$29,500-\$42,775. Submit resume to: Box 35 Buller Library, **Columbia University Libraries**, 535 West 114th Street, New York, NY 10027. Deadline for applications is December 31, 1987. An Equal Opportunity, Affirmative Action Employer.

HEAD OF CATALOGING. Colgate University, located in rural upstate New York, is seeking a librarian to direct cataloging operations for a department of 4.5 FTE, contract and student staff, to develop plans and policies with special attention to the application of computer technology, and to catalog complex and original material. Duties will include coordinating online catalog system tasks, serving as a technical advisor for the library and subject liaison responsibilities with academic departments or divisional committees. Required: ALA-accredited MLS; 3-5 years professional cataloging experience, experience with OCLC, a knowledge of AACR2 and pre-AACR2 codes, LC classification and subject headings, library automated systems, demonstrated supervisory skills and an ability to plan and implement change. Desirable: authority control experience in an online catalog environment. Application deadline: January 15, 1988. Salary: \$24,000+ depending on experience. Send letter of application, resume and three sources for current references to: Judy Gibson Green, University Librarian, Case Library, **Colgate University**, Hamilton, NY 13346. Women and minorities encouraged to apply. EOE/AA.

HEAD OF LIBRARY BRANCH OPERATIONS, University of South Alabama Branch Campus. Faculty, tenure-track position available in University Library on the Alabama Gulf Coast. Reports to both the Director of University Libraries and the Director of University Branch. Primary responsibilities: maintenance of library services to students matriculating at branch locations. Provides Public Services to students at remote sites (includes extensive drive and evening hours) and emphasizes the use of electronic technology for access to reference services and library collections at the main campus. Requirements: ALA-accredited MLS and minimum of 2 years professional library experience. Twelve month appointment at Assistant Librarian rank. \$20,000+ depending on education and experience. 20 days vacation, university-subsidized insurance, state retirement, TIAA/REF option. Applications will be reviewed beginning December 1, 1987; position will remain open until filled. Submit resume and names of 3 references to: Chairman, University Library Search Committee, Library Administration, **University of South Alabama**, Mobile, AL 36688. An Equal Opportunity, Affirmative Action Employer.

HEAD OF PUBLIC SERVICES, Philadelphia College of Pharmacy and Science. Oversees for circulation, reference, online searching. Participates in collection development and instruction. Qualifications: ALA-accredited MLS, minimum 3 years experience, science background and/or experience highly desirable. Position carries faculty rank and responsibilities. 12 months, competitive salary. ex-

cellent fringe benefits. Specialized college serving 1,450 students in undergraduate and graduate programs in pharmacy, science, and health professions. Close proximity to all cultural institutions of city. Reply with vita and names of three references to: Mignon Adams, Director, Joseph W. England Library, **Philadelphia College of Pharmacy and Science**, 42nd Street and Woodland Avenue, Philadelphia, PA 19104-4491. Closing date December 29, 1987. EOE M/F/H/V.

HISTORY BIBLIOGRAPHER. (Salary minimum \$18,000.) The successful candidate may have the opportunity to participate in an intensive professional development program. Duties: The History Bibliographer reports to the Head of the History and Humanities Department and is responsible for development and management of the Libraries' general collections in history, for facilitating access to these collections, and for serving as liaison to faculty in appropriate academic departments. This includes performing collection development and collection management activities, serving as liaison to University faculty, providing a variety of reference services to patrons, and keeping abreast of current literature and trends in the field. The Department is composed of four bibliographers and three support staff. Qualifications: ALA-accredited MLS; advanced degree in a historical discipline; working knowledge of a variety of modern European languages, effective oral and written communication skills; ability to establish and maintain effective working relationships with colleagues, faculty, and library users; appropriate experience in an academic library preferred, demonstrated interest in academic librarianship preferred; knowledge of computerized database searching desired. Application Procedure: Send letter of application by January 20, 1988, including resume and names of three references to: Florence E. King, Personnel Librarian, **University of Georgia Libraries**, Athens, GA 30602. This position will be filled only if suitable applicants are found. An Equal Opportunity, Affirmative Action Institution.

LIBRARIAN FOR THE BOTANY/CHEMISTRY AND THE BIOLOGY LIBRARIES, the University of Iowa, Iowa City. Under the direction of the Assistant University Librarian for Reader Services, the incumbent is responsible for the management of two separate libraries. Principal duties are the supervision of two full time library assistants and several student assistants, the provision of reference services and bibliographic instruction primarily for graduate students and faculty, and, under the direction of the Assistant University Librarian for Collection Management, selection work in the areas of chemistry, chemical engineering, botany, and biology. The Botany/Chemistry Library of 3,000 volumes serves 40 faculty and 150 graduate students, and the Biology Library, holding 34,000 volumes, serves 26 faculty and 80 graduate students. Requirements: An ALA-accredited graduate library degree; an educational background in either the life or physical sciences; a minimum of three years of professional experience which includes some science reference and/or science selection work and experience in staff management and supervision; a basic reading knowledge of at least one Western European language other than English; good communication skills. Desirable characteristics include significant research library experience, a degree in the life or physical sciences, and experience in electronic bibliographic searching. Salary: Appointment will be made at the Librarian II rank. Salary will be in the mid- to upper twenty thousand dollar range, salary determination based on a combination of educational background and experience. The University offers an attractive package of additional benefits, including 25 days paid vacation per year, TIAA/CREF retirement, Social Security, disability and medical/dental insurance. Application procedure: Applications received by 1 February 1988 will receive first consideration. Qualified individuals should submit a letter of application, vita information, and the names, addresses, and telephone numbers of three references to: William Sayre, Assistant University Librarian for Administrative Services, The **University of Iowa Libraries**, Iowa City, IA 52242. The University of Iowa is an Equal Opportunity, Affirmative Action Employer.

