

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). Should this date fall on a weekend or holiday, ads will be accepted on the next business day. Late job listings will be accepted on a space-available basis after the second of the month.

Rates: Classified advertisements are \$7.10 per line for institutions that are ACRL members, \$9.00 for others. Late job notices are \$17.25 per line for institutions that are ACRL members, \$20.50 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$320 to \$610 based upon size. Please call for sizes and rates.

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

Internet: C&RL News classified ads are now accessible on the Internet through the gopher server at the University of Illinois at Chicago. Ads will be placed on the gopher approximately 2-3 weeks before the printed edition of C&RL News is published. To reach C&RL NewsNet you can locate the University of Illinois at Chicago in the menu of all servers maintained on gopher at the University of Minnesota. Alternatively, you can connect your favorite gopher client directly to host "gopher.uic.edu 70". Select "The Library" from the menu and then select "C&RL NewsNet" from the next menu.

Contact: Jack Helbig, Classified Advertising Manager, C&RL News Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513; fax: (312) 280-7663 or (312) 280-2520; e-mail: J21808@UICVM.uic.edu.

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

POSITIONS OPEN

ASSISTANT HEAD OF CIRCULATION, MAIN LIBRARY. Division/Department: Public Services and Collection Development/Circulation. Purpose and Scope: The Assistant Head of Circulation reports to the Head of Circulation, Main Library, and is responsible for the supervision of three to four full-time staff at the location of the Circulation Office, one of the units within the Department. In addition, the Assistant Head of Circulation actively participates in the planning and coordination of activities within the Circulation Department, representing the Department in the absence of the Department Head, and in the management of all nonuniversity borrowers, coordinate library services to users with disabilities, collaborates with systems personnel about requirements for the libraries' automated system, and serves other areas of the libraries as the primary resource person for circulation activities. The person in this position is expected to perform independently, use excellent analyti-

TWO POSITIONS

Wayne State University University Library System

ASSISTANT LIBRARY DIRECTOR

Assistant Library Director of the Purdy/Kresge Library is responsible for the administration of the Access Departments, including circulation and stack maintenance, interlibrary loan, reserves, on-line searching and information services. Master's degree from an ALA-accredited institution required.

MINIMUM SALARY: \$39,000 based on experience and qualifications. Posting #137.

MANAGER CIRCULATION DEPARTMENT

Manager Circulation Department manages the staff and is responsible for circulation component of the NOTIS System. Provides leadership and training for all employees. Master's degree from an ALA-accredited institution required.

MINIMUM SALARY: \$30,909. Posting #98.

For a full description of duties and qualifications write to: Judith March-Adams, Assistant Dean for Administration, 134 Purdy Library, Wayne State University, Detroit, MI 48202. Or phone: (312) 577-0942.

Submit a letter of interest, resume, and the names and addresses of at least three professional references to:

Posting # _____
Personnel Office
Wayne State University
Detroit, MI 48202

Positions will remain open until filled.

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

cal skills, and work constructively in team efforts with the ability to exercise sound judgment in problem solving. The circulation subsystem of GALIN (the libraries' locally developed, automated, integrated online system) has been operational since 1982. The collection numbers approximately 3.1 million and includes an off-site repository for which the Circulation Department has responsibility. The libraries circulate approximately 565,000 volumes annually. The Circulation Department of the Main Library is composed of two librarians, 20 support staff, and approximately 65 student assistants organized into five units: Circulation Office, Circulation Desk, Reserve Desk, Security and Shelving. Qualifications: Required: ALA-accredited MLS; experience in circulation, with a desire to maintain a high level of staff excellence and customer satisfaction, preferably in an academic library; knowledge of IBM-compatible word processing and spreadsheet packages; ability to establish and maintain excellent working relationships; effective oral and written communication skills. Preferred: Demonstrated successful supervisory experience, preferably in an environment providing public service; familiarity with automated circulation systems; strong interest in academic librarianship; knowl-

THREE POSITIONS AVAILABLE

University of North Texas University Libraries

CATALOGER--MUSIC

Responsible for original and copy cataloging of music materials in one of the largest university music libraries in the nation. Other duties include online database managements, retrospective conversion, and music reference. One of two music catalogers reporting to the Assistant Music Librarian. Required qualifications: MLS, MIS degree from ALA-accredited program; two more years of music cataloging; experience using OCLC; working knowledge of German, French, or Italian; undergraduate degree in music. Rank: Librarian II or III; 12-month appointment; minimum salary: \$24,000. Starting date: September 1, 1994. Search Committee Chair: Mark McKnight.

REFERENCE--GENERAL

Responsible for providing general reference assistance in a department of seven librarians. Duties include desk assistance, instruction, collection development, assistance with electronic access. Reports to Head of General Reference, Willis Library. Required qualifications: MLS, MIS for an ALA-accredited program; undergraduate or graduate degree in humanities or social sciences; excellent interpersonal skills; good oral and written communications; demonstrated interest in public services. Preferred qualifications: experience in academic library reference; additional graduate degree; knowledge of Internet and network navigation. Rank: Librarian I or II; 12-month appointment; minimum salary: \$23,000. Starting date: September 1, 1994. Search Committee Chair: Martha Tarlton.

REFERENCE--SCIENCE & TECHNOLOGY

Responsible for providing reference assistance in the Science & Technology Library. Duties include staffing reference desk, library instruction, collection development, assistance with electronic access. Reports to the Head of the Science & Technology Library, which is staffed by five reference librarians. Required qualifications: MLS, MIS for an ALA-accredited program; undergraduate degree in science area; excellent interpersonal skills; good oral and written communications; demonstrated interest in public services. Rank: Librarian I; 12-month appointment; minimum salary: \$23,000. Starting date: June 1, 1994. Search Committee Chair: Patricia Switzer.

The University of North Texas is a state-assisted comprehensive doctoral granting institution located in the Dallas/Fort Worth Metroplex. UNT, with a student enrollment of over 26,000, is the fourth largest university in the state. The UNT Libraries have total collections of over 1.5 million, a full-time staff of 105, and an operating budget of over five million dollars.

Screen of applications will begin on **April 30, 1994**, and continue until positions are filled.

APPLICATIONS: Applicants should submit a letter of application, vita, and the names, addresses, and telephone numbers of three professional references to:

**The respective Search Committee Chair
c/o Library Administrative Office
University of North Texas
UNT Box 5188
Denton, TX 76203-5188**

The University of North Texas is an equal opportunity, affirmative action employer and encourages applications of women, minorities, handicapped persons, and Vietnam-era veterans.

edge of issues in circulation; knowledge of ADA requirements. Benefits: Standard benefits package includes life, health, and disability insurance and mandatory participation in the state or optional retirement system, and 21 days annual leave, plus 12 paid holidays. Salary minimum: \$23,200 (salary negotiable commensurate with experience). Application procedure: Send letter of application addressing all qualifications with a resume and the names of three references by May 13, 1994 to: Florence E. King, Personnel Librarian, **University of Georgia Libraries**, Athens, GA 30602. Fax: (706) 542-4144. BITNET: FKING@UGA.cc.uga.edu. This position will be filled only if suitable applicants are found. An equal opportunity, affirmative action institution.

ASSISTANT LIBRARIAN. Full-time Assistant Librarian. Professional, academic librarian, preferably a religious or a working knowledge of Catholic literature with a minimum of five years of professional experience. Responsibilities include a variety of both reference and technical services, online reference, and OCLC cataloging, using DDC. Some weekend and evening hours. Position available July 1, 1994. Send cover letter, resume, and three letters of recommendation by Friday, April 22, 1994, to: Eric Nicolet, Academic Dean, **St. John's Seminary College**, 5118 Seminary Rd., Camarillo, CA 93012.

ASSISTANT TO THE DEAN FOR DEVELOPMENT AND PLANNING. California State University, Fresno. This full-time position is in

CURATOR, YALE MAP COLLECTION

Yale University Library

RESPONSIBILITIES: The Curator serves as the library's principal authority on the subject of maps in all formats and directs the day-to-day activities of the distinguished Yale Map Collection. In addition to selecting material for the collection, managing its budget, and leading its staff, the Curator oversees maps cataloging and preservation, offers reference service, and is responsible for teaching, exhibitions, and publications based on the collection. The Map Collection's quarters in the Sterling Memorial Library are slated to be redesigned, and the Curator will head the necessary facilities planning. Working closely with other Yale librarians and with Yale faculty and students, the Curator will be responsible for leading efforts to apply new technologies to the storage and manipulation of geographic information.

