

Letters

Résumé Essentials

To the Editor:

Job seekers and job changers who may have sought counsel from Thomas M. Gaughan's article, "Résumé Essentials for the Academic Librarian" (*C&RL*, March 1980), were probably disappointed. Gaughan clarified little in the obscure world of the academic librarian selection process. While it is true that "academic librarian" is not a profession cited in the "how to" literature of résumé writing, in most cases adaptation and interpolation of existing samples (cf., Gaughan's reference 4) should produce acceptable results.

However, two steps in the personnel selection process that Gaughan only touched upon briefly do deserve further attention. These are the expanding use of search committees and the requirement for submitting letters of reference at the point of application, rather than after the first interview or equivalent time. Further study into both of these activities would assist personnel librarians in determining the efficiency of these procedures and would also help the job applicants to understand the arcane practices in the world of academic librarian selection. Such studies would go far to enlighten these largely ignored areas of library practice and add more to the literature of the field than Gaughan's article.—*Franette Sheinwald, Atlantic Beach, New York.*

Response

To the Editor:

Franette Sheinwald is correct in her

assertion that study of the use of search committees and letters of reference in the selection process would be of benefit to job seekers and library administrators. However, she seems not to have understood that the intent of my article was to "... identify the elements of information in a résumé that are of greatest importance and interest to academic libraries seeking to fill vacant positions" (p.123), rather than to attempt an explication of the whole of the selection process.

I must also take issue with her assertion that adaptation of the literature of résumé writing to academic librarians' résumés "should produce acceptable results." Certainly it can, but the evidence that reaches my office daily, in the form of résumés more appropriate for professional salespersons than for academic librarians, was the impetus for this study—*Thomas M. Gaughan.*

NCHEMS Handbook

To the Editor:

The March 1980 issue of *C&RL* includes on pages 186-87 an abstract of the NCHEMS Handbook. Readers may be interested to learn that the ALA Office for Research is currently revising that version in conjunction with the LAMA Statistics Section and under contract with the National Center for Education Statistics. Mary Jo Lynch, of the ALA Office for Research, expects to complete the revision by the summer of 1980.—*Katherine Emerson, University of Massachusetts, Amherst.*

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