LIBRARY DIRECTOR, University of Arkansas at Little Rock. Search extended. Position reports to the Vice Chancellor/Provost. Requirements are an ALA-accredited MLS plus an additional advanced degree (preferably the doctorate); familiarity with a broad range of library functions gained through professional advancement; academic or research library administrative experience; strong leadership, management, and communication skills; knowledge of OCLC and other automated systems; and a strong commitment to service. Position available July 1, 1988. Tenure track with faculty

rank and benefits. Salary range \$45,000 to \$60,000. Send curriculum vitae and names with telephone numbers of three references by February 1, 1988, to: James Panns, Chair, Library Director Search Committee, Ottenheimer Library, **University of Arkansas at Little Rock**, Little Rock, AR 72204. The University of Arkansas at Little Rock is an Affirmative Action, Equal Opportunity Employer and actively seeks the candidacy of minorities and women.

MEDIA/REFERENCE LIBRARIAN. The Media/Reference Librarian supervises the media department including the acquisition, cataloging and servicing of nonprint materials. The Librarian is also responsible for the purchase, maintenance and operation of audiovisual and microcomputer equipment and the production of slides and other audiovisual materials. The position requires a non-traditional work schedule including hours at a public service desk. Qualifications: ALA-accredited MLS; however, a master's degree in educational media and technology plus appropriate training or experience may be substituted for the MLS. It is preferred that applicants have knowledge of nonprint materials and equipment, knowledge of online systems and the ability to use OCLC. Strong interpersonal and communication skills are desired. Salary \$17,988, 12-month appointment, position available immediately. Send letter of application, resume, transcripts and list of three references, including addresses and telephone numbers, to: Melba Harvill, Director of Libraries, Moffett Library, **Midwestern State University**, Wichita Falls, TX 76708. Review of applications will begin immediately and will continue until the position is filled. Midwestern State University is an AA/EEO Employer.

MUSIC CATALOGER, College-Conservatory of Music Library, University of Cincinnati. Responsible for the cataloging of music scores and maintenance of catalogs. Receives direction from and reports to the Head of the College-Conservatory of Music Library. Supervises one support staff member. The CCM Library is one of twelve branch libraries in the University Libraries system at the University of Cincinnati. The CCM Library houses 87,000 volumes and serves over 1,300 faculty and students in the seven divisions of the College. Required Qualifications: ALA Accredited MLS Degree; bachelor's degree in music; reading knowledge of at least one European language; ability to communicate clearly both orally and in writing. Preferred: Master's degree in music; music cataloging experience; experience with OCLC system; successful supervisory experience. Salary and rank is commensurate with qualifications and experience, range, \$21,300-\$24,000. Send resume with cover letter and the names and addresses of three references no later than January 11, 1988, to: Judy Wernicke, Personnel Assistant, **University of Cincinnati Libraries**, Cincinnati, OH 45221-0033. The University of Cincinnati is an Affirmative Action, Equal Opportunity Employer.

NONBOOK LIBRARIAN. University of Nevada, Las Vegas, seeks energetic, creative librarian to fill new Nonbook Librarian position and assume responsibility for managing, planning and implementing an expanding nonbook program. Nonbook section is staffed by 3.5 classified employees and 10 part-time student assistants. Services include providing access to variety of AV materials; operating a copy service; providing a growing faculty development center that currently includes microcomputers and grading machines; cooperating with Computing Center in housing a computer training lab. This person will work closely with faculty, librarians and other university community members to ensure that appropriate services, collections and equipment are available. The person will also address relationship between computer technologies and nonbook services. Qualifications: ALA-accredited MLS; two years professional academic library experience; strong planning, supervisory, communication skills; high tolerance for ambiguity, training in use of nonbook materials, sources, equipment; ability to relate harmoniously with clients and staff; and commitment to responsive, innovative public services. Salary: \$22,500-\$25,000 depending upon experience and qualifications. Twelve-month, tenure track appointment with excellent benefits including TIAA/CREF, 24 days vacation, and no state income tax. Send application letter; resume; names, addresses, phone numbers of three references by January 15, 1987, to: Mary Dale Deacon, Director of Libraries, **University of Nevada, Las Vegas**, Las Vegas, NV 89154. UNLV is an AA/EEO institution.