QUALIFICATIONS: ALA-accredited MLS or equivalent experience; advanced academic training in history, geography, cartography, or related subjects; minimum of five years of increasing responsible professional experience in an academic library, research library, or comparable institution related to maps; successful managerial experience; knowledge of emerging information technologies; strong analytical and interpersonal skills; excellent oral and written communication skills. Experience in providing instruction strongly preferred.

RANK AND SALARY: Rank based upon the successful candidate's qualifications and experience. Salary from a minimum of \$36,700. Full benefits package including 22 vacation days; 17 holiday, recess, and personal days; comprehensive health care; TIAA/CREF or Yale retirement plan; and relocation assistance.

APPLICATION: Applications received by **April 23, 1994**, will be given first consideration; applications will be received until the position is filled. Please submit a letter of application, resume, and the names of three references to the address below. Applicants may, if they wish, submit one or two publications, reports, or other relevant written material for the search committee's consideration.

**Diane Y. Turner, Director
Library Personnel Services
P.O. Box 208240
New Haven, CT 06520-8240**

Yale University is an equal opportunity, affirmative action employer.

the Administrative Office of the Library. Responsibilities include: planning, initiating, and managing programs in all areas of development, including grants, foundation and corporate support, annual funds and gifts; organizing special projects and events in support of the development program; participating in continuing planning for a new library addition; responsibility for the library's public affairs and community relations. Some travel and occasional evening and weekend work will be required. Required qualifications: ALA-accredited MLS or equivalent; library experience or successful fundraising experience; excellent organizational, oral, and written communication skills; ability to work creatively and independently; strong interpersonal skills; flexibility to deal with changing priorities. Appointment: Full-time, twelve-month, tenure-track faculty position; rank and salary dependent on qualifications, minimum \$41,184; medical/dental insurance and retirement benefits; 24 days vacation. Anticipated starting date September 1, 1994. Send letter of application, resume, and names and addresses of three references to: Sandra Gothe, Henry Madden Library, 5200 North Barton, **California State University, Fresno**, Fresno, CA 93740-0034. To ensure full consideration, applicants are encouraged to have all information on file by June 3, 1994. CSU Fresno is an affirmative action, equal opportunity employer. Traditionally underrepresented groups, persons with physical disabilities, and Vietnam era veterans are encouraged to apply.

ASSISTANT SYSTEMS LIBRARIAN, University Libraries Automated Systems, University of Minnesota Libraries. Responsibilities: Leads and coordinates technical support for public services staff use of networked information technology and resources; reports to the Assistant University Librarian for Automated Systems, and works with University Libraries and Law Libraries staff in reference, collection development, automated systems, and microcomputing, as well as computer center staff. Specifically: Coordinates access to electronic resources, including library catalogs, abstracting and indexing databases, full-text and numeric files, and multimedia resources. Leads work on interface design, recommends means of access to resources,

and provides technical assistance in setting up connections to them; participates in choice of databases and setting priorities for providing access. Coordinates training of public services staff in the use of electronic resources. Determines and prioritizes training needs, develops and presents training sessions and documentation, and serves as technical expert for other public services staff involved in these tasks. Resolves technical problems in the use of electronic information resources reported by public services staff or refers them to others for resolution. Assists in the integration of new technologies and new approaches to the delivery of information into the ongoing work of the libraries, particularly as pilot and special projects are completed and evaluated. Represents the University Libraries Automated Systems department on various library and university committees and task forces. Required Qualifications: MLS from an ALA-accredited institution; systems experience and increasing responsibility in an academic library; understanding of trends in academic libraries and the delivery of information; knowledge of mainframe and distributed computing, networking, and related issues; excellent verbal and written communication skills; excellent analysis, problem resolution, and troubleshooting skills; flexibility, and the ability to work both independently and in cooperation with the members of multiple teams. Desired Qualifications: Experience in: Development of a campuswide information system, use of a major vendor's library automation system, training library staff and developing documentation, academic library public services work. The Environment: The libraries use NOTIS for their OPAC and all processing activities and BRS Onsite for access to selected abstracting and indexing and full-text databases; provide Telnet access to other library catalogs and commercial databases; are installing NOTIS PACLink to provide Z39.50 access to remote databases; are developing two library Gophers; and are participants in several grant projects to provide improved access to information. Type of Appointment/Salary: This position is probationary, leading to continuous appointment, at the rank of Assistant Librarian. Salary is negotiable, depending on experience and qualifications. The minimum starting salary will be

LIBRARIAN I

Wayne State University Neef Law Library

Responsible for reference service, database searching, coordinating public service, and other duties as assigned. Master's degree from an ALA-accredited library school required. Graduation from an accredited law school is an asset. Minimum salary: \$30,000.

You may receive a detailed description by calling (313) 577-4023, or apply by submitting a letter of interest, resume, and the names and addresses of at least three professional references to:

Judith March-Adams
Assistant Dean for Administration
Wayne State University
134 Purdy Library
Detroit, MI 48202

*Wayne State University is an equal opportunity/
affirmative action employer. Wayne State
University—people working together to provide
quality service.*

\$33,000. Application Requirements: Each applicant should send a letter of application describing how her/his skills and experience meet the job requirements, a resume, and the names, addresses, phone numbers, and e-mail addresses of at least three references to: Linda DeBeau-Melting, Human Resources and Organizational Development Office, 453 Wilson Library, The University of Minnesota, 309-19th Ave. South, Minneapolis, MN 55455. Applications must be postmarked by April 30, 1994. Please identify applications with UL#29. Beginning date of appointment will be before or after July 1, 1994. The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veterans status, or sexual orientation.

BIBLIOGRAPHIC SERVICES LIBRARIAN, Assistant/Associate rank. Position available for service-oriented librarian with technical services background. Responsibilities include: Organization and management of serials acquisitions, inventory and records; liaison with librarians for collection development and with journals staff in public service area; contact with vendors; collection and compilation of statistics; maintenance of serials lists and tools for access. Supervision of two FTE staff and additional student assistants. As one of three members of the management team for Collection Development and Bibliographic Services, participates in the development of general acquisitions policy and procedures, quality control of bibliographic processing, and staff development. Engages in professional development activities, contributes to the profession, and participates in service activities in keeping with established criteria for promotion and continuing appointment. Required education, experience, and skills: An ALA-accredited MLS degree; two years of successful technical services experience, including use of automated serials and acquisitions systems; knowledge of acquisitions procedures and bibliographic formats including media and microforms; budget management experience; ability to meet standards for promotion and continuing appointment is expected for appointment at Associate rank. Preferred Qualifications: Supervisory experience; ability to train and mentor staff; strong service orientation; ability to manage workflow, establish and meet internal and external deadlines; analytical and problem-solving skills; evidence of professional activities and contributions commensurate with level of appointment. Application Deadline: May 15, 1994 or the fifteenth of each month thereafter until position is filled. Position is available July 1, 1994. To Apply: Send a letter of application, address-

ing specific qualifications as they relate to the responsibilities described, a current resume, and the names, addresses, and phone numbers of four professional references to: Carol Hammond, Head of Library Research, Development, and External Relations, Search Committee, Arizona State University West Library, 4701 W. Thunderbird Road, P.O. Box 37100, Phoenix, AZ 85069-7100. (602) 543-8504. Salary: \$27,000-\$35,000, commensurate with level of appointment. General Information: ASU West, the newest component of Arizona State University's multicampus vision, offers junior, senior, and graduate-level research-based courses in the arts and sciences, business, education, engineering, human services, nursing, and women's studies. The campus is committed to advancing educational, economic, cultural, and social development of the community. Located in the northwest Phoenix metropolitan area, ASU West serves nearly 5,000 students with an expected growth to 10,000 students at its beautiful new campus. Library collections include 235,000 volumes and 3,000 subscriptions. Bibliographic Services currently includes two librarians and 11 FTE support staff. An equal opportunity, affirmative action Employer.

CATALOGER The Grolier Club, a prestigious bibliophile organization with active library, publications, and exhibitions programs, is seeking a trained professional to conduct the operations of its extensive bibliographical reference library. The duties of the Cataloger fall into three general categories: 1) technical services, which includes ordering, processing, and cataloguing acquisitions, identifying and recommending possible acquisitions to the librarian, maintaining the card and online catalogs, and developing indexes and

Salary guide

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

Connecticut	\$28,900
Delaware	\$22,500+
Illinois	\$27,400#
Indiana	varies*
Iowa	\$21,588
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$27,554*
New Jersey	\$24,200
New York	varies*
North Carolina	\$22,491
Ohio	\$25,198+
Pennsylvania	\$23,700*
Rhode Island	\$26,500
South Carolina	varies*
South Dakota	\$20,000
Texas	\$25,000
Vermont	\$22,500
West Virginia	\$22,000
Wisconsin	\$25,830

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

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

MUSIC LIBRARIAN (Search Re-Opened)

Washington University in St. Louis Olin Library System

The Olin Library System of Washington University in St. Louis is seeking a talented, dynamic, service-oriented Music Librarian to provide user-responsible leadership for the Gaylord Music Library. The Olin Library System consists of a large central library and eight satellite subject libraries.

Working closely with the faculty and students in the Department of Music, the Music Librarian oversees the administration and operation of the Gaylord Music Library. In addition to planning and supervision, the principal responsibilities include providing electronic and traditional library services, training and educating library users, developing print and nonprint collections in music and related subject areas, and maintaining productive working relationships with library users, library staff, and the university community. The position reports to the Head of Departmental Library Services. A detailed job description is available on request. Minimum salary: \$27,660; competitive and commensurate with qualifications and experience.

QUALIFICATIONS: MLS from an ALA-accredited library school; MA degree in Musicology; reading knowledge of German, Italian, or French; supervisory, public service, and collection development experience in an academic/research library; demonstrated commitment to using electronic information technologies; proven ability to work effectively with a variety of people and groups in a decentralized environment; well-developed written and verbal communication skills; teaching and training skills.

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

**Virginia Toliver
Director of Administration and Planning
Olin Library
Campus Box 1061
1 Brookings Drive
St. Louis, MO 63130-4899**

Position will remain open until filled: initial review of applications will begin **April 22, 1994**. Employment eligibility verification required upon hire.

Washington University is an equal opportunity, affirmative action employer.

finding aids to the collection; 2) public services, which includes reference, reader assistance, tours, and presentations; and 3) collection maintenance, which includes monitoring the physical well-being of the book and archival collection, developing and carrying out security procedures, and developing preservation programs. This position reports directly to and is supervised by the librarian, who is the director of the organization. Additional responsibilities will include working with the librarian in preparing annual reports and grant proposals and in developing and carrying out public programs and events, and working with the Exhibitions Committee in the installation of exhibitions. Other duties as assigned. Qualifications include a library school degree (preferably with an emphasis on rare book bibliography), a deep knowledge of the history of books and book collecting, two years experience in cataloging rare materials, expertise in online bibliographical systems, good verbal and written communication skills, a knowledge of the antiquarian book trade, and an acquaintance with conservation and preservation theory and practice. Graduate training in archival techniques, a background in European and American history and literature, knowledge of one or more foreign languages (preferably French and German, but also Latin and Italian), wordprocessing skills, and a willingness to work with people are also desirable. Compensation package includes two weeks paid vacation and comprehensive health care. Salary: \$30,000 minimum. Send resume, cover letter, and the names of three references by April 15, 1994 to: Search Committee, **The Grolier Club**, 47 East 60th Street, New York, NY 10022.

CATALOGER, ASSISTANT PROFESSOR (tenure-leading). Cataloging Department, starting July 1, 1994. This position is in the

Cataloging Department with a half-time assignment in the Serials Department. The successful candidate will be responsible for 1) the original cataloging of print and nonprint monographic materials, with emphasis on science; the editing of non-Library of Congress copy from the OCLC database, including procedures for Enhance and Upgrade; making series and name authority decisions for assigned subject and language areas; 2) cataloging new and successive serials titles in all formats (print, electronic, nonprint); 3) acting as a resource person for cataloging assistants in assigned areas; 4) revising work of cataloging assistants as required; 5) participating in a retrospective conversion project; 6) completing special assignments as necessary. Required: MLS from an ALA-accredited library school; familiarity with OCLC or similar cataloging utility; knowledge of LC classification and subject headings; ability to work well with others; ability to communicate well with others; a good working knowledge of one foreign language. Preferred: Professional and/or preprofessional cataloging experience; undergraduate degree in science; knowledge of a second foreign language; experience with cataloging in an integrated library system environment. \$24,500 minimum for a 12-month contract. Salary may be higher depending upon the qualifications of the successful applicant. UNL will be especially interested in candidates with no professional experience or up to a maximum of two years of professional experience. Apply with full resume plus names and current addresses and telephone numbers of three references by **May 15, 1994**, to: Kent Hendrickson, 106 Love Library, **University of Nebraska-Lincoln**, Lincoln, NE 68588-0410. The University of Nebraska-Lincoln is committed to a pluralistic campus community through affirmative action and equal opportunity and is responsive to the needs of dual career couples. We assure reasonable accommo-

LIBRARY DIRECTOR

Creighton University

Creighton University, a Catholic, Jesuit institution, invites applications for the position of Director of the Reinert Alumni Memorial Library. Creighton is a comprehensive university of three colleges, five professional schools, and a graduate school. The Reinert Alumni Memorial Library, one of three libraries on campus, contains over 398,500 volumes and 703,000 microforms. Library staff includes 10 professional and 11 paraprofessional staff.

RESPONSIBILITIES: Senior administration of the library; budgetary accountability; program innovation; planning and evaluation; faculty and intercampus relations; public relations and fund development.

QUALIFICATIONS: MLS from an ALA-accredited program; an additional subject master's degree or doctorate welcome; at least five years experience with increasing administrative responsibilities in an academic library; evidence of professional and/or scholarly activity; knowledge of collections development, public, and technical service, including emerging information technologies and automated library systems; ability to work productively with other library constituencies on and off-campus; organizational, interpersonal, communication, and leadership skills.

Send letter of application, vita, and names of three references to:

Kathryn A. Thomas
Chair of the Library Director Search and Associate Vice President for
Academic Affairs
Creighton University
Omaha, NE 68178

POSTMARK DEADLINE: April 20, 1994. Early applications are welcome.

Creighton is strongly and actively committed to diversity within its community and particularly encourages applications from qualified women, ethnic minority candidates, and persons with disabilities.

ation under the Americans with Disabilities Act; contact Larry Kahle at the above address for more information.

COORDINATOR OF CIRCULATION SERVICES. (Search extended). McConnell Library, Radford University, Radford, VA. Responsibilities: The Coordinator of Circulation Services provides direction and leadership in the areas of Circulation Desk Services, Reserves, Off-Campus Library Services, and Monographic and Periodical Stacks Maintenance. Supervises 5.5 FTE. Reports to the University Librarian and, as a member of the Library Administrative Council, works closely with other coordinators to plan, implement, and coordinate library programs and policies. Works closely with the Assistant University Librarian for Systems to complete migration from LS/2000 to Innovative Interfaces, and provides ongoing system support. Participates in the library's collection development program and serves as library liaison to one or more academic departments; selects library materials and evaluates the library collection in designated subject areas. Qualifications: M.L.S. from an ALA-accredited program. At least two years experience as a librarian in an academic library, preferably in circulation services. Two years supervisory experience required. Experience with an automated library system. Commitment to quality service to the public. Demonstrated ability to work effectively with faculty, students, and staff at all levels. Excellent oral and written communication skills. The position is a 12-month nontenured administrative/faculty position. Salary: Minimum \$27,000 with comprehensive benefits, several retirement plan options, including TIAA/CREF, 11 paid state holidays, 18 days paid vacation for first two years and 24 days thereafter. Radford University is a comprehensive coeducational state institution with over 9,000 students. The university offers bachelor's, master's, and educational specialist's degrees. The campus is located near the Blue Ridge Mountains, 45 miles southwest of Roanoke, Virginia. Application Deadline: May 6, 1994. Send letter of application, resume, unofficial copies of transcripts, and the names, addresses, and phone numbers of three current references to: Linda Farynk, University Librarian, McConnell Library, Radford University, Radford, VA 24142. Radford University is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

DIRECTOR, Blanche Skiff Ross Library at Cottey College. 47,000 volumes/titles, 2.5 FTE professional and 2.0 FTE paraprofessional staff plus student aides, elegant physical facilities. MLS degree plus significant librarianship, academic or collegiate, and supervisory and managerial experience required. Cottey is a teaching oriented, small, private (not church-related), 2-year, liberal arts college for women. 10:1 students/faculty ratio, students from 35-40 states and 18-20 countries. 80 miles from Kansas City metropolitan area, 40-140 miles from Ozark recreation areas. Our mission is the development of intellect, leadership, and self-esteem in young women. Send c.v. and letter expressing interest to Vice President for Academic Affairs, **Cottey College**, Nevada, MO 64772.

DIRECTOR OF HUTCHINS LIBRARY, Berea College. The Director is responsible for the administration of the college library and advancing the library's key role in undergraduate instruction. Specific duties include staff selection, review, and development; planning and policy formulation; budgeting and financial control; program development; and extensive interaction with other campus departments and off-campus agencies. Holds senior faculty rank and serves on college curriculum committee. Engages regularly in bibliographic instruction and collection development in selected areas. Formal qualifications include MLS from ALA-accredited school, a minimum of seven years experience in an academic library, and significant experience in administration. Of critical importance is professional vision, current knowledge of electronic technologies in information access, effective interpersonal and communication skills, ability to work productively with other faculty, and the collegial management style suitable for leading an able staff of 15 persons (eight professionals). Education or experience in the natural sciences is preferred. Commitment to the special purposes of the college is essential. Salary is competitive, but not less than \$48,000. In keeping with the college's nonsectarian Christian tradition and its emphasis on the worth and dignity of all persons, Berea encourages applications from women and members of minority groups. Send letter of application, curriculum vitae, names and phone numbers of three references to: Alfred Perkins, c/o Judy Kallum, Library, **Berea College**, Berea, KY



INSTRUCTION LIBRARIAN

The University of Cincinnati

The University of Cincinnati University Libraries is seeking an energetic and creative applicant for the position of Instruction Librarian. The successful candidate will join a team of dedicated professionals and report to the head of the Training and Educational Services (TES) Department. The department provides a full range of information and educational services in a dynamic ARL library committed to serving a multicultural clientele. University Libraries is fully committed to the central role of library instruction.

UC, located in America's most liveable city, has approximately 37,000 students and 1,200 faculty. UC is a leading member of OhioLINK, a full service, statewide information access network using the Innovative Interfaces, Inc. system. University Libraries is comprised of a main library and nine branches and maintains a state-of-the-art network of reference databases. University Libraries is entering an exciting and challenging era rededicated to patron needs.

DUTIES: Principal duties include responsibility for a wide range of training and instruction programs, with an emphasis on Freshman English and undergraduate education, coordination of TE publications, development of instructional materials, such as computer assisted, multimedia, or hypermedia formats. Design evaluation instruments.

REQUIRED QUALIFICATIONS: MA/MS in library/information science from ALA-accredited program; knowledge of bibliographic instruction/training techniques; knowledge of online information systems; demonstrated ability to serve diverse, multicultural and multiracial populations; knowledge of microcomputer applications; evidence of a strong service orientation, including innovation and flexibility; evidence of excellent interpersonal communication and problem-solving skills.

PREFERRED QUALIFICATIONS: Experience in instruction/training desktop publishing and supervisory experience.

This is, a 12 month faculty AAUP (tenure-track) position. The initial appointment will be at the Beginning or Assistant Librarian rank, depending on the successful candidate's qualifications. The minimum salary will be \$21,930 and the benefits include: 22 vacation days, sick leave, medical, dental, and retirement plans plus tuition remission for the employee and his/her immediate family.

Send cover letter, resume, and the names, addresses and phone number of three references, by **April 29, 1994**, to:

**Priscilla Neill
AUL-Personnel
640 Langsam Library
University of Cincinnati
PO Box 210033
Cincinnati, OH 45221-0033**

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

40404. Initial screening of applications will begin in late April 1994; the position will be available in July 1994.

ENGINEERING REFERENCE LIBRARIAN/ELECTRONIC INFORMATION RESOURCES COORDINATOR. Michel Orradre Library, Santa Clara University. Serves as primary library liaison to School of Engineering faculty and subject specialist for civil, computer, electrical and mechanical engineering, mathematics and applied mathematics. As Electronic Information Resources Coordinator is responsible for CD-ROMs, online, and other electronic resources. Provides general reference assistance and participates in library instruction program. Required: MLS or equivalent degree from ALA-accredited program and three to five years relevant professional experience; academic background or library experience in scientific or technical collection development and/or reference; prior experience with electronic resources and instruction; strong interpersonal and communications skills. Desirable: Second master's in computer science, engineering, or mathematics; knowledge of a modern foreign language. Appointment at either Senior Assistant or Associate Librarian rank, depending upon qualifications. 1994/95 salary range minimum \$36,768 at Senior Assistant or \$39,966 at Associate rank. Santa Clara

is a Jesuit university located 46 miles south of San Francisco in the heart of California's Santa Clara Valley. To assure full consideration, applications should be received by May 16, 1994. Letters of application with resume, salary history, and the names of three references should be sent to: Elizabeth M. Salzer, University Librarian, Michel Orradre Library, Santa Clara University, Santa Clara, CA 95053. AA/EEO.

HEAD, ELECTRONIC INFORMATION AND REFERENCE LIBRARIAN. Applications are invited for the position of Head, Electronic Information and Reference Librarian at the University of Texas at San Antonio Library. Responsibilities include management of the public service units comprised of reference information and assistance, fee-based online searching, and instructional services. Position reports to Assistant Director for Public Services. UTSA is a comprehensive public metropolitan university serving approximately 17,000 students. The library is committed to use of automation and has implemented NOTIS. Qualifications: ALA-accredited MLS with five years reference experience plus managerial and supervisory experience. Must be proficient in use of microcomputer telecommunications equipment. Excellent organizational and communication skills with

LIBRARIAN

John Herrick Jackson Music Library Yale University

The Librarian is responsible for the overall administration, organization, and development of the music library, including the collections of current and historical sound recordings. Manages all aspects of library service, collection development, technical services, budget administration, personnel management, and facilities planning for the music library, which is preparing to move into new quarters within three to five years. Supervises librarians and support staff.

QUALIFICATIONS: MLS from an ALA-accredited library school or an equivalent degree. Strong background in musicology, including relevant graduate degrees. Five or more years of professional experience in music librarianship in an academic or research library, with demonstrated administrative experience and achievement. Strong commitment to collection building and to active, innovative public service programs, including the provision of information in electronic form. Ability to read at least two foreign languages, preferably French, German, or Italian. Effective oral and written communication skills and demonstrated interpersonal skills, including the ability to work effectively with faculty, staff, students, and administrators in a complex and changing environment. Experience with space planning and fundraising highly desirable.

SALARY AND BENEFITS: Competitive salary based on the successful candidate's qualifications and experience. Full benefits package including 22 vacation days and 17 holiday, recess, and personal days; comprehensive health care; relocation assistance; and TIAA/CREF or Yale retirement.

Applications received by **April 27, 1994** will be given first consideration; applications accepted until position is filled. Please send a letter of application, resume, and the names of three references to:

Diane Y. Turner
Director, Library Personnel Services
Yale University Library
P.O. Box 208240
New Haven, CT 06520-8240

EEO/AA

ability to work both cooperatively and independently. Prefer advanced degree in a bibliographic specialization, academic library experience, and use of NOTIS. Salary: \$30,000 minimum for 12-month appointment with competitive benefits package. Application: Send letter of application and resume to: Margaret Joseph, Assistant Director for Public Services, **The University of Texas at San Antonio** Library, 6900 N. Loop 1604 West, San Antonio, TX 78249. Application deadline is May 15, 1994. UTSA is an equal opportunity affirmative action employer. Women and minorities are encouraged to apply.

INSTRUCTIONAL SERVICES LIBRARIAN. Instructs library users, provides reference service (including some evenings), prepares guides, serves as liaison with classroom faculty (particularly in the sciences) and the computer center, assists with collection development, provides general oversight of modest college archives collection, and occasionally participates in the general education program. Required: ALA-accredited MLS, knowledge of bibliographic instruction and reference. Preferred: Second master's, background in a natural science and computers, particularly PCs in LAN environment. Salary and Benefits: Faculty position, must meet tenure-track requirements, 10-month contract. TIAA/CREF, excellent fringe benefits, faculty rank, and salary commensurate with qualifications; mid-\$20s minimum. Send letter of application addressing qualifications and interest, vita, transcript, and three current letters of professional reference to: Larry Hardesty, Director of Library Services, **Eckerd College**, Box 12560, St. Petersburg, FL 33733-2560; consideration of applications begins April 15, 1994. Appointment available July 1, 1994. EOE.

LIBRARIAN I, SYSTEMS LIBRARIAN. The University of Maryland College Park Libraries invites applications: Librarian I, Systems Librarian, Information Technology Division, McKeldin Library. Responsibilities: Assists Department Head for Library Applications with planning, staff training, and implementation of the University and Library Information Management System. Develops and maintains

bibliographic databases and the Public Access Catalog. Qualifications: Required: MLS or MIS degree from an ALA-accredited program. Course work in computer or information science essential. Experience: Required: Minimum of three years relevant professional experience. Familiarity with implementation, operation, and maintenance of an automated integrated library system. Familiarity with MARC formats and OCLC cataloging. Supervisory and public contact experience. Experience with an Online Public Access catalog. Preferred: Experience with CARL system. Salary: Salary commensurate with experience. Benefits available. For full consideration, submit resume and names and addresses of three references by May 6, 1994. Applications accepted until position is filled. Send resume to: Ray Foster, Library Personnel Services, McKeldin Library, **University of Maryland**, College Park, MD 20742-7011. The University of Maryland is an affirmative action, equal opportunity employer. Minorities are encouraged to apply.

MANAGER, TECHNICAL INFORMATION SERVICE. Immediate opening for Manager, Technical Information Service. Manages staff and operations of fee-based information center involved in conducting research projects for corporate clients and document delivery activities. Requirements: Master's degree in Library Science. BS/BSA degree and/or extensive reference experience in business, science, or technology. Four years increasingly responsible library experience preferably in a corporate, special, or academic research library setting. Supervisory experience. Advanced online searching skills using vendors such as Dialog, BRS, Databases, or OCLC. Ability to work under pressure and meet tight deadlines. Communications and organizational skills. Desired: Ability to develop expertise with a wide array of computer-based data sources. Experience with microcomputers. Knowledge of Microsoft Word. ILL experience. Marketing experience. Salary: \$30,000 and up dependent upon qualifications. Flexible benefits. Vacation, group life, medical, disability, retirement. Review of applications commences May 1, 1994, and continues until position is filled. For full vacancy announce-



UNIVERSITY LIBRARIAN

The George Washington University invites applications and nominations for the position of University Librarian at the Gelman Library. The University seeks an individual who has the demonstrated ability to lead the Gelman Library with a collaborative management style through the opportunities and challenges of the remaining part of the current millennium and into the twenty-first century.

The University library collections are located in the Melvin Gelman Library (the general library of the University) and in the libraries of the National Law Center and the School of Medicine and Health Sciences. The Gelman Library employs 70 full-time and 42 part-time staff, and 31 librarians. Its collection includes approximately 1.2 million volumes and 9000 periodical subscriptions.

The University Librarian reports directly to the Vice President for Academic Affairs and has overall fiscal and administrative responsibility for the Gelman Library, the Northern Virginia Campus library, and the Gelman Library Information Service. The Gelman Library operates in an environment of increasing demand for information in various formats, both through on-site use and off-site electronic requests. The University Librarian must be conversant with all facets of modern technologies associated with libraries of the future and cognizant of traditional services that will remain a major component of future libraries.

Qualifications for the position are a graduate degree in library or information science from an ALA accredited program; a minimum of three years of senior administrative experience in an academic or research library; experience with strategic planning, budget management, staff development, and fund raising; ability to communicate effectively; demonstrated understanding of the academic environment, in particular, the interrelated role of teaching and research; commitment to a service mission without compromising support for collections; and demonstrated familiarity with all facets of academic library functions. A distinguished record of professional involvement including, for example, association work, publication, and presentations is required. An additional advanced degree is desirable.

Screening of applications will begin on 1 May 1994 and continue until the position is filled. Please send a curriculum vitae and a letter of application that includes a description of your recent accomplishments in your current position, and a brief statement of your view of the future directions for university libraries in a research oriented University. Please include the names, addresses, and phone numbers of at least three references. All materials should be sent to:

Donald R. Lehman, Associate VP for Research and
Graduate Studies
Chair, University Librarian Search Committee
The George Washington University
Rice Hall 601
2121 I Street, NW
Washington, DC 20052

The George Washington University is an Equal-Opportunity Employer and Educator.

ASSISTANT UNIVERSITY LIBRARIAN FOR PUBLIC SERVICES

Northwestern University

Northwestern University Library seeks a dynamic leader to foster innovation and initiate change within public services. The university library is developing a vision of leadership in implementing technology, providing access to networked resources, and moving to a state-of-the-art library information system. The Assistant University Librarian for Public Services will play a pivotal role as the university library addresses the emerging issues of access to and organization of electronic information.

RESPONSIBILITIES: Reporting to the University Librarian, the Assistant University Librarian for Public Services provides leadership and direction for the Public Services Division. Coordinates public services activities of departments within the Collection Management Division and librarywide. Participates in the Library Management Council and serves on the Administrative Committee. Represents the library to a diverse constituency throughout the university and beyond.

QUALIFICATIONS: MLS from an ALA-accredited library school required. Additional advanced degree strongly preferred. Minimum of seven years of increasing responsibility in an academic or research library required. Demonstrated achievement in the management of public service activities and in staff development. Excellent communication and interpersonal skills. Ability to promote collaborative efforts and communication within the Public Services Division and with other library units. Knowledge of and experience with user education. Demonstrated ability to use technology, automation, and networking to provide innovative information services. Evidence of and commitment to continuing participation in professional and scholarly activities.

SALARY: minimum to \$65,000.

AVAILABLE: Immediately.

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

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

Applications received by **May 1, 1994** will be considered.

*Northwestern University is an equal opportunity, affirmative action employer.
Hiring is contingent upon eligibility to work in the United States.*

Northwestern University is a highly selective private university with a strong emphasis on the undergraduate experience and nationally recognized graduate and professional programs. Over 13,500 full-time and 3,200 part-time students are enrolled in twelve schools and colleges on two campuses in Evanston and Chicago. The university libraries encompass a collection of 3.2 million volumes to support the educational and research mission of the university.

ment, send letter, resume, and references to: T.L. Haworth, Personnel Officer, 1530 Stewart Center, **Purdue University**, West Lafayette, IN 47907-1530. An EEO/AA Employer.

REFERENCE LIBRARIAN. Mississippi State University Libraries seek applications for the Instructor level position of Reference Librarian. Qualifications: Required: MLS from ALA-accredited program. At least one year's experience in an academic reference department. Familiarity with most facets of reference service, including electronic reference; strong commitment to public service; ability to work with faculty, students, and others; demonstrated organizational ability, initiative, and flexibility; and evidence of excellent verbal and written communication skills. Preferred: Knowledge of one or more foreign languages; experience searching CD-ROM and other electronic databases; knowledge in using the Internet for reference services. Duties include: Reference desk service, some evenings and weekends; assisting with bibliographic instruction in subject areas, OPAC and CD-ROM networks; some online searching; selecting library materials for one or more subject areas; liaison to faculty for departments in specific subject areas; working with periodicals and indexes;

and some supervision of student assistants. Salary dependent on qualifications and experience. Instructor rank: \$23,000-\$25,000; privileges and responsibilities, 12-month appointment; retirement plan options including state and/or other plans; comprehensive medical insurance coverage; eighteen (18) days annual leave and twelve (12) days health care leave per year plus most university holidays. Send by April 15, 1994, letter of application, resume, and references to: Frances Coleman, Assistant Dean of Libraries, **Mississippi State University Libraries**, P.O. Box 5408, Mississippi State, MS 39762. Applications will be received until suitable applicant is found. Mississippi State University is an AA/EEO employer.

SUBJECT LIBRARIANS. Texas Tech University Library is seeking two Subject Librarians for any of the following areas: 1. Science (especially biology, chemistry, physics, or math), 2. Humanities (history and classical and modern languages/literature), and 3. Business. As members of the Department of Information Services, Subject Librarians serve as liaison to faculty and students in assigned academic departments; perform collection development, library instruction, and specialized reference service in assigned subject

BIBLIOGRAPHER FOR MUSIC

The University of Chicago Library

The University of Chicago Library is seeking candidates for the position of Bibliographer for Music. The Music and Recordings Collection, of approximately 100,000 volumes and 15,000 recordings, supports the research and teaching programs of the faculty of the Department of Music, graduate students and the undergraduate curriculum. Collection development in music includes books about music and recordings of all types in the fields of Western musical history (European and American), ethnomusicology, and selected areas of non-Western music. Particular strengths of the music collection include the fields of Chopin research, J.S. Bach, the music of the Renaissance, musical biography, and the literature of Jazz. The Chicago Jazz Archive, consisting of sound recordings and sheet music relating to the history of Chicago Jazz, constitutes a unique research resource within the music collection.

The Bibliographer is responsible for developing and maintaining the library's collections, in all relevant formats, in the areas of music and the related music-based arts of opera, dance, and the musical theater. The Bibliographer also serves as the curator for the Chicago Jazz Archive. The Bibliographer provides specialized reference service and bibliographic instruction for faculty and students in the specialist areas, and advises technical services staff where appropriate on matters relating to the ordering and processing of materials. The Bibliographer also participates in committee work at the divisional, inter-divisional, and academic department levels. Teaching opportunities based on subject specialty may also be negotiated with the Department of Music. The Bibliographer for Music reports to the Assistant Director for Collection Development and Public Services for Humanities and Social Sciences.

SPECIFIC RESPONSIBILITIES: Establish and communicate goals and objects for the music and related music-based arts collections and for the Chicago Jazz Archive. Serve as a primary channel for communications between the library and faculty and students in the assigned areas of responsibility. Ensure, through leadership, a service-oriented, efficient, and effective staff, and proper organization and maintenance of library equipment and facilities related to music. Develop a long-term acquisitions policy as well as an ongoing program for periodically reviewing it and evaluating the needs of the assigned collections. Maintain materials selection, preservation, serial monitoring, and gifts review activities on a current basis. Propose, justify, and manage assigned acquisitions and staff budgets. Work with the Library Development Office to identify and develop donor sources and special funding opportunities both for the music collections and the Chicago Jazz Archive. In addition to providing specialist reference service, offer general reader assistance to all patrons. Establish collaborative and cooperative working relationships with other Bibliographers. Participate as appropriate in the activities of library and scholarly organizations at the local, regional, and national levels. Submit a written annual report of collection development, public services, and professional activities to the Assistant Director for Collection Development and Public Services for Humanities and Social Sciences.

QUALIFICATIONS: Education: A graduate degree from an accredited library school and a graduate degree in Music, or a Ph.D. in Music, is required. Experience: Substantial experience in a research library relating to the field of music, with five or more years of appropriate experience highly desirable. Evidence of extensive specialist bibliographic and reference work in music is preferred. Skills: Candidates must be able to work effectively with faculty, students, and staff and possess excellent oral, written, and interpersonal communication skills. Knowledge of German, and French, Italian, or Latin is required.

SALARY AND BENEFITS: Appointment salary will be based on qualifications and experience. Salary range begins at \$32,790 per year. Benefits include a contributory retirement plan, health and life insurance, 22 vacation days, 6 university holidays, 5 personal holidays, and sick leave. There is a tuition benefit plan for college-age and younger children.

APPLICATION PROCESS: Letter of application should include curriculum vitae and names, addresses, and telephone numbers of three references. Review of applications will begin **May 15, 1994**, and continue until the position is filled.

Please submit application to:

Denise Weintraub
Library Personnel Officer
The University of Chicago Library
1100 East 57th Street
Chicago, IL 60637

The University of Chicago is an equal opportunity employer.

ASSISTANT DEPARTMENT HEAD/FEDERAL DOCUMENTS LIBRARIAN

Northwestern University

High energy, take-charge person with dynamic approach to government information. Plays major role in reinventing the department's collections and services. Provides leadership for U.S. depository participation. Delivers high level reference service of large collections of federal/international/state documents and maps.

QUALIFICATIONS: Required: MLS from ALA-accredited library school; 2-3 years professional experience in U.S. depository collection; hands-on experience with U.S. government electronic information sources; superior communications skills; organizational abilities. Must be team player.

SALARY: \$30,000 minimum.

Send letter of application and names of three references to:

**Peter Devlin
Personnel Librarian
Northwestern University Library
1935 Sheridan Road
Evanston, IL 60208-2300**

Applications should be received by **May 10, 1994**.

Northwestern University is an equal opportunity, affirmative action employer. Hiring is contingent upon eligibility to work in the United States.

areas; and assist at reference desks, including some evening and weekend hours. Qualifications: MLS from an ALA-accredited program, highly developed communication skills, excellent interpersonal skills, and strong service orientation. Preferred qualifications include degree(s) in relevant subject area. Salary and Benefits: Minimum salary of \$25,164 for a 12-month appointment, based on experience and qualifications. Benefits package includes 88% of Social Security paid on first \$16,500 of annual salary; choice of retirement programs, including TIAA-CREF; 12 state holidays, Blue Cross-Blue Shield; and no state or local income tax. General Information: Texas Tech University, with an enrollment of 25,000, is one of five comprehensive state universities in Texas. A wide range of academic programs is offered in seven colleges and schools of law, medicine, allied health, and nursing, including 100 degree offerings at the master's level and 50 at the doctoral level. The University Library has over 1.2 million volumes and a budget of \$5 million. It is currently being considered for ARL membership. Lubbock has a metropolitan population of 224,000 and is the West Texas center for higher education, agriculture, health care, banking, and business. Located on the Texas High Plains, Lubbock enjoys a temperate climate with an average of 270 days of sunshine annually. Application Information: Positions now available. Applications received by May 6, 1994 will be given first consideration. Send letter of application that indicates subject area expertise, current resume, and names and addresses of three references to: Office of Library Administration, **Texas Tech University Libraries**, Box 40002, Lubbock, TX 79409-0002. TTU is an EEO/AA/ADA employer.

SYSTEMS LIBRARIAN. Manages the library's automated library management system (NOTIS), the CD-ROM LAN, and network communications. Will serve as the liaison with University Computing and Telecommunications and automation vendors such as NOTIS, Inc. Will participate in planning, implementing, and testing library automation projects and recommend equipment and software for purchase. Will develop, maintain, and teach network interfaces. Will supervise one technician. Reports to the Associate Dean for Library Services. Required Qualifications: ALA-accredited MLS; two years library systems experience; knowledge of library automation, including integrated systems, LANs, and networking. Ability to work and communicate effectively with librarians and computer personnel. Desired Qualifications: Management, academic library, NOTIS, and CD-ROM LANs experience. Knowledge of PCs, operating systems, application software, and communications. Starting salary is \$28,000 to \$35,000 depending on experience and qualifications. Tenure eligible, choice

of retirement and health insurance; 22 days vacation. Send letter of application, resume, and names, addresses, and phone numbers of three references by May 1, 1994, to: James C. Eller, Associate Dean for Library Services, **Wichita State University**, Wichita, KS 67260-9968. Noncitizens must report visa status. Finalists will be invited for an expense-paid interview. Wichita State University is an urban institution with an enrollment of 15,000 and a commitment to improve the diversity of its faculty by actively seeking applications from a broad spectrum of individuals. AA/EEO

SYSTEMS LIBRARIAN, ASSISTANT PROFESSOR, (search extended). The University of New Hampshire Library invites applications for the newly created Systems Librarian position. This is a 12-month, tenure-track position with appointment at the rank of Assistant Professor. The successful candidate will be expected to meet university reappointment, promotion, and tenure requirements. Responsibilities: Reports to the University Librarian and in conjunction with the library faculty and staff develops services and programs that integrate information technology and resources for the support of the instructional and research missions of the university. The UNH library is expanding its electronic information resources and migrating from LS/2000 to Innovative Interfaces' library system. The systems librarian will coordinate planning, installation, training, and operational support for computer hardware, software, and networks dedicated to library functions, including the integrated system, stand-alone, and networked CD-ROM systems, Internet resources and remote services, and library office automation. Qualifications: Requires ALA-accredited master's degree; three years experience with integrated library systems; electronic information resources and microcomputer hardware and software; excellent analytical and communications skills; a strong commitment to responsive and innovative service; the ability to work effectively in a demanding and rapidly changing environment; and academic training in information technology. Highly desired: Advanced degree in a subject area. Minimum starting salary: \$33,000. Benefits: Several retirement options from TIAA/CREF; 24 vacation days; 11 paid holidays; generous sick leave; and several health insurance options. Application deadline: Applications will be reviewed immediately and accepted until the position is filled. Send letter of application, resume, and the names and addresses of three references to: Diane R. Tebbetts, Associate University Libraries, **University of New Hampshire Library**, 18 Library Way, Durham, NH 03824-3592. Internet: Tebbetts@UNH.EDU. Fax: (603) 862-2637. Women and minorities are encouraged to apply. UNH is an AA, EEO employer.

CHIEF LIBRARIAN AND CHAIR OF LIBRARY DEPT.

The City College (CCNY), one of the principal senior colleges of The City University of New York (CUNY), has both a College of Liberal Arts and Science and five professional schools, numerous master's and Ph.D. programs, as well as research centers and institutes in the sciences and engineering; a research-active faculty with over 650 full-time members and a remarkably diverse, non-traditional student body numbering more than 15,000.

The Chief Librarian reports to the Provost and Vice President for Academic Affairs and is responsible for administration and leadership of the largest library in the City University system, with a collection of over one million volumes and full-time staff of over 40, including 23 professionals with faculty status. Responsibilities include developing strategies to enhance collections and services; participating in the College-wide Review Committee's deliberations on academic matters; resource and personnel management; implementation of latest technological advances in library service, including the NOTIS integrated library system and CD-ROM based Local Area Networks; fostering cooperative programs with other institutions; and securing funds from federal, local, and private sources.

Candidates must hold (a) a Doctoral degree in Library/Information Science or (b) a Master's degree in Library/Information Science and a doctoral or second master's degree. Appointment to carry faculty status and the rank of Professor. Candidates must demonstrate high-level administrative experience and a commitment to academic excellence and educational opportunity. A collegial style of management that encourages on-going staff development is desired.

Salary range: \$48,414-\$72,096 (\$74,980 as of 11/1/94) commensurate with qualifications and experience, with additional salary support possible. Search to continue until May 4, 1994 or thereafter. Applicants should submit an updated CV and the names of at least three references to: **Dr. Martin Tamny, Chair, Chief Librarian Search Committee, Office of the Provost.**



CITY COLLEGE OF NEW YORK

Convent Avenue at 138th Street

New York, NY 10031

The City College is an equal opportunity, affirmative action employer and specifically invites and encourages applications from women and men of all ethnic and racial backgrounds. The College provides reasonable accommodations to individuals with disabilities upon request.

LIBRARY DIRECTOR

**Fort Lewis College
Durango, Colorado**

Director oversees and administers the library and instructional media programs. Responsibilities include fiscal management, collection development policy, staff supervision and development, and effective integration of the library into the academic life of the college. The director collaborates with other campus units in electronic delivery of library resources.

QUALIFICATIONS: ALA-accredited MLS with additional advanced degree desirable; five or more years administrative experience in academic libraries, preferably in a liberal arts setting; experience with electronic, instructional media, and production technologies in a small academic library.

SALARY RANGE: \$45,000-\$55,000, depending on qualifications and experience.

Please send letter of application, resume, and three current letters of recommendation to:

**Karen Spear
Chair, Library Search Committee
1000 Rim Drive
Fort Lewis College
Durango, CO 81301**

All application materials must be received by **April 22, 1994.**

Fort Lewis College is an affirmative action, equal opportunity employer. Women and minorities are encouraged to apply.

TECHNICAL SERVICES/SYSTEMS LIBRARIAN. Cabrillo College offers an exciting opportunity for a technical services librarian with systems experience to direct all aspects of technical services and to manage the development and integration of electronic information sources. Construction will begin in summer 1994 on a major physical expansion and remodeling of the existing library learning center.

Qualifications include: Required: California Community College librarian credential or meet state minimum qualifications or equivalent; knowledge of and commitment to the community college philosophy; effective oral and written communication skills; ability to communicate well with students of diverse academic, ethnic, socioeconomic, and cultural backgrounds, including students with disabilities. Desirable:

Operational experience with AACR2, LC subject headings and classification; LC rule interpretations; MARC formats and authority control; experience in cataloging materials in an automated environment (preferably Innovative Interfaces) and with a bibliographic utility (preferably OCLC); experience in the use of telecommunications, Internet access, local and wide area networking, CD-ROM LAN technology; management and supervisory experience in an academic library; and knowledge of reference materials and experience in reference and bibliographic instruction and in collection develop-

ment. Application deadline: April 13, 1994. Annual starting salaries range from \$27,537 to \$37,844. The maximum salary on the faculty salary schedule, including the doctoral stipend, is \$59,186. Fringe benefits amount to \$4,498 annually. Cabrillo College seeks applications from all qualified individuals. We particularly encourage members of ethnic minorities, women, and individuals with disabilities to apply. For required applications, contact: **Cabrillo College**, Personnel Department, 6500 Sequel Dr., Aptos, CA 95003, (408) 479-6217. Position contingent on funding and Governing Board approval. EO/AEE.

Late Job Listings

HEAD OF DATABASE MAINTENANCE AND CATALOG OPERATIONS. Incumbent has overall responsibility for the maintenance and quality control of library's online DOBIS database. Incumbent establishes policies, goals, and objectives in consultation with the Director of Libraries; supervises and trains support staff; and supervises or performs other duties such as cataloging books and nonbook materials. Minimum Qualifications: ALA-accredited MLS. Second master's degree desirable. Sound knowledge of one or more European languages required. Cataloging experience in academic library and familiarity with LC authority files, MARC formats, automated catalog procedures, and bibliographic utilities required. Appointment with faculty rank, status, and benefits. Salary dependent on qualifications and experience; minimum \$30,000. Letter of application, resume, and names of three references will be accepted at the University of Southwestern Louisiana through April 20, 1994, or until position is filled, and should be addressed to Gloria S. Cline, Interim Director of Libraries, Edith Garland Dupre Library, **University of Southwestern Louisiana**, 302 E. St. Mary Blvd., Lafayette, LA 70503. The University of Southwestern Louisiana is an equal employment opportunity, affirmative action employer.

UNIVERSITY LIBRARIAN. St. Lawrence University invites nominations and applications for the position of University Librarian. This person is responsible for all library operations, which include the Owen D. Young Library and the new Lauenders Science Library (420,000 volumes, 2,500 periodicals). Staffed by ten library faculty and 19.3 FTE support staff, St. Lawrence's Library has a fully integrated system (Innovative Interfaces, Inc.) which is distributed throughout the campus on a fiber-optic network; it supports access to a range of CD-ROM products and external databases through OCLC, FirstSearch, BRS, and Dialog. The annual operating budget is approximately \$2 million, of which \$800,000 is allocated for acquisition. The University Librarian reports to the Vice-President and Dean of Academic Affairs. The University Librarian provides leadership in all aspects of library operations and planning, and works with a staff strongly committed to enhancing the role of the library in a liberal arts education. St. Lawrence seeks a person who understands the various scholarly processes within the liberal arts, who views libraries as sites for teaching and learning, and who understands the technological changes affecting libraries within such contexts. Required qualifications include an ALA-accredited MLS plus a second master's degree, considerable professional experience in an academic library in progressively more responsible positions, significant supervisory experience, and demonstrated experience in library automation and information systems. Preferred qualifications include scholarly activities and publications as well as active participation in professional organizations. A letter of application, a curriculum vitae, and at least three letters of reference should be sent to: Robert Thacker, Chair, University Librarian Search Committee, **St. Lawrence University**, Canton, NY 13617. The Search Committee will begin reviewing applications on May 1, 1994. St. Lawrence University, chartered in 1856, is the oldest continuously coeducational institution of higher learning in New York state. A private nondenominational university firmly committed to the undergraduate liberal arts, St. Lawrence offers a unique first-year program, traditional departmental course work, and a variety of interdisciplinary programs. The university's 1,900 students come from most states and more than two dozen other countries. Canton, located in the St. Lawrence River Valley between the

Adirondack mountains and Canada's nearby capital, Ottawa, offers the university community many social, cultural, and outdoor recreational activities. St. Lawrence University is an affirmative action, equal opportunity employer. Women, minorities, and persons with disabilities are encouraged to apply.

LIBRARIAN, ARCHIVIST—Tom Bradley Papers. Reporting to the Head of the Manuscript Division and in coordination with the Head of Technical Processing (Manuscript Division), the Bradley archivist processes and administers the papers of Thomas Bradley, former mayor of Los Angeles, California. The Bradley archivist will also develop and maintain a cooperative relationship with the Los Angeles City Archivist and other relevant city agencies. This position supervises one FTE support staff and several student assistants. Note: It is anticipated that during the initial processing phase, there will be little or no provision of reference services to the collections. May also participate in overall divisional responsibilities for planning, public service, and collection management. Required: No less than three years experience in processing and administering public records collections; a thorough knowledge of records management appraisal and scheduling practices, particularly as they apply to state and municipal records; experience in implementing and modifying the processing applications of standard archival database management software; experience in supervising staff; familiarity with the preservation requirements of archival materials in various formats; experience cataloging in the USMARC format; ability to speak and write effectively. Desirable: Knowledge of the history of the City of Los Angeles; familiarity with state and municipal law as it applies to the administration of this collection. Salary: \$28,668-\$50,496 (salary range November 1, 1993-June 30, 1994, is \$27,923-\$49,183 to reflect temporary 2.6% salary reduction). UCLA is an EOE, AA employer. Send application letter, a full resume, and the names and addresses of at least three references to: Rita A. Scherrei, Associate University Librarian, Administrative and Personnel Services, University Research Library, UCLA, 405 Hilgard Ave., Los Angeles, CA 90024-1575. Candidates applying by May 1, 1994, will be given first consideration.

LIBRARIAN, CARTOGRAPHIC INFORMATION LIBRARIAN. Under the direction of the Department Head of the merged unit, the Cartographic Information Librarian (CIL) selects cartographic information-related materials in all formats, enhancing the development of the existing excellent collection. The CIL consults with technical processing staff concerning materials acquisition and disposition upon receipt. Participates in bibliographic instruction endeavors of the department. Responsible for planning and implementing the introduction of Geographic Information Systems (GIS) resources and providing GIS training for staff. Provides forward-looking leadership and high visibility to promote the use of the Bruman Library's Collection. Participates in strategic planning with emphasis on forging new directions for the use of cartographic resources. Provides reference service for the map and government documents collections, which includes some weekend and evening work. Assists and participates in library development and donor relations. Participates in the general activities of the UCLA Libraries as well as teaching, research, or other professional activities. Participates in statewide and national networks of cartographic specialists. Required: Experience in an academic or other major library setting, working with cartographic materials in both collection development and public service areas, including library instruction and user relations. Experience with electronic cartographic resources such as Geographic Information Systems, and the ability to share knowledge with other staff. Preferred: Familiarity with government publications in all formats, especially electronic, and with the structure of the U.S. federal government. Familiarity with government information at all levels and with the broad disciplinary field of public policy. Public service experience working with government publications and nongovernmental public policy or urban planning materials. Interest or experience with library development and donor relations. Candidate must have excellent communication and interpersonal skills. Must have the ability to work effectively and tactfully with colleagues and library users in a fast-paced and complex operation, as well as

flexibility, initiative, and dependability. Must be a self starter, interested in defining and exploring the field of cartographic information in an interdisciplinary and electronic environment. Salary: \$35,052-\$59,316 (salary range November 1, 1993, to June 30, 1994, is \$34,141-\$57,774 to reflect temporary 2.6% salary reduction). UCLA is an EOE, AA employer. Send application letter, a full resume, and the names and addresses of at least three references to: Rita A. Scherrei, Associate University Librarian, Administrative and Personnel Services, University Research Library, **UCLA**, 405 Hilgard Ave., Los Angeles, CA 90024-1575. Candidates applying by May 1, 1994, will be given first consideration.

NEWSPAPER CATALOGERS. University of California, Riverside, Center for Bibliographical Studies and Research manages four major projects of international significance. One of these, the California Newspaper Project (CNP), is part of a nationwide scheme to provide a complete record of surviving newspapers published in this country. Two Newspaper Catalogers for the California Newspaper Project; librarian appointment salary range: \$27,923-\$30,775. Assistant librarian I-III. Position description: These positions report to the Assistant Director for the California Newspaper Project, Center for Bibliographical Studies and Research, University of California, Riverside. Two positions will be filled, one at the University of California, Riverside, the other at the California State Library, Sacramento. Responsibilities include performing original and copy cataloging of newspapers in OCLC, and reviewing cataloging copy for adherence to standards established by AACR2, LC rule interpretations, the *CONSER Editing Guide*, the *USNP Newspaper Cataloging and Union Listing Manual*, and the California Newspaper Project. The position at UC Riverside will entail field work up to 50% of the time, travel, and cataloging newspapers at libraries in southern California. The position at Sacramento will catalog newspapers at the California State Library, will conduct field work, and will supervise a library assistant and clerical assistant at that site. Librarians will assume additional responsibilities relative to the mission of the project. Special conditions of employment: Positions may require lifting materials up to 20 pounds, climbing, working in dusty or musty conditions. Driving may be required. Qualifications: Required: MLS from an ALA-accredited library school or foreign equivalent, including coursework in cataloging. Ability to work well with colleagues and with the public. Adaptability and ability to work independently. Preferred: Cataloging experience using the MARC serials format and AACR2; experience with OCLC. Experience with preservation microfilming. Reading knowledge of one or more foreign languages, preferably Chinese, Japanese, Korean, Spanish, or other languages of newspapers in California. Send letter of application, resume, and list of three professional references to: Henry Snyder, Director, Center for Bibliographical Studies and Research, **University of California**, 016-Rivera Library, Riverside, CA 92521-0154.

CATALOG LIBRARIAN. Assumption College is implementing an automated library system and reclassifying its collection from Dewey to LC. We are seeking an experienced, professional cataloger to play a key role in this project. Position requires an accredited MLS. OCLC cataloging experience, knowledge of both Dewey and LC systems, and ability to catalog in French and Spanish are preferred. This is a three-year term appointment offering a competitive salary and excellent benefits. Please submit a letter of application, resume, and the names and phone numbers of three professional references by April 30, 1994, to: Deborah Griffith, Director of Human Resources, **Assumption College**, 500 Salisbury St., Worcester, MA 01615-0005. Assumption is an equal opportunity employer.

Get connected!

Jobs & news now on the Internet C&RL NewsNet

gopher to "gopher.uic.edu", port 70

HOW MANY TIMES A DAY DO YOU FACE THESE REQUESTS?

- A student wants a book, but doesn't know the author — or the exact title.
- Another student writing a term paper wants to know what books the library has on the subject.
- A professor wants to obtain copyright permissions for preparing course materials.



Give your students — and faculty — the advantage students and faculty already enjoy at the University of Pittsburgh, Dartmouth, the University of Washington, and the University of Georgia. These schools put their scholars face to face with current and accurate answers, on screen, instantly from R.R. Bowker's **Books in Print** database — *featuring over 1.5 million title and publisher entries!*

From our mag tape directly to your electronic library on campus, **Books in Print's** comprehensive database blends into your system — giving you and your patrons a complete bibliography that encompasses your university's holdings as well as all in-print books. You'll instantly dispense with time-consuming and inefficient multiple-resource searches.

Using this one-stop database is simple and fast. Anyone can put together amazingly powerful searches by using a single word from a title ... the subject ... the publisher ... even an author's first name.

The advantages Pitt, Dartmouth, Washington, and Georgia are enjoying with **Books in Print on Tape** can easily be yours. Just call Arden Olson, Electronic Sales, 1-800-521-8110.

Our tape leasing services go far beyond **Books in Print**. Find out how you can access the full range of Bowker's databases, from serial bibliographies such as **Ulrich's International Periodicals Directory**, to biographical references like **American Men and Women of Science** and **Who's Who in American Art**. Please call the number above, or write:

Bowker•Reed Reference Electronic Publishing
121 Chanlon Road•New Providence, New Jersey 07974



Your data center is
changing
computing platforms.

Your library staff
requires a system
that's easy to use.

Your best choice is NOTIS Horizon.

Your administration
wants you to meet
your budget.

Your students and
faculty need
expanded access to
more information.

NOTIS Systems introduces NOTIS Horizon™... a new client/server information system for academic libraries

NOTIS Horizon provides your users easy access to all the resources available on your local network or the Internet. With easy to use graphical interfaces for all standard workstations, training on NOTIS Horizon is quick and easy. And the full complement of modules give academic libraries the functionality they need.

Along with full Z39.50 and TCP/IP support, NOTIS Horizon also lets you decide which low-cost UNIX platform suits your budget.

The client/server system that meets all of your needs today with an eye on tomorrow. NOTIS Horizon offers the freedom to choose your library's direction.

NOTIS
Systems, Inc.

An Ameritech Company

1.800.55.NOTIS

1007 Church Street, Evanston, Illinois 60201-3665
Fax (708) 866-4893 Email notis@notis.com