

THE

CLASSIFIED

ADS

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

Rates: Classified advertisements are \$6.30 per line for institutions that are ACRL members, \$8.00 for others. Late job notices are \$15.25 per line for institutions that are ACRL members, \$18.00 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates are also available.

Guidelines: For ads which 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 figure. Job announcements will be edited to exclude discriminatory references. Applicants should be aware that the terms faculty *rank* and *status* vary in meaning among institutions.

JOBLINE: Call (312) 944-6795 for late-breaking job ads for academic and research library positions. A pre-recorded summary of positions listed with the service is revised weekly; each Friday a new tape includes all ads received by 1:00 p.m. the previous day. Each listing submitted will be carried on the recording for two weeks. The charge for each two-week listing is \$40 for ACRL members and \$45 for non-members.

Contact: Ted Bales, 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; ALANET: ALA0306; Bitnet: ACRL.news%ALANET@intermail.isi.edu

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.

FOR SALE

FOR SALE. Lost Cause Press microfiche edition of the Anti-Slavery Propaganda Collection in the Oberlin College Library. Negative microfiche, 8x 13 cm, 7,245 fiche. Like new condition; boxes never opened. Make offer. The Duggan Library, Hanover College, P.O. Box 287, Hanover, IN 47243-0287. Phone (812)866-7161; FAX (812) 866-7172.

POSITIONS OPEN

ACQUISITIONS LIBRARIAN/DEPARTMENT HEAD (12-month, tenure-track). Open January 1992. Plan, organize, and direct

acquisitions services in a land-grant university, using PALS automation system; supervise two technicians plus student assistants; coordinate selection activities of three bibliographers and faculty liaisons. Required: ALA-accredited MLS; three years' experience in academic librarianship; knowledge of one modern foreign language; OCLC experience; demonstrated ability to communicate and work effectively with faculty, staff, and colleagues. Desired: Subject master's degree; experience with acquisitions systems (automated experience preferred); knowledge of out-of-print and national/foreign book markets; additional foreign language; knowledge of accounting principles. Minimum salary \$26,000, with standard benefits. Application deadline is September 30, 1991. Send resume, and have transcripts and three recent letters of recommendation sent directly to: B. J. Kim, Acquisitions Search Committee, Box 2115, South Dakota State University Library, Brookings, SD 57007-1098. An AA/EEO employer.

ARCHIVIST, Amon Carter Museum. Responsibilities: Plan and implement the institutional archives of the Museum and related collections (including the papers of Amon G. Carter, Sr., Eliot Porter, and Laura Gilpin), process and preserve archival materials, enter records in RLIN, and provide reference service as requested; work with photography collection curatorial staff in coordinating requests for use of archival material; one clerical assistant to be hired. Qualifications: Advanced degree in American history, library science, or a related field; certified or receive certification from the Academy of Certified Archivists within one year of employment; minimum of two years experience with archives; demonstrated administrative, organizational, and supervisory skills; familiarity with MARC/AMC format; active membership and participation in professional archival organizations; computer literate. Salary: competitive; position funded by NHPRC grant, excellent benefits. Send letter of application and resume to: Kathy Goodale, Personnel Services Coordinator, Amon Carter Museum, P.O. Box 2365, Fort Worth, TX 76113-2365.

ASSISTANT CURATOR FOR REFERENCE AND MANUSCRIPTS, Watkinson Library. The Watkinson Library, founded in 1857 and now a department of the Trinity College Library, is a diverse research and rare book library of roughly 165,000 printed volumes along with select manuscript collections complementing the printed holdings. The Library's strongest resources are in American political, social, and cultural history. Other areas of strength include early printed books, ornithology, natural history, voyages and travels, private press books, printing history, British literature, and British local history and genealogy. Under the general supervision of the Curator, the Assistant Curator for Reference and Manuscripts has primary responsibility for providing the Library's reference services and maintaining the Library's manuscript collections. Also assists the Curator in collection development and in the public outreach programs of the Library. These duties will require some evening/weekend service. Applicants should hold the Master's Degree in Library Science with a specialty in reference and formal training and/or sufficient experience in archives to process manuscript and archival material. A second masters in the humanities or social sciences, preferably with a major of concentration in American history and culture, is expected as is a minimum of three years relevant experience, preferably in a research library. Candidates should have familiarity with the principals of the conservation of library materials and a current reading knowledge of French or German. To apply, please submit letter of interest, resume, the names addresses and phone numbers of three professional references to: Stephen L. Peterson, College Librarian, Trinity College, Hartford, CT 06106. Applications will be reviewed as of September 9, 1991. Position will remain open until a candidate is appointed.

ASSISTANT DIRECTOR AND CATALOGER, 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. Assistant Director for the California Newspaper Project; librarian appointment salary range: \$35,052-\$59,316. Associate Librarian I-Librarian VI. Position Description: This position reports to the Director of the Center for Bibliographical Studies and Research and acts for the Director supervising and training the CNP, providing technical advice, maintaining an in-house database, planning and supervising a state-wide canvass, developing and managing a microfilming program, cataloging

newspapers and adding holding records in CONSER, and acting as liaison with the USNP cataloging specialist at the Library of Congress. The position is further responsible for assisting with publicity for the project, corresponding with contributing libraries, and representing the project at professional meetings. The project staff will consist initially of two assistant/associate librarians, two library assistants and hourly workers. Qualifications: Required: MLS from an ALA-accredited library school or equivalent. Experience in serials cataloging and supervising professional staff. Preferred: Experience with OCLC and CONSER. Desirable: One or more foreign languages, preferably Spanish, Chinese or other languages in which California newspapers have been published. Send letter of application, resume, and list of three professional references to: Henry Snyder, Director, Center for Bibliographical Studies and Research, **University of California, Riverside**, 016 Rivera Library, Riverside, CA 92521-0154.