OFF-CAMPUS SERVICES LIBRARIAN. Serving off-campus adult learners enrolled in external degree programs through Central Michigan University. Will maintain a reference and referral service and coordinate the delivery of library services to students and faculty in Washington, D.C., and southeastern states. Library office is located

in Fairfax, Virginia. Bibliographic instruction and marketing of the Library Program are key elements of this position. Librarian will collaborate with four other external degree librarians (one in Fairfax, Virginia, one in Troy, Michigan, and two in Mt. Pleasant, Michigan) plus on-campus librarians. The individual selected will report to the Manager, Off-Campus Library Services. Qualifications: ALA-accredited MLS degree; one year of professional experience of a qualifying nature, bibliographic instruction experience; willingness to travel, and to work a flexible schedule; and a team orientation required. Database searching experience and experience with Xenix preferred. Minimum salary \$20,550, commensurate with qualifications. Salary currently augmented by a 14.4% area differential. Excellent benefits including university funded health care; life, travel, and disability insurance; paid sick leave; paid holidays, retirement and 20 vacation days a year. Submit letter of application, resume, and the names and addresses of three references to: Chairperson, Selection Committee, 207 Park Library, **Central Michigan University**, Mt. Pleasant, MI 48859; (517) 774-6419. Applications received prior to January 15, 1988, will be given priority consideration. CMU is an affirmative action and equal opportunity institution.

PUBLIC SERVICES LIBRARIAN. Instructor or Assistant Professor Level. Stockton State College offers four-year undergraduate pro-

gram to 5,000 students in the arts and sciences and professional studies, and is located in southern New Jersey between Philadelphia and Atlantic City. Responsibilities: General reference, collection development, online searching (DIALOG) bibliographic instruction, other duties as assigned. Qualifications: MLS from ALA-accredited institution, computer skills, good interpersonal and communication skills. Rank dependent upon experience. Salary: \$22,835.91 to \$28,955.73 (12 months) plus State mandated benefits based upon qualifications, experience and increases in the New Jersey State Compensation Plan. Send application, resume and names of three references to: Eileen Dubin, Director of Library Services, **Stockton State College** Library, Pomona, NJ 08240. Review of applications will begin on December 1, 1987. However, applications will be accepted until position is filled. Stockton State College is an Affirmative Action, Equal Opportunity Employer. Women and minorities are encouraged to apply.

PUBLIC SERVICES LIBRARIAN. MLS from ALA-accredited school and commitment to public service in academic libraries required. Successful candidate will participate as team member in planning and implementation of public service policies and procedures, particularly in areas of reference, library instruction, and database searching. High commitment to all aspects of library operations



DEAN OF UNIVERSITY LIBRARIES

West Virginia University

Applications and nominations are invited for the position of Dean of University Libraries at West Virginia University. The Dean is the chief administrative and academic officer of the State's largest university library. The library system, which contains over 2.6 million items, consists of a central library and nine branches on three campuses and serves over 17,300 students and 1,529 full-time faculty. The University Planning Council and the central administration have established the University libraries as the institution's highest priority.

Responsibilities: The Dean of University Libraries reports directly to the Provost of the University and is a member of the Deans' Council. The Dean has primary responsibility for collection development and management; library service; budget and planning; library automation; personnel resources; fundraising; chairing the Library Science Department; and fostering state, regional, and national cooperative efforts. The Dean must work effectively with faculty and students as well as colleagues elsewhere in West Virginia, while acting as the official representative and advocate for the library.

Qualifications:

- Degree requirements: (1) Doctoral degree and (2) Master's degree from an ALA-accredited library school or equivalent experience.
- At least five years of administrative experience, preferably in an academic library.
- Experience with automation procedures in libraries.
- A record of support for affirmative action and equal employment opportunity personnel actions.
- Sufficient scholarly and professional achievement to merit appointment to senior faculty rank.
- Teaching experience in library science is desirable.

Salary: commensurate with experience and qualifications.

Starting Date: July 1, 1988 (negotiable).

A complete application should include a resume and the names, addresses and telephone numbers of at least 3 references, and be received by **February 1, 1988**, in order to be assured of full consideration.

Send application to:

W. Robert Biddington
Chairman of Search Committee
West Virginia University
School of Dentistry
Morgantown, WV 26506

West Virginia University is an affirmative action, equal opportunity employer.

is expected. Preference given to subject expertise in sciences or business. This is a 12-month, full-time, two-year replacement position with the possibility of renewal. Salary range is \$18,000-\$22,000. Benefits include tuition remission, medical, TIAA/CREF, holidays, vacations, etc. Deadline for applications is January 15, 1988. Application plus three letters of recommendation should be sent to: Kathy Flynn, Wage and Benefits Office, **College of Saint Benedict**, St. Joseph, MN 56374.

REFERENCE AND INFORMATION SERVICE LIBRARIAN. Faculty tenure-track position in Reference and Information Service. Candidates should have specific capabilities in sub-areas such as user needs analysis, communications skills and advanced techniques. An ability to teach graduate level courses in the operation of special libraries and an emphasis on the health sciences or other scientific subjects is also desirable. Applicants should have a Ph.D. degree or be in the final stages of their Ph.D. program. Evidence of experience in the planning and execution of scholarly research projects will also be a selection factor. Rank and salary are dependent upon qualifications and experience. 9 month month appointment with opportunity for summer teaching. Minimum starting salary: \$28,500. Appointment date: Fall, 1988. Application deadline: February 15, 1988, or until appropriate candidates are identified. Send applications to: Chair, Reference Faculty Search Committee, College of Library and Information Services, **University of Maryland**, College Park, MD 20742; (301) 454-5441. The University of Maryland is an affirmative action and equal opportunity employer.

REFERENCE AND INFORMATION SERVICES LIBRARIAN. Instructor or Assistant Professor. Provides general reference service to all disciplines. Information desk reference assignment includes evening schedule. Maintains and develops the reference collection. Assists with online searching and bibliographic instruction. Does liaison work with University faculty for development of library services. Participates in library committees and library faculty council, and provides University committee service. Follows University library faculty policies. Reports to the Assistant Director for Reader Services. Required: ALA-accredited MLS and demonstrated excellent oral and written communication skills. Preferred: One to two years' academic professional experience; evidence of ability to work well with faculty, students, and colleagues in a university environment and ability to meet university standards for tenure-track appointment including research and service. 12-month tenure-track appointment, 24 days annual leave plus holidays. Paid state or TIAA/CREF retirement plan. Contributory health insurance plan. Salary from \$19,000, commensurate with qualifications. No state income tax. Review of applications begins January 4, 1988, and continues until the position is filled. Send letter of application, resume, names, addresses and phone numbers of three references to: Personnel Office, **East Tennessee State University**, P.O. Box 24070A, Johnson City, TN 37614-0002. ETSU is an affirmative action, equal opportunity employer.

REFERENCE LIBRARIAN. Christian liberal arts college seeks reference librarian. Responsibilities: general reference service, reference collection development; liaison to four or five academic departments; bibliographic instruction; online searching experience desirable. Education: MLS from ALA-accredited school; second master's in subject area desirable. Faculty rank, 10 month tenure-track appointment; minimum salary: \$19,000. TIAA/CREF. Submit letter of application, resume, transcripts, and three references to: Marilyn Starr, Chairperson of Library Resources, **Spring Arbor College**, Spring Arbor MI 49283, by March 1, 1988.

REFERENCE LIBRARIAN. Online searcher with excellent reference and teaching skills to do reference, bibliographic instruction, and administer the U.S. Government Depository Collection. Help us implement our NOTIS Automation System and develop new technology such as CD-ROM. ALA Master of Library Science. \$22,000. Excellent fringe benefits. Send letter of application, resume, transcript and 3 letters of recommendation to: Charles H. Kemp, Head Librarian, **Missouri Southern State College**, Joplin, MO 64801. Deadline: 1 January 1988. Starting date: negotiable, no later than 1 June 1988. EOE/AA.

REFERENCE LIBRARIAN. To provide general reference service including desk coverage (with regular evening and weekend hours); bibliographic instruction, coordination of online searching services; book selection in sciences, including liaison work with science faculty. Required. ALA/MLS; 2 years professional experience in refer-

ence; training or experience in online searching. Desired: Degree in natural science discipline or significant interest in science information services; experience with maps and documents. Instructor or Assistant Professor rank. Salary: \$20,000-\$23,000 depending on experience/qualifications; 12 month contract. Health and life insurance, state retirement, 20 days vacation. FLC is a state supported, liberal arts institution with 3,700 undergraduates, located in south-western Colorado. Apply to: Judy Paterson, Chair, Reference Librarian Search Committee, 154 Reed Library, **Fort Lewis College**, Durango, CO 81301, with letter, resume, and names and phone numbers of 3 professional references, postmarked no later than January 8, 1988. AA/EEO employer.

REFERENCE LIBRARIAN/BIBLIOGRAPHER (Philosophy and Theology). Boston College, O'Neill Library invites nominations and applications for the position of Reference Librarian/Bibliographer (Philosophy and Theology). Responsibilities: Participates in collection development and serves as liaison with the philosophy and theology departments and possibly other assigned academic departments. Provides general reference service at the reference desk, including one evening, participation in weekend rotation, and occasional holidays. Provides bibliographic instruction, both to freshman English classes and advanced classes in philosophy and theology. Performs appropriate computerized literature searches. Participates on library and departmental committees and task groups. Performs other appropriate assigned tasks. Boston College offers its 14,000 students and almost 700 faculty the advantages of a strong liberal arts institution with outstanding graduate and professional programs. Library collections number over one million volumes. The new O'Neill Library provides an attractive, intensively used, highly automated environment for study and learning and also houses the campus computer center. The library administration is committed to developing leadership, management and planning skills at all levels of the library staff. Qualifications include an ALA-accredited MLS; good interpersonal and communication skills. A minimum of two years relevant experience in an academic library, including experience with collection development or reference work is required. Appropriate subject background necessary; an advanced degree in appropriate subject area and knowledge of a foreign language strongly preferred. Benefits: Excellent benefits package including tuition remission, a wide range of insurance programs and 22 days annual vacation. Salary from \$23,100 depending on qualifications. To apply: Send resume with names and telephone numbers of 3 references to: Mary McMillan, Employment Manager, Department of Human Resources, **Boston College**, Chestnut Hill, MA 02167. Applications received by January 15, 1988, will receive priority consideration. Boston College is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN/BUSINESS. New position at North Dakota State University Library. Position in a landgrant university library serving 8,500 undergraduate students, 1,000 graduate students, and 700 faculty. Under the direction of the Head of Reference and the Collection Management Librarian, duties include general reference work in the Main Library, participation in an active library instruction program, online database searching, collection development in business and other fields as assigned, and liaison with the College of Business Administration. Qualifications: Required: graduate degree from an ALA-accredited school. Preferred: reference and collection development experience in an academic or special library; experience with online database searching; degree or coursework in business; ability to work effectively with faculty, staff, and students. Reference staff consists of 5 FTE librarians, 1 paraprofessional, 1 clerk, and student employees. The NDSU Library is a member of Tri-College University, a successful consortium (NDSU, Moorhead State University, Concordia College) with online catalog and circulation links to the Minnesota State University System's PALS network. NDSU is located in Fargo, an educational, cultural, and medical center for the Upper Plains. The total population of the metropolitan area, which includes Moorhead, Minnesota, exceeds 145,000. The area is within a short drive of the Minnesota lake country and 4 hours from Minneapolis and Winnipeg. Salary: \$20,000. TIAA/CREF and Blue Cross/Blue Shield/HMO options. Applications and nominations should be received no later than January 15, 1987. Send letter of application; current resume; and names, addresses, and phone numbers of three references to: Personnel Office, **North Dakota State University**, P.O. Box 5227, Fargo, ND 58105. NDSU is an equal opportunity institution.

REFERENCE LIBRARIAN/BUSINESS SUBJECT SPECIALIST,

Assistant Professor (tenure-leading), Central Reference Services Department starting April 1, 1988. 1) Serve on the Reference/Information Desk. 2) Select materials for the general library collection for the College of Business Administration and in Actuarial Science. (Includes collection management, assessment, and fund management.) 3) Provide user education in assigned subject area(s). 4) Liaison with faculty, staff, and students in the College of Business Administration and affiliated agencies. 5) Online searching in the humanities and social sciences. Required: MLS from a program accredited by the American Library Association; strong interpersonal skills; demonstrated oral and written communication skills; business degree or equivalent experience. Preferred: Experience in online searching; experience in reference service; graduate degree in the social sciences or humanities; reading knowledge of one or more foreign language(s). \$19,000 minimum for a 12-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current addresses/telephone numbers of three references by January 15, 1988, to: Kent Hendrickson, Dean of Libraries, 106 Love Library, **University of Nebraska-Lincoln**, Lincoln, NE 68588-0410. Affirmative Action, Equal Opportunity Employer.

REFERENCE LIBRARIAN/GOVERNMENT DOCUMENTS LIBRARIAN, Case Library, Colgate University. Participates fully with 5 other professionals in reference desk service (general reference, documents, and science), database searching, and library instruction. Coordinates United States Government, New York State Government, and United Nations documents operation. Supervises one FTE paraprofessional and student staff. Library has been a federal depository since 1902 and currently receives over 45% of depository items. Required: ALA-accredited MLS; two years experience in Government Documents in a depository library; demonstrable commitment to full participation in reference services; reference experience in government documents or in a general reference collection; strong analytical and organizational skills. Desirable: Experience in or knowledge about the automation of government documents operations. Salary: \$23,000 + Application deadline: January 15, 1988. Preliminary interviews at ALA Midwinter. Send letter of application,

resume, and three letters of reference to: Judy Green, University Librarian, Case Library, **Colgate University**, Hamilton, NY 13346. Women and minorities encouraged to apply. Colgate is an AA, EOE.

UNIVERSITY LIBRARIAN, The University of Southern Mississippi invites nominations and applications for the position of University Librarian. The University Librarian is the chief administrator for the Joseph Anderson Cook Library (main collection), the William David McCain Library and Archives (special collections), and the Teaching Learning Resource Center. The University Librarian reports to the Vice President for Academic Affairs. The libraries serve a student body of approximately 12,000 undergraduate and graduate students and a faculty of 650. Candidates should possess substantial professional experience, familiarity with a broad range of library functions, administrative competency, knowledge of new library technologies, communication skills, and a strong commitment to service. Candidates must also have a record of significant academic and/or professional achievement. Requirements are an ALA-accredited master's degree plus an additional advanced degree (preferably the doctorate) in Library Service or another appropriate academic area. Evidence of continuing professional development is expected. Depending upon qualifications, the University Librarian may also hold an academic appointment on the library science faculty or in another appropriate department of the University. Cooperation with the ALA-accredited library science program will be expected. Salary will be nationally competitive and commensurate with qualifications and experience. Nominations and applications will be reviewed beginning January 4, 1988, and will be received until appointment is made. Preliminary interviews will be conducted at the ALA Midwinter Meeting to be held in San Antonio, Texas, January 9-11, 1988. Prospective candidates should indicate whether they will be attending the ALA Midwinter Meeting. Position is available on or after July 1, 1988. Send letter of application, resume, and names and addresses of three references to: Search Committee for University Librarian, Office of the Vice President for Academic Affairs, **University of Southern Mississippi**, Southern Station, Box 5002, Hattiesburg, MS 39406-5002. AA/EOE.

LATE JOB LISTINGS

ACQUISITIONS LIBRARIAN, Ruth A. Haas Library, Western Connecticut State University. Anticipated: Full-time, tenure-track library faculty position. Includes budgeting, materials purchasing and receipt, training and supervision of acquisitions staff, and coordinating purchasing requests and acquisitions development. Participates in liaison and bibliographic instruction programs. Reports to the Director of Library Services. Minimum Qualifications: ALA-accredited MLS. Experience with automated acquisitions system. Acquisitions experience in an academic library. Minimum Rank: Assistant Professor (Librarian II). Minimum Salary: \$26,000. Send resume with cover letter and names of three references by January 20, 1988, to: John Barton, Chair, Library Faculty Search Committee, **Western Connecticut State University**, Danbury, CT 06810.

ACQUISITIONS LIBRARIAN. Supervise, develop, and maintain library services for all non-print and print serial and monographic acquisitions whether by purchase or by gift. MLS or MA in library science; five years in acquisitions and technical services, hands-on experience with automated system(s), supervision of support staff, and ability to qualify for at least Assistant Professor rank are all required. Preference will be given to applicants who demonstrate experience with integrated library systems, planning and managing library services, collection development and supervision of librarians. Academic rank of Assistant or Associate Professor; salary to \$40,000 for 213 duty days, usual fringe benefits. Apply by February 15, 1988, to: Thomas M. Pefschl, Dean of the Library, **Mankato State University**, Box 19, Mankato, MN 56001. Applications from minorities are encouraged.

ARCHIVIST, REGIONAL CULTURAL HISTORY COLLECTION. The University of Southern California Libraries is seeking a Librarian for its unique Regional Cultural History Collection in East Library. Reports to Head Librarian, Special Collections, and is responsible for managing Collection, preparing finding aids for manuscript collections and research use, and providing public service. Continuing liaison with donors, assisting in solicitation of additions to Collection, and promoting its use through instructional literature and exhibits. Attend to conservation and preservation needs. MLS from ALA-accredited program with archival training or substantial archival experience. Able to work independently and maintain confidentiality of sensitive and closed records. Good written and oral communication skills are essential. Preferred: interest in contemporary California and American history. Experience with archival and/or photographic conservation and preservation needs. Minimum two years archival or professional library experience. Rank and salary: Negotiable, depending on background and experience. Minimum: Librarian I, \$25,800; Librarian II, \$28,500. Deadline: Open until filled. Applications received prior to January 15, 1988, will be given priority. Apply to: Carolyn J. Henderson, Director of Personnel and Organizational Development, Doheny Memorial Library, University of Southern California, University Park, Los Angeles, CA 90089-0182. Applicants should submit letter of application, a resume, and the names and telephone numbers of three references. Refer to position title, and Position #110 CRL on all correspondence. AA/EOE.

ASSISTANT DEPARTMENT HEAD, Special Collections Department, Minneapolis Public Library. Librarian III. Duties include: Reference work and online searching, assisting with scheduling and training staff and with collection development, managing day-to-day workflow, related duties as assigned. Minimum qualifications: Master's degree from ALA-accredited library school and 3 years' professional library experience, preferably in public libraries. Experience with historical collections or rare book collections desirable. Minimum salary: \$32,084; generous benefits. Closing date: January 22, 1988. MPL application form, transcripts, 3 letters of reference required. For application forms, further information, and to apply, contact person is: Elizabeth Shelver, Personnel Officer, Minneapolis Public Library, 300 Nicollet Mall, Minneapolis, MN 55401; (612) 372-6614. An equal opportunity, affirmative action employer.

CHAIR/LIBRARY DIRECTOR, Rutgers University Institute of Management and Labor Relations. Rutgers University seeks a senior administrative officer to chair the Department of Library and Information Services in the Institute of Management and Labor Relations. The chair is responsible for all aspects of the IMLR Library's programs, resources, and services. Candidates must have demonstrated expertise in library administration as well as broad knowledge of information technologies and demonstrated organizational, leadership, and interpersonal skills. The candidate must exhibit a commitment to academic excellence and have sufficient scholarly and professional achievements to merit appointment at senior faculty rank. A competitive salary will be offered, commensurate with experience and qualifications, \$45,000-\$55,000. Deadline for applications is February 15, 1988. Nominations and applications should be sent to: Charles Nanry, Institute of Management and Labor Relations, Rutgers University, Ryder's Lane/Cook Campus, New Brunswick, NJ 08903. An affirmative action, equal opportunity employer.

COORDINATOR OF DATABASE CONTROL, Gelman Library, The George Washington University. Appointment salary minimum (negotiable, based on qualifications and experience): \$20,000. Library assignment: Cataloging and Systems Department. Position description: Responsible for planning and managing the

creation of bibliographic and item data for the library's CD-ROM public access catalog and online catalogs; for planning and maintaining the quality of this data to maintain the integrity and consistency of the database; and for assisting in planning and implementing procedures for phasing out the card catalog. The incumbent supervises eight full-time support staff members responsible for copy-cataloging through OCLC and for card catalog and database maintenance, and serves as a resource person for questions relating to machine-readable processing and formatting of records for staff. As one of five full-time professional catalogers, the incumbent reports to the department head and shares responsibility for original and difficult copy-cataloging; as with all professional librarians, the Coordinator of Database Control serves as a subject specialist in selective academic disciplines depending on background and experience. Qualifications: Required: ALA-accredited MLS; working knowledge of AACR2, LCSH, LC classification, OCLC/MARC formats; minimum 2 years recent professional experience cataloging on OCLC; successful supervisory experience; flexibility; good oral and written communication skills. Desirable: Teaching or training experience with OCLC or local online systems; experience using the OCLC micro-enhancer and with retrospective conversion; experience working with integrated online systems; experience cataloging serials and/or government documents; knowledge of German or East Asian languages. Deadline for applications: the search was originally open in July and is now extended; applications will be reviewed until the position is filled. Please send current resume and names of three references to: Andrea W. Stewart, Executive Coordinator, Gelman Library, George Washington University, Washington, DC 20052. GWU is an equal opportunity, affirmative action employer.

ENGLISH & AMERICAN LITERATURE SUBJECT SPECIALIST. MLS and two years' professional experience in an academic or research library are minimal requirements. Must also be conversant with at least one Western European language. Tenure track position at Senior Assistant/Associate Librarian rank. Salary: \$26,000 or higher commensurate with qualifications. To apply or obtain detailed description, write: M.E. State, State University of New York at Buffalo, University Libraries, 432 Capen Hall, Buffalo, NY 14260. An EO/AA Employer.

HEAD, CATALOGING AND SYSTEMS DEPARTMENT. Appointment salary minimum (negotiable, based on qualifications and experience): \$28,000. The Gelman Library, George Washington University, seeks an innovative manager for the position of Head of the Cataloging and Systems Department. The Library has been in a period of expansion of services and collections for the past several years. Currently, it has 1.2 million volumes and catalogs approximately 35,000 volumes each year. It has been an OCLC library since 1975 and has used the OCLC LS/2 system since 1980. The Library implemented the Marcive/PAC compact disk catalog and long-term backup catalog to the integrated NOTIS system, which is being implemented as a project of the Washington Library Consortium. The card catalog is being phased out. The Cataloging and Systems Department: Staffed by 16 FTE (including 5 librarians and 2 computer operators), the department is responsible for the cataloging of all materials added to the Gelman collection, including monographs, serials, and non-print material. In addition, the department is responsible for the maintenance of the bibliographic databases as well as the operation and maintenance of the systems themselves. These activities require effective interaction with the various units and departments throughout the library and will require close cooperation with other members of the Washington Library Consortium. The department is one of the four major areas within the Collections Division: Acquisitions, Cataloging and Systems; Preservation/Binding; and Special Collections. Responsibilities: Under the general direction of the Assistant

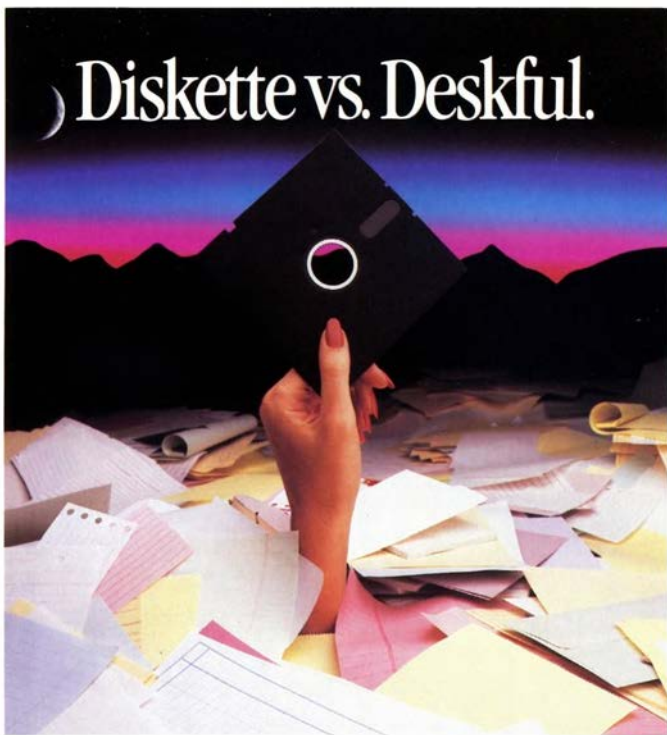
University Librarian for Collections, the department head will have major responsibility for working effectively with the Washington Library Consortium in planning and implementing NOTIS in Gelman Library and phasing out the systems it replaces. The department head is responsible for assuring that workflow and departmental organization are efficiently adapted to changes in automated systems and service priorities. In addition to responsibilities within the department and based on academic background and experience, all librarians at the Gelman Library serve as subject specialists for particular areas: serving as liaison to departments, providing consultation services, and performing collection development activities. Qualifications: ALA-MLS required. Well-developed managerial skills and cataloging experience required; 5 years professional experience in the cataloging department of an academic or research library preferred. Also required: demonstrated organizational, leadership, communications, and human relations skills; extensive working experience with an integrated online system in a research library; demonstrated ability to work effectively with public and collections staff at all levels. Deadline for applications: For full consideration, please send current resume and names and addresses of three references by February 1, 1988, to: Andrea Stewart, Executive Coordinator, Gelman Library, The George Washington University, Washington, DC 20052. The position will also be posted at ALA Midwinter in San Antonio and search committee members will be available there to meet with potential candidates. GWU is an equal opportunity, affirmative action employer.

MANAGEMENT & ECONOMICS SUBJECT SPECIALIST. MLS and two years' professional experience in an academic or research library are minimal requirements. Tenure track position at Senior Assistant/Associate Librarian rank. Salary: \$26,000 or higher commensurate with qualifications. To apply or obtain detailed description, write: M.E. State, State University of New York at Buffalo, University Libraries, 432 Capen Hall, Amherst, NY 14260. An EO/AA Employer.

REFERENCE LIBRARIAN, Pennsylvania State University, Harrisburg. Provide reference services in business and public administration. Duties include desk coverage in general 191,000 volume library (with scheduled evening and weekend hours), research referrals, instruction, computer-based literature searching, collection development. Ability to communicate and work effectively with students, faculty and administrators in operation of library programs. MLS from an ALA-accredited school; 2 years' professional experience as public services librarian. Faculty rank; minimum salary: \$22,008; liberal insurance, retirement and other benefits. Send letter of application and resume to: Charles Townley, c/o Robert Hamill, Box ALA, Pennsylvania State University, Harrisburg, Middletown, PA 17057. Closing date January 8, 1988, or until position is filled. EO/AA employer. Women and minorities encouraged to apply.

TWO PROFESSIONAL VACANCIES, The University of Texas at Arlington. Head of Central Library Reference. Position description: The Head of Central Library Reference is a new position and the incumbent will supervise a department that is being created through the amalgamation of a subject divisional arrangement. The department will consist of seven subject specialist librarians, two half-time computer search librarians, and four classified staff; it will provide reference service from a single desk for government publications as well as LC materials in all subject areas except Art & Architecture and Science & Technology. The Head of Central Library Reference will coordinate staffing of the reference desk, integrate computer-assisted reference with general reference, coordinate reference collection management, work with the Head of Government Publications/Maps to integrate documents and LC reference, develop

and maintain a reference policy manual, collect appropriate statistics, plan for the mix of services that best satisfies the Library's clientele, and supervise and evaluate the department's librarians and staff. The Head of Central Library Reference will be one of six department heads who report to the Assistant Director for Public Services. Qualifications: Required: Master's degree from an ALA-accredited program; at least four years' experience providing reference service in an academic or research setting with progressively more responsible positions; some supervisory experience; experience in online database searching; a record of professional and/or scholarly activity. Desired: Administrative experience; M.A. or Ph.D. degree in a relevant subject discipline. Head of the Science and Technology Library. Position description: The Head of the Science and Technology Library will administer a new branch library that will begin operations in 1988 with a satellite information center at the Automation & Robotics Research Institute reporting to it. The Science and Technology Library will serve all engineering and scientific fields taught on the UTA campus except for biomedical and psychology programs. The head of the library will supervise and evaluate a staff of two professional and two classified staff and bear responsibility for reference collection management, reference service, circulation, reserve, binding of current journals, an online search service, the determination of library hours, and management of the Robotics Information Center. The Head of the Science and Technology Library will also collect appropriate statistics, analyze service needs, and make recommendations to the Assistant Director for Public Services on the mix of services that will best serve the library's clientele. The Head of the Science and Technology Library is one of six department heads who report to the Assistant Director for Public Services. Qualifications: Required: Master's degree from an ALA-accredited program; advanced subject degree or the equivalent combination of education and experience in the sciences and/or engineering; at least four years' library experience in public services in progressively more responsible positions; some supervisory experience; experience in online database searching; a record of professional and/or scholarly activity. Desired: Administrative experience; M.A. or Ph.D. in the sciences or engineering. Employment: Both positions are full-time with a non-traditional work week. Location: The University of Texas at Arlington is located in the Dallas/Fort Worth metroplex, has a current enrollment of approximately 23,000, and offers 97 degrees, 18 at the Ph.D. level. The University Libraries presently have more than 1,000,000 items in the collections, a staff of 100, and an FY 1987-88 budget of nearly \$5,000,000. The Libraries participate in AMIGOS, OCLC, DIALOG, BRS, and are installing the NOTIS automated system. Salary and benefits: \$25,000 annual minimum for both positions, dependent on qualifications and experience. Benefits include State contribution to health insurance premiums, payment of 88 percent of Social Security premiums for the first \$16,500 of annual salary for a total of \$965.00, and 8.5 percent of annual salary contributed by the State to match the employee contribution of 6.65 percent for optional retirement programs. Applications: Applications should include a resume and the names of three professional references. Consideration for the positions will begin January 22, 1988, and will continue until a satisfactory candidate has been found. Applications should be addressed to: Chair, Head of the (appropriate search committee), The University of Texas at Arlington, P.O. Box 19497, Arlington, TX 76019.



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