ASSISTANT DIRECTOR FOR LIBRARY AUTOMATION. Currently open (begin November 1991). The Assistant Director reports to the Director of Libraries and is responsible for coordinating the planning, implementation, and evaluation of all library automated systems including the Libraries' locally developed integrated system. Also oversees other library public access computing, local area networks, and telecommunications, as well as administrative computing in support of library functions and services. Responsible for personnel matters in Library Systems unit (Systems Librarian, secretary, student assistant). Maintains close liaison with all units of the Libraries regarding library automation. Maintains close working relationship with WSU's computing personnel and with computer software and hardware vendors. Serves as a member of the university's Academic Steering Committee for Computing and Telecommunications. Serves as the Libraries' primary contact with Software AG North America. Organizes and coordinates certain automation training programs. Contributes to the administration and management of the Libraries as a member of the Director's Council. Represents the Libraries at the state, regional, and national level in system-related matters. Librarians are appointed as members of the Washington State University faculty and are expected to participate actively in the university's instructional, research, and service programs. Librarians are ranked in grades 2, 3, and 4, equivalent to the academic ranks of Assistant Professor, Associate Professor, and Professor. Librarians are expected to help establish and maintain good working relationships with university departments, faculty, students, and other library users. A progressive record of professional/scholarly achievement is expected of all librarians. Required: ALA-accredited MLS or equivalent degree; substantial successful experience with automation in an academic or large public library; knowledge of library use of microcomputers and of current developments and trends in library automation and telecommunications; excellent communication and leadership skills; energy to pursue creative solutions to problems in areas of responsibility; ability to function effectively in a changing environment. Desirable: Degree(s) in computer and/or information science; previous experience in several library units. Salary: From \$40,000; commensurate with qualifications and experience. Rank: Librarian 2 or above; commensurate with qualifications and experience; full faculty status. Benefits: TIAA/CREF, broad insurance program, 22 days vacation, 12 days/year sick leave. Application procedures: Send letter of application, resume, and names of three references to: Donna L. McCool, Associate Director for Administrative Services, **Washington State University Libraries**, Pullman, WA 99164-5610. Application review begins: September 30, 1991. Washington State University is an equal opportunity, affirmative action educator and employer. Members of ethnic minorities, women, Vietnam era or disabled veterans, persons of disability, and/or persons between the ages of 40-70 are encouraged to apply.

ASSISTANT INTERLIBRARY LOAN LIBRARIAN. Southern Illinois University at Carbondale. Minimum qualifications: ALA-accredited master's degree in library and information science; excellent oral and written communication skills; strong commitment to library technology and knowledge of library automation applications. Preferred qualifications: Advanced degree in a subject field or profession; bibliographic skills in one or more foreign languages; familiarity with computer hardware, software, and applications. Salary of \$24,000 and up based upon education and experience. Full-time, faculty-rank, term appointment. Position available August 1, 1991. Applications received by August 9, 1991, will receive

initial consideration; however applications accepted until position is filled. Send applications and names of three references to: Thomas L. Kilpatrick, Assistant Interlibrary Loan Librarian, Search Committee, Morris Library, **Southern Illinois University at Carbondale**, Carbondale, IL 62901-6632; (618)453-1158. The University is an equal opportunity, affirmative action employer.

ASSISTANT SLAVIC LIBRARIAN (SLAVIC CATALOGER). Reports to the Head of Slavic Cataloging. Responsible for original monographic cataloging of materials in Slavic and East European languages, including Hungarian, Baltic, and Soviet Central Asian languages. Supervises inputting of cataloging copy into OCLC and of submission of name authority records via the Linked System Project. Responsible for editing of Slavic and East European records in the University of Illinois online catalog. Qualifications: Required: An MLS from an ALA-accredited library school or its

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	\$28,100
Delaware	\$22,500+
Indiana	varies*
Iowa	\$21,588
Kansas	\$17,500*
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$27,554*
New Jersey	\$24,200
New York	varies*
North Carolina	\$22,491
Ohio	\$20,024
Pennsylvania	\$23,700*
Rhode Island	\$23,750
South Carolina	varies*
South Dakota	\$20,000
Texas	\$25,000
Vermont	\$22,500
West Virginia	\$20,000
Wisconsin	\$24,837

*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.

HEAD OF TECHNICAL SERVICES/SYSTEMS LIBRARIAN

Weter Memorial Library Seattle Pacific University

Search reopened. Responsibilities include: Managing/directing technical services and coordinating an online integrated system, including the supervision of a retrospective conversion project. Candidates must have: ALA-accredited MLS; administrative experience in technical services; familiarity with a major bibliographic utility, library automation applications, retrospective conversions, and bibliographic database management; and effective interpersonal and communication skills. Professional position, salary (\$30,000-\$33,500) depends upon experience and qualifications.

Seattle Pacific is an evangelical Christian university in the Wesleyan tradition, serving more than 3,400 undergraduate and graduate students in the liberal arts and professional studies. Women and minorities are encouraged to apply. Send resume and letter listing three or more references to:

Gary R. Fick
University Librarian
Weter Memorial Library
Seattle Pacific University
Seattle, WA 98119
Phone: (206) 281-2228

Closing date: **October 1, 1991.**

equivalent; excellent working knowledge of Russian. Two years cataloging experience, including professional experience; excellent English language communication skills; experience with OCLC; ability to work with a research-oriented teaching faculty; ability to meet University requirements for research and publication. Preferred: A Master's degree in a subject area of the humanities or social sciences; knowledge of a Slavic language besides Russian. Desired: NACO (name authority record) experience, working knowledge of non-Slavic languages of the USSR; experience in manual editing of online library catalogs. Salary and rank: Minimum annual salary \$24,000. Appointment as Assistant Professor of Library Administration. Librarians are faculty and must demonstrate excellence in librarianship, research, publication, and university/professional/community service to meet university standards for tenure and promotion. Application: Send letter of application and complete resume with the names, addresses, and telephone numbers of five references to: Allen G. Dries, Library Personnel Manager, **University of Illinois Library (U-C)**, 1408 West Gregory Drive, Urbana, IL., 61801. Phone (217) 333-5494. Deadline: October 15, 1991, or until position is filled. The University of Illinois is an affirmative action, equal opportunity employer.

ASSOCIATE LIBRARIAN, the Joseph Downs Collection of Manuscripts and Printed Ephemera. The Winterthur Library is looking for an experienced librarian to provide current and retrospective cataloging of collection items using MARC-AMC format for RLIN, and to provide reference assistance. With collection head, work with library conservator to plan space and materials needs for processing and housing of collection. Participate in establishing preservation conscious procedures for storage and handling of collection items. Promote manuscript collection through research culminating in exhibitions, manuscript collection guides, and talks. The job requires MLS and professional cataloging experience, preferably with OCLC or RLIN. MA in American history or art history highly desirable. Salary: \$22,000-\$28,000, depending on experience. Send resume by October 14 to: Human Resources Division, **Winterthur Museum**, Garden and Library, Winterthur DE 19735. Equal opportunity employer.

CATALOG LIBRARIAN (Slavic Languages) at the Brown University Library. Reports to the Head, Catalog Department. Responsible for cataloging and classifying monographs, in print and microform, in the Slavic languages in all subject areas, using ACCR2rev., LC classification and subject headings, and the RLIN cataloging subsystem. Performs full author-

ity work on names, series, and subject headings. May have the opportunity to assume collection development responsibilities. Requirements: ALA-accredited MLS degree; competency in Russian; ability to work with a broad range of subjects; two years cataloging experience, preferably in the academic setting; familiarity with automated cataloging systems and MARC formats; ability to communicate clearly both orally and in writing; good analytical and problem-solving skills; knowledge of German and background in the sciences highly desirable. Appointment range: \$25,300-\$31,600 based upon experience. Interested candidates should send letter of application, resume, and the names of three references to: Geneva Ferrell, Department of Human Resources, **Brown University**, Providence, RI 02912. Review of applications will begin on October 1 and will continue until the position is filled. Brown University is an equal opportunity, affirmative action employer.

COLLECTION DEVELOPMENT AND MANAGEMENT LIBRARIAN, the New York Academy of Medicine. Develop policies and procedures for monograph and serials acquisitions for the general collection. Participate in the selection of materials and the identification of materials in need of preservation or replacement with alternative formats. Coordinate and perform weeding activities and gift processing. Supervise stack management activities including shelving, shifting, transfer of materials to off-site collections, placement of newly received materials, and disposal of de-accessioned items. Perform collection analyses; compile statistics; prepare grant proposals. Supervise 3 staff plus additional project staff as needed. Available immediately. Salary: \$35,000 minimum with excellent benefits. Qualifications: MLS from an ALA-accredited program. Minimum 3 years experience in a large medical or academic library, preferably performing collection development or collection management functions on an ongoing basis. Knowledge of the domestic and foreign book trade for monographs and serials. Experience with budgeting, automated networks, and government documents. Send application, resume, and list of three references to: Arthur Downing, Acting Librarian, **New York Academy of Medicine**, 2 East 103rd St., New York, NY 10029. An equal opportunity, affirmative action employer.

GOVERNMENT INFORMATION LIBRARIAN. Cornell University, Albert R. Mann Library. The Albert R. Mann Library at Cornell University is seeking a Government Information Librarian who will

TWO POSITIONS

Eastern Montana College

Eastern Montana College is currently seeking applications for 2 positions in the library. Appropriate terminal degree required for tenure track positions. Rank and salary will be dependent upon education and experience and subject to collective bargaining agreement.

Documents and Reference Librarian. The incumbent for this position will have the responsibility for the selective U.S. depository collection (40%), Montana state documents and maps. This librarian will also be an active member of the public Services staff, with regular reference desk duties, library instruction responsibilities, and liaison with faculty.

Curriculum Resource/Education Librarian. The person selected for this position will have the responsibility of operating a curriculum resource center as part of the Eastern Montana College Library. There will be the opportunity to teach occasional courses in educational technology and media. This librarian will also be an active member of the Public Services staff, with reference and library instruction responsibilities.

Master's degree from an ALA-accredited library science program required for both positions. Candidates must submit a letter of application, resume, and three recent letters of reference (letters must address applicant's qualification for the duties of the position). Applications received by September 20, 1991, will be given preference review; however, applications will be accepted until the position is filled.

For detailed vacancy announcement describing position description, qualifications required, and application procedure, contact:

**Eastern Montana College
Human Resources Office
1500 North 30th Street
Billings, MT 59101-0298
(406) 657-2278**

Eastern Montana College is an equal opportunity, affirmative action employer. Qualified women and minorities are encouraged to apply.

serve as the advocate for the scholarly community in obtaining and providing access to state, federal, and international government information. Mann Library supports the research, instruction, and extension programs of the College of Agriculture & Life Sciences, the College of Human Ecology, and the Divisions of Nutrition and Biological Sciences. These colleges are heavily dependent on government information; aggressive acquisitions of government publications is critical. The library is seeking a proactive librarian who will be an avid supporter of the public's right to free access to government information; who will monitor and establish acquisitions policies for government publishing in print, microform, and electronic formats; and who will provide cataloging expertise for government information. Responsibilities: identifies and selects all pertinent state, federal, and international governmental informational resources, with special emphasis on the integration of electronic resources into the collection. Establishes means of receipt for government information, monitors USGPO and New York State depository programs, and evaluates collection strengths, weaknesses, and needs. Aggressively pursues international government publications. Plays an active role in lobbying efforts and in national and international organizations concerned with government information. Performs original and member-copy cataloging for government information and resolves cataloging problems in the online catalog. Participates in research and development projects, particularly in the implementation of the electronic library. Qualification: MLS from an ALA-accredited institution. Demonstrated interest or experience in government information. Excellent communication skills, some foreign language ability, and facility with personal computers, bibliographic databases, and

integrated library management systems. Interest in innovation and professional development. Preferred: Background or interest in agriculture, the life sciences, or relevant social sciences. Knowledge of cataloging, including AACR2, MARC formats, LC classification schedules, and theories related to the organization and retrieval of information. Expected Salary: \$26,000 dependent on experience. Closing Date: October 1, 1991, but application will be accepted until position is filled. Apply to: Ann Dyckman, Director of Personnel, Cornell University Library, 201 Olin Library, Ithaca, NY 14853-5301. Please send cover letter, resume, list of three references (with names, addresses, and telephone numbers). Cornell University is an equal opportunity, affirmative action employer.

HEAD OF ACCESS AND TECHNICAL SUPPORT, Lehman/Social Work Library, Columbia University. Columbia University seeks a talented librarian to administer access and technical support functions for the social sciences research library. Functions include managing circulation, reserves, stack and collection maintenance, serials, and binding; planning and implementation of the Lehman/Social Work components of our NOTIS-based automated system (CLIO) in conjunction with library-wide implementation teams; supervising CLIO systems and equipment on site. The Head also monitors and manages physical conditions of the library and interprets access policies to users. Directs the work of one library supervisor and directs or takes general responsibility for 11 support staff and 11 FTE student assistants. The Head reports to the Assistant Director for Social Sciences, and participates in planning and evaluating policies and services for the Lehman/Social Work Library. The Library serves all social sciences departments and has

UNIVERSITY LIBRARIAN

UNIVERSITY OF CALIFORNIA, IRVINE

The University of California, Irvine invites applications and nominations for the position of University Librarian. The University Librarian is responsible for the Main Library, the Biomedical Library, the Biological Sciences Library, the Physical Sciences Library, and the Medical Center Library. Construction on a new Science Library will begin in August 1991. The Library staff includes 56 academic librarians and 130 career support staff as well as over 275 part-time student employees.

The University of California, Irvine is located in Orange County, 40 miles south of Los Angeles, and 5 miles from the Pacific Ocean. The present enrollment is 16,000 students with a faculty of 700 including the Medical School. Ethnic minority students comprise about 46% of the student body. The University offers 30 doctoral programs in addition to the MD. Current projections for future growth envision a campus of over 25,000 students by the year 2005.

Responsibilities: Management of the Library; leadership and innovation in its programs; excellence in library services; faculty relations; accountability for a budget of over \$12,000,000 and a collection of 1.5 million volumes; planning and evaluation; public relations and fund development. The University Librarian is a member of the University Executive Program and the Academic Senate, and reports to the Associate Executive Vice Chancellor of the Irvine Campus. The University Librarian represents the Irvine Campus on UC systemwide library management and advisory groups.

Qualifications: Significant achievement in areas relevant to the administration of a major research library; a demonstrably strong commitment to excellence in scholarship and research; knowledge of collection development, public and technical services, and library technology; the ability to shape, articulate, and implement a vision for the future of library resources, services and technical development. The successful candidate will have a firm grasp of current issues in higher education and the ability to forge effective links with faculty and academic programs.

Minimum preparation will include an appropriate higher degree (either an MLS from an ALA-accredited library school or a Ph.D) or equivalent experience; additional educational attainment and/or substantial research experience in librarianship or another discipline; demonstrated skills in planning and budgeting; and interest in overseeing the Library's development program; and the ability to work productively with library staff, faculty, and administration.

The Library at Irvine is committed to the support and encouragement of a multicultural environment and seeks candidates who can make positive contributions in a context of ethnic and cultural diversity.

Salary will be commensurate with qualifications and experience. Candidates should apply in writing, including with their letter a complete statement of qualifications, a full resume of their education and relevant experience, and the names and addresses of three references. Committee review of applicant's credentials will begin on September 15, 1991 and continue until an appointment is made. Send nominations and resumes to:

UCI

**Search Committee for the University Librarian
Attn: Shirley Crawford
255 Administration Building
University of California, Irvine**

The University of California is an affirmative action employer.

CURATOR, WEST ASIA COLLECTION

Cornell University Library

Cornell University Library seeks an experienced and dynamic librarian, with a strong public service commitment, to serve as Curator of the Wason Collection on East Asia. Containing more than 425,000 volumes, the Wason Collection has long been noted for its Western-language holdings on China, as well as its extensive Chinese-language materials. More recently, it has also been aggressively developing its Japanese-language holdings. From the summer of 1992, this distinguished collection will occupy the main level of Cornell's new Carl A. Krock Library for Special Collections in the Humanities and Social Sciences.

Duties and Responsibilities: With general responsibility for supervising the departments's public service and collection development activities, the Wason Curator hires and supervises the collection's staff, manages its budget, interprets general library policies as they relate to the Collection, provides reference and bibliographic service related to East Asia in general, and China in particular, and serves as a central liaison with other library departments and with faculty and visiting scholars. The Wason Curator also selects all Chinese language materials, and advises the library's technical service departments on their processing and cataloging of East Asian materials. The Curator works closely with the faculty and students of the Cornell's East Asia Program in developing the Collection's holdings and in providing necessary support for the Program's research and teaching activities. Appropriately qualified candidates wishing to offer an annual course on East Asian Bibliography and Research Methods will also be considered for an adjunct faculty appointment in the University's Department of Asian Studies.

Qualifications: A professional degree in librarianship and/or an advanced research degree in an appropriate field of Chinese Studies is required, as are demonstrated administrative skills and at least six years of progressively responsible experience in the Asian Collection of a major research library. A demonstrated commitment to public service at the research library level is also required. Evidence on continuing scholarly interest and fluency in Chinese is highly desired, with a research-level reading/writing knowledge of Chinese the minimum requirement. A strong working knowledge of Japanese will be advantageous. Strong verbal and written communication skills in English and Chinese are essential, as is familiarity with the Chinese-language book trade. Evidence of initiative, leadership, personnel management skills, and enthusiasm for working cooperatively with colleagues in South Asian and Southeast Asian collection is essential, as is a demonstrated capacity to contribute to the field of East Asian Studies, to develop and promote the use of a very large research collection, to interact effectively with other library administrators, and to work with students, faculty, and visiting scholars. Application: Applications are desired by **October 15, 1991**, but will be accepted until position is filled. Salary and rank will be dependent upon qualifications and experience (with \$33,000 minimum at beginning Associate Librarian level). Submit letter of application, resume, and names, addresses, and phone numbers of three references to:

**Ann Dyckman
Director of Personnel
235 Olin Library
Cornell University
Ithaca, NY 14853-5301.**

Cornell University is an equal opportunity, affirmative action employer.

School of Social Work, and houses the Government Documents Service Center. The collection to be managed contains 504,000 volumes. In addition to an accredited MLS, requirements include: ability to work effectively with faculty, students and library colleagues; superior interpersonal and communications skills; and demonstrated talent for planning and managing in a complex academic environment. Professional experience in an academic or special library, familiarity with NOTIS or another automated library circulation system, and successful experience as a supervisor are highly desirable. Salary ranges are: Librarian I: \$30,100-\$39,130; Librarian II: \$32,100-\$43,335; Librarian III: \$35,100-\$50,895. Excellent benefits include assistance with University housing and

tuition exemption for self and family. Send resume and the names, addresses and phone numbers of three references to: Kathleen M. Wiltshire, Director of Personnel, Box 35 Butler Library, **Columbia University**, 585 West 114th Street, New York, NY 10027. Cover letter should specify job title: Head of Access and Technical Support, Lehman/Social Work Library. Applications received by October 15, 1991, will be given priority consideration. An affirmative action, equal opportunity employer.

HEAD OF CATALOGING. Twelve-month, tenure-track position reporting to Dean of Library Services; rank equivalent to Assistant Professor. Salary \$41,904; excellent benefits. Requirements in-



DIRECTOR, UNIVERSITY LIBRARIES

Carnegie Mellon University

Carnegie Mellon University seeks applicants for the position of Director of Libraries. The Director administers a system of three libraries staffed by 31 professionals and a support staff of 51. Holdings include 787,000 print volumes, 4,275 current journal subscriptions, and a variety of non-print materials. The libraries support undergraduate programs in humanities, fine arts, social sciences, natural sciences and engineering. The library system is an integral part of a campus-wide information network serving a computation-intensive and sophisticated community of scholars and research scientists. It is now the site for Project Mercury, a major research effort to develop a pilot of the electronic library of the future. CMU is committed to a strategy of meeting the information needs of a strong research community and a diverse educational program, not simply by conventional collection building, but also by taking advantage of the institution's leadership role in the development of information technology. The Director must possess both the vision to play a major role in endeavors like Project Mercury and the administrative skills and commitment to manage ongoing library service effectively. He or she should hold a relevant advanced degree and have at least 5 years administrative experience, including budget responsibility, in progressively responsible positions in a research oriented library. It is essential that that experience be marked by innovative and energetic leadership. The successful candidate must be able to interact with faculty as an information scientist as well as an administrator, to participate in the development of research proposals as well as the cultivation of donors, and to lead the development of state-of-the-art library services including access to documents in newly-emerging electronic media as well as printed form.

Salary \$75,000 minimum. Send letter of application, resume and names and addresses of 3 references to:

David W. Miller
Chair, Library Director Search Committee
Hunt Library
4825 Frew Street
Carnegie Mellon University,
Pittsburgh, PA 15213-3890

or to David.W.Miller@andrew.cmu.edu. Applications should be received by **November 1, 1991**.

CMU is an affirmative action, equal opportunity employer. Nominations and application of minorities and women are particularly encouraged.

clude: ALA-accredited MLS; minimum five years full-time, professional cataloging; experience with OCLC or other major bibliographic utility; AACR2, LCSH, LC classification, and MARC formats; successful supervisory experience; oral, written, and interpersonal communications skills. Write for complete announcement, or submit letter of application with vita and three references to: Library Search Committee, c/o Dean of Library Services, California State University Stanislaus, Turlock, CA 95380. Applications received by September 9, 1991, assured consideration. An equal opportunity, affirmative action employer.

HEAD OF CATALOGING, Graduate Theological Union Library. Under the general supervision of the Head of Technical Services, administer operations of the Cataloging Section. Supervise two copy catalogers and one professional cataloger. Coordinate flow of materials and work assignments in the section. Do original cataloging and classification in all formats. Required: ALA-accredited MLS; five years library experience including supervision; knowledge of at least one foreign language. Knowledge of LC cataloging and classification. Preferred: relevant subject master; knowledge of German or Romance languages; demonstrated verbal and written communication skills. Salary: \$27,109 minimum, excellent fringe benefits. Application deadline: October 1, 1991 or until position is filled. Submit letter of application, resume, and list of three refer-

ences to: Head of Technical Services, **Graduate Theological Union Library**, 2400 Ridge Rd., Berkeley, CA 94709. EOE.

HEAD OF CATALOGING. University of Texas at San Antonio seeks applicants for the position of Head Catalog Librarian. Qualifications: ALA-accredited MLS; 5 years of technical services experience including supervisory and catalog experience. Experience with MARC, AACR2, LCSH, LCCS, and OCLC or other utility. Strong interpersonal, verbal, and written communication skills. Prefer experience with NOTIS, automated authority control and micro computer programming. Duties: Manage and supervise all catalog activities, develop policies and procedures, maintain quality control and ensure integrity of the online database. Specialist and resource person in cataloging. Coordinate activities with other departments. Salary: \$30,000 minimum, liberal benefits; no state income tax. Application: send letter of application and resume to: Sue Tyner, Asst. Director for Technical Services, **University of Texas, at San Antonio Library**, 6900 N. Loop 1604 West, San Antonio, TX 78249. Applications by September 30, 1991, receive priority. UTSA is an EEO/AA employer.

HEAD, INTERLIBRARY LOAN UNIT. Responsibilities: Reporting to the Head of Reference Services, manages the interlibrary borrowing and lending activities of the university libraries and

LIBRARIAN, OFF-CAMPUS LIBRARY SERVICES

Central Michigan University

This position will provide reference assistance, library user education and referral services for Central Michigan University, Extended Degree Programs and Credit courses students and faculty involved with graduate level, credit courses in the western regions of the U.S. and Canada. This position also manages an instructional resources support program for off-campus faculty and chairs the planning for the next Off-campus Library Service Conference. Marketing of the Library Program is a key element of this position. Minimum qualifications: MLS degree from an ALA-accredited library school and two years professional experience in public services setting; knowledge of online and/or CD-ROM searching; familiarity with library user education; evidence of excellent communication and interpersonal skills; willingness to travel by airplane and work a flexible schedule are required. Preferred qualifications: Reference experience with social sciences, administration, or health services literature; conference planning background and experience with micro-computing. Salary commensurate with qualifications, minimum \$30,000. Position is a 12-month appointment based in Mt. Pleasant, Michigan. Excellent fringe benefits. Submit letter of application, resume, and names, titles, addresses, and telephone numbers of three references to:

Chairperson, Selection Committee
207 Park Library
Central Michigan University,
Mt. Pleasant, MI 48859.

Position is available immediately. Applications will be accepted until the positions filled. Review of candidates files will begin **July 30, 1991**. Central Michigan University is a state institution with an enrollment of 16,000 on-campus students and an off-campus constituency of about 12,000 students. CMU's Off-center Library Services Program, a nationally recognized model, serves nontraditional students at off-campus centers, sponsors the Offcampus Library Services Conference and publishes its conference proceedings to support librarians in this field.

provides service to borrowers; serves on the Reference Desk. Supervises a staff of three classified, .5 FTE professional, and student assistants and manages resources to process over 50,000 requests per year. Assists in planning and implementing shared resource agreements with selected libraries; serves as representative to regional interlibrary lending committee; provides leadership in evaluating new and existing technologies for accessing and transmission of data; participates in planning for improved document delivery services. Research, publication, and service to Library and University expected to satisfy criteria for continuing appointment and promotion. Twelve-month, tenure-track faculty appointment. Qualifications: Required: ALA-accredited MLS; experience in interlibrary loan using OCLC or RLIN; minimum of two years supervisory experience; excellent management and organizational skills; flexibility; knowledge of microcomputer applications; strong interpersonal and communications skills. Preferred: General reference experience; familiarity with alternative methods of document delivery; familiarity with online databases. Salary: Commensurate with education and experience. Minimum \$30,000. Apply to: Christine M. Travis, Personnel Officer, University Libraries-JL 139, University at Albany, **State University of New York**, 1400 Washington Ave, Albany, NY 12222. Deadline: Review of letters of application and resumes will begin September 30, 1991. Please include a list of three persons with addresses whom we can contact for references. The University at Albany, State University of New York is an equal opportunity, affirmative action employer. Applications from women, minority persons, handicapped persons, special disabled, and Vietnam era veterans are especially welcome.

HEAD OF LIBRARY, ASSISTANT HEAD OF PUBLIC SERVICES, Loyola University of Chicago. Manages daily operations of the university's Water Tower Campus Library, including reference services, periodical/microforms, circulation services, and curriculum library. Supervises 4 librarians, 8.5 support staff and several undergraduate and graduate assistants. A new library building is

being planned. Also serves as the Assistant Head of Public Services and participates in the overall administration of the libraries as a member of the Administrative Group. Reports to the Assistant University Librarian for Public Services. Qualifications include: ALA-accredited MLS degree; progressively responsible experience in public service in an academic library; substantial knowledge of reference and circulation policies and processes; supervisory experience; demonstrated leadership skills; excellent communication and interpersonal skills; knowledge of and interest in creative use of technology in public services. Salary from \$35,000. Benefits include 20 days of vacation, full tuition benefits, university contributions to TIAA/CREF, dental insurance, and choice of medical plans. Qualified applicants should send letter of application, resume and the names, addresses, and phone numbers of three references to: Ellen J. Waite, University Librarian, Cudahy Library, **Loyola University of Chicago**, 6525 N. Sheridan Rd. Chicago IL 60626. Application deadline is September 1, 1991, but applications will continue to be received until the position is filled. Loyola University of Chicago is an affirmative action, equal opportunity educator/employer.

HEAD, MEDICAL SCIENCES LIBRARY. Applications are invited for the post of Head, Medical Sciences Library at the level of Deputy Librarian in the University Libraries. Applicants should hold a good first degree, preferably in the sciences, and professional qualifications in librarianship/information science. The appointee should have had substantial experience in the management of medical or health sciences libraries and be familiar with automated systems. Consideration will be given to candidates with relevant experience in academic, research, or special libraries. The appointee will be responsible to the Campus Librarian for the general organization and management of the Medical Sciences Branch Library. Annual salary: Scale TT \$89,016 x \$1,980-\$96,936 B) \$100,896 plus Regional Allowance of \$12,204. Passages, pension, housing, book and study, and travel grants. Detailed applications naming three references to the Campus Registrar as soon as possible. Further

SCIENCES BIBLIOGRAPHER (SEARCH REOPENED)

**Tufts University
Medford, Massachusetts**

Tufts University seeks qualified applicants for the position of Sciences Bibliographer. Reporting to the Assistant Director for Collection Management and Technical Services, this new position will be part of a recently implemented collection development and management program. The purpose of the position is to create, administer, and maintain the Library's collections on a subject-specific basis, with full intellectual and fiscal responsibility.

Responsibilities: Administers all science library materials funds with full responsibility for title selection and allocation of individual subject-specific funds. Develops collection development policies. Communicates and interprets Library policy as needed. Acts as a liaison with relevant faculties, students, and staff. Participates in the development of policies and procedures through committee work and acts as a resource person for science-related collection development and management, both individually and through scheduled meetings and discussions. Conducts serials reviews, collection evaluations, and relocations. Prepares annual materials, budget rationale.

Qualifications: An ALA-accredited MLS is required, as well as previous academic library work experience in collection development and management OR an undergraduate degree in science with a demonstrated interest in collection management. Also required is the ability to work creatively in a rapidly changing environment. The successful candidate will be one who is flexible, diligent, and responsible; one who can work with minimum supervision and who can show initiative.

Appointment will be made at the Librarian I, or Affiliate level. Send letter of application including resume and names and addresses of 3 references to:

**Sonia Payne
Arts & Sciences Library
Tufts University
Medford, MA 02155**

Screening for this position will begin on **October 15, 1991**, and will continue until the position is filled.

Tufts University is an equal opportunity, affirmative action employer.

particulars will be sent to all applicants. **The University of the West Indies**, St. Augustine, Trinidad, West Indies.

HEAD, MONOGRAPH UNIT, Bibliographic Services Department, Syracuse University Library. Plans, coordinates, and manages all activities of the Monograph Unit including all acquisitions, searching and cataloging functions of the Unit. Responsible for providing direction to individuals and supervision of functions including pre-order searching, ordering, OCLC cataloging, and catalog maintenance, as well as establishment and implementation of standards and practices for all monograph acquisitions and cataloging activities. Required: MLS from an ALA-accredited library school; at least three years' experience, preferably with current trends in publishing, vendor services, cataloging activities; a record of effective supervision; demonstrated organizational ability, planning, management, interpersonal skills, excellent written and oral communication skills; experience with automated systems in libraries; facility with one or more foreign languages preferred. The Monograph Unit of the Bibliographic Services Department comprises two librarians, 2 supervisors, and a support staff of 18. Bibliographic Services also includes the Serials and the Receiving/Accounting Units. The position reports to the Head of Bibliographic Services. Salary is negotiable, commensurate with experience and qualifica-

tions, (minimum \$28,000). Applications received by October 15 will receive first consideration. Send letter of application, resume, and names of 3 references to: Search Committee for Head, Monograph Unit, Bibliographic Service Department, Syracuse University Library, Office of Human resources, **Syracuse University**, Skytop Office Building, Syracuse, NY 13244-5300. An affirmative action, equal opportunity employer.

HEAD OF REFERENCE SERVICES. Full-time probationary assistant professor faculty position. Experienced, innovative librarian sought to assume leadership responsibilities for reference service in consultation with the Public Services Coordinator. Position includes reference collection development and maintenance; supervision of students reference desk service, including some evening and weekend work; bibliographic instruction; and online searching. Applicants should have good communication skills, imagination, and a dedication to quality reference service. Academic year contract with some summer employment usually available at individual and campus options. The library faculty is organized as an academic department. Candidates must have an ALA-accredited MLS and an additional subject master's degree. Minimum of four years relevant professional reference experience in an academic library; experience in using CD-ROM products and

FACULTY POSITIONS AT THE SCHOOL OF LIBRARY AND INFORMATION SCIENCE

Indiana University Bloomington, Indiana

Indiana University School of Library and Information Science (SLIS) is continuing to recruit several full-time, tenure-track faculty members at the rank of Assistant or Associate Professor to begin as early as January 1992. SLIS seeks candidates who are genuinely interested in the intellectual bases and future viability of the library and information field. We are looking for people who will stimulate and provide superior collective performance in a collegial atmosphere.

Highly desirable qualifications include: Demonstrable research record or potential. Forward-looking research agenda, substantive contribution to scholarly literature, willingness and ability to present at national and international symposia, grantsmanship; Vision and broadmindedness; Comfortable with change, intellectual curiosity, networker/boundary spanner, intellectual trader. Commitment to library and information science field; interest in defining the core and exploring the edges of the field, willingness and ability to incorporate new ideas into teaching and research and to transfer theoretical constructs to the work of practice. Teaching ability/experience; Ability to excite the best students to explore and experiment, willingness to identify and mentor researchers and authors among the student body. Ph.D. completed or anticipated in library and information science or related field.

Areas of specialization; The following areas are illustrative, not definitive; systems and technologies, information resources management, applications of cognitive science, information networking, electronic media and markets, scholarly communication, economics of information, organization of knowledge. Teaching Responsibilities normally include four or five courses per academic year. Optimal summer teaching opportunities are available. SLIS offers master's, specialist (6th year), and Ph.D. degrees. The School is committed to a statewide program of education at the master's level.

New faculty hirings and a significant capital investment to support the expansion and upgrading of the School's computer faculty are evidence of an increased commitment to information science at Indiana University. A large library and information science faculty and Ph.D. program, dual-degree programs in journalism, law, public administration, and other areas, a major research library, and a supportive computing environment offer significant opportunities for collaborative research.

Indiana University is a major research university, and candidates are expected to meet the requirements of scholarship and publication of such an institution. IU SLIS, one of the largest and most highly regarded library and information science education programs, is located in a beautiful area of southern Indiana, and provides superb opportunities for culture and leisure. Indiana University offers a wide range of benefits, including fully employerfunded TIAA/CREF. Salary minimum ranges from \$30,000 to \$36,000 (Assistant Professor) and \$36,000 to \$44,000 (Associate Professor). Interested individuals should contact;

Judith Serebnick
Search and Screen Committee Chair
School of Library and Information Science
Indiana University
Bloomington, IN 47405

Telephone; (812) 855-5113; FAX; (812) 855-6166. Bitnet; serebnic@iubacs or Internet; serebnic@ucs.indiana.edu. Applications received by **October 1, 1991** will be assured of consideration. Applicants should include a letter of intent and current resume.

DIALOG or BRS. Position available January 13, 1992. Salary: minimum \$28,000. Send application letter, resume and three current, professional references with phone numbers to: Karin Sandvik, Department Chair, **University of Wisconsin-La Crosse**, La Crosse, WI 54601. Screening of applicants begins Nov. 1, 1991, and continues until position is filled. Refer to position #302. AA/EOE.

HEAD, SCIENCE AND ENGINEERING LIBRARY, University of California, San Diego. UCSD is an equal opportunity, affirmative action employer and specifically seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Rank: Associate Librarian, \$35,052-\$50,496 or Librarian, \$47,124-\$65,340. Responsibilities: Under the general direction of the

Associate University Librarian-Sciences, the Department Head plans, develops, manages, and evaluates the Science and Engineering Library's collection services, operations, and facilities in a highly automated environment; functions primary liaison between the Library and the faculty of the six academic departments; develops resource-sharing and access arrangements with other research libraries in California; chairs the Library's advisory committee and represents the library on other university and outside committees, as required. Responsible for organizational and personnel planning for 17.5 FTE staff. Takes active role in developing funding sources outside the library. Provides reference and online search services and participates in collection development. UCSD librarians are expected to participate in library-wide planning activities and to be active professionally. Qualifications: Required: MLS from an ALA-accredited library school or equivalent. Relevant library experience, including some supervisory experience. Evidence of strong administrative and library experience, including competence in planning and organizing services and directing staff. Excellent written and oral communications skills. Understanding of scientific research process, ability to work effectively with faculty, and a strong commitment to provision of effective and innovative library services. Knowledge of issues and trends relating to library automation and its implications for technical and public services. Desirable: academic background in science. An appointee at the Librarian level is expected to bring to the position well-developed managerial skills and considerable expertise in science librarianship as well as a record of significant contributions to the field of librarianship. Applications received by October 15, 1991, will be assured of consideration. Submit a letter of application, enclosing a resume and a list of references to: **University of California, San Diego**, Janet Tait, Assistant for Academic Personnel, Library, 0175H-1, 9500 Gilman Dr., La Jolla, CA 92093-0175.

HEAD OF TECHNICAL SERVICES. Responsibilities: Leadership, planning, management of technical services policies and operations. Supervision of acquisitions, cataloging, serials and government documents, review collection development practices and new development policy with Director of the library and faculty. Work with Coordinator for Library Systems for hardware and software support for optimal use of bibliographic utilities, file transfers, workflow, and statistical analysis of technical operations. Development of bibliographic and technical support services, and strategic planning for the library during a time of expansion and innovation. Report to Director of the Library. Qualifications: ALA-accredited MLS, with experience in an academic library. Knowledge of bibliographic control applications and technical processing, including library automation; familiarity with OCLC and INNOPAC. Initiative and leadership in technical services; interpersonal communication and analytical skills; managerial and administrative experience. Knowledge of languages helpful. Salary: Commensurate with experience and qualifications; minimum \$33,500. Submit letter of application, resume and 3 references by September 20 to: Charles Henry, Director of the Library, **Vassar College**, Poughkeepsie, NY 12601. AA/EOE.

HUMANITIES AND SOCIAL SCIENCES DEPARTMENT REFERENCE LIBRARIAN/BIBLIOGRAPHER based on the candidate's qualifications and interests and the needs of the department. Reports to the Head, Humanities/Social Sciences Department. Qualifications: An MLS from an ALA-accredited program; strong background in the social sciences, including, but not limited to, political science, sociology, or business; working knowledge of microcomputers, and effective oral and written communication skills. Must be committed to working collegially. Advanced subject degree in the social sciences or online/CD-ROM searching experience desirable. Miami University is a selective institution, located in Oxford, Ohio, 35 miles northwest of Cincinnati. The Miami University Libraries contain over 1.4 million volumes, have an extensive collection of government documents and microforms, and subscribe to over 12,000 serials. They serve 850 teaching and research faculty, 15,000 undergraduates, and 1,000 graduate students. The library has 36 librarians, 55 support staff, is a member of OCLC, CRL, and has Innovative Interfaces online system. Benefits include Blue Cross/Blue Shield, major medical disability, dental and term life insurance all paid by the University. Public employee retirement system. Minimum salary \$23,000. Submit letter of application, resume, and names, telephone numbers and addresses of three professional references to: Judith A. Sessions, Dean and University Librarian, **Miami University**, Oxford, OH 45056. Applications received by September 1, 1991, will receive

first consideration; position open until filled. Miami University is an equal opportunity employer.

INSTRUCTION COORDINATOR, Cornell University, Albert R. Mann Library. The Albert R. Mann Library at Cornell University is seeking a librarian to coordinate instruction and to participate in reference and computerized search services as a member of a public services professional staff of nine. Reporting to the Head of Public Services, the instruction coordinator works with a group of instructors drawn from the library's Public Services, Technical Services, Collection Development, and Information Technology professional staff. Mann Library supports Cornell University college of Agriculture and Life Sciences, the College of Human Ecology, the Division of Nutritional Sciences, and the Division of Biological Sciences. Recognizing that users of information resources increasingly expect access from beyond the library walls, Mann is implementing an electronic library entered through a central gateway, available across the campus networks. This gateway, available at workstations in offices, labs, and microcomputer centers, leads users to bibliographic, full text, and numeric databases located on and off campus. Instruction for users of this electronic library will combine education for a constituency that may never enter the library with instruction for those who use information resources inside the library building. Mann Library has initiated a program of information management workshops which are subject, system, or application specific. Most workshops are taught in the library's online Classroom or Microcomputer Center, or in other microcomputer facilities on campus. Computer technology plays a key role in the workshops, with technical support provided by the library's Information Technology Section. The program is the result of Mann Library's research and experimentation into the most effective methods for teaching a comprehensive set of information management skills to a large population of undergraduates, graduate students, and faculty. The library seeks a librarian to evaluate, publicize, and expand this program, and to take a leadership role in investigating new instructional approaches. Knowledge & Experience: ALA-accredited MLS, excellent communication and presentation skills, and strong interpersonal skills required. Experience in academic librarianship or education required. Experience in teaching the use of computing, telecommunications, and information management technology desirable. Strong interest in professional development, participation in professional organizations, and enthusiasm for innovative programs are important. Expected Salary: \$26,000+ dependent on qualifications. Closing Date: October 31, 1991, but applications will be accepted until position is filled. Apply to: Ann Dyckman, Director of Personnel, **Cornell University Library**, 201 Olin Library, Ithaca, NY 14853-5301. Send cover letter, resume, three references including addresses and telephone numbers. Cornell University is an equal opportunity, affirmative action employer.

LATIN AMERICAN CATALOG LIBRARIAN, Arizona State University. Does original cataloging of Spanish/Portuguese monographs & serials; supervises a library specialist in original and copy-assisted cataloging of Latin American materials; participates in departmental governance and management. Position offers opportunities to participate in collection development and public service activities. Required: ALA-accredited MLS degree; demonstrated knowledge of AACR2R, LCSH, LC classification system and MARC content designation; excellent reading knowledge of Spanish; ability to adapt and work effectively in a changing, diverse, and automated environment; effective interpersonal and communication skills; evidence of professional commitment. Preferred: Academic background in Spanish and Latin American studies; supervisory and training experience; working knowledge of Portuguese. Salary: \$23,000 and up, dependent on qualifications and experience. To apply: Send letter of application, resume, and the names, addresses and telephone numbers of four recent references to: Rebecca Burke, Acting Assistant Dean for Personnel, Hayden Library, **Arizona State University**, Tempe, AZ 85287-1006. Phone (602) 965-3417. Deadline: August 15, 1991; applications will be accepted after the deadline and reviewed on a biweekly basis until the position is filled. ASU is an affirmative-action, equal-opportunity employer.

LIBRARIAN: Coordinate and monitor the implementation and evaluation of the integrated library system and online services. Responsible for the selection, installation, maintenance, and application of microcomputer hardware and software, and CD-ROM databases. 40hpw; 8:30am-4:30pm; \$30K/yr; Must have MS in Library Science and one year experience. Experience with various



Centre Canadien d'Architecture /Canadian Centre for Architecture

Head Librarian

The Centre Canadien d'Architecture/Canadian Centre for Architecture is seeking a scholar librarian to lead the development of one of the world's great architectural libraries. The Head Librarian will be responsible for overseeing all library operations, directing the expansion of its collection, furthering activities linked to the wider research and library communities, and contributing to the long range planning of the institution.

The CCA Library is an international research collection devoted to the history of architecture and the built environment. It already comprises 140,000 titles, with an emphasis upon rare book and special collections related to the history of architectural theory, practice and publishing from the fifteenth century to the present. The Library is one of the central components of a study centre and museum with internationally important collections of photographs, drawings and archives and with wide-ranging research and exhibition programmes. The Head Librarian supervises a staff of 21 – including an Associate Librarian with general management responsibilities – and works closely with the Director, Chief Curator and other senior staff in the development of institutional policies and programmes.

The Head Librarian will be encouraged to pursue independent research under conditions comparable with those in a university environment.

The Head Librarian must possess an advanced degree in art or architecture or a related discipline in the humanities, with a record of scholarship; seven or more years of progressively responsible experience in an academic or research library, with an MLS preferred; and the ability to work in French and English.

The salary level is competitive and personal benefits are excellent. The CCA is an equal opportunity employer.

Please submit your curriculum vitae to: **Manager of Human Resources, Canadian Centre for Architecture, 1920 Baile Street, Montreal, Quebec H3H 2S6.**



Centre Canadien d'Architecture /Canadian Centre for Architecture

Manager of Information Technology

The Centre Canadien d'Architecture/Canadian Centre for Architecture in Montreal is a study centre and a museum founded to study and make known the significance of architecture in the history of our society.

Under the supervision of the Head of Museum Services, the Manager is responsible for the management and coordination of information technology services required by all departments of the CCA.

The Manager will be responsible for the conceptualization and long-range planning of the information technology requirements of the institution. The primary focus will be on the application of information technology to library and collections documentation, cataloguing and access; interactive exhibition displays, including video and graphics presentation; and research programmes. The analysis and development associated with these user- and research-oriented database applications are essential.

The Manager will also assess, coordinate and plan for the information management needs of other divisions of the CCA including Development, Communications, and Administration and Finance, as well as implementation and staff training. The incumbent will be responsible for the administration of the personnel and budget of the Information Technology Department.

The Manager must possess experience in the design, development, implementation and use of automated systems for collection, archives, libraries or museums as well as a minimum of five years' experience in information technology and management with a broad base of technical knowledge of computer environments including relational and text-based database systems. An advanced degree in the social sciences, humanities, library science or the equivalent is required, and experience with computerized graphics, image or video systems is desirable. A working knowledge of both official languages is essential.

The salary level is competitive and personal benefits are excellent. The CCA is an equal opportunity employer.

Please submit your curriculum vitae to: **Manager of Human Resources, Canadian Centre for Architecture, 1920 Baile Street, Montreal, Quebec H3H 2S6.**

MULTICULTURAL SERVICES LIBRARIAN

University of California, Santa Cruz

Assistant Librarian/Associate Librarian. Salary range for these ranks: \$28,668-\$50,496. Reporting to the Head of Reference Services: Responsible for providing leadership in library services for the campus multicultural community. Coordinates an outreach program. Provides library instruction and specialized reference service in multicultural studies. Provides general reference service in the social sciences and humanities; serves 12-15 hours a week at the Reference Desk, including weekend and evening service; participates in computer reference service; prepares and presents instructional materials; selects reference materials. Participates in library-wide activities, including administrative committees and special projects. Qualifications: Required: graduate degree from an ALA-accredited library school; demonstrated ability to communicate and establish ties with the UCSC multicultural community and to provide an intensive outreach program to that community; broad interest in the humanities/social sciences and in working with undergraduates, graduate students, and faculty; ability to work at the reference desk, provide library instruction, and perform online searches. Preferred: Prior reference desk experience; multicultural outreach experience. Application deadline: **October 7, 1991**. Applicants should supply a statement of their qualifications, a resume, and the names of four (4) references who can comment on their qualifications. Send correspondence to:

Katherine Beiers
Assistant University Librarian—
Personnel
University Library
University of California
Santa Cruz, CA 95064

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

computer platforms, software, and networking; of information systems and online access via Internet, Bitnet phone line, etc.; of MS-DOS machine hardware peripherals, and software such as Windows, Excel, dBase, SPSS, and Procomm; and of multimedia development software such as Toolbook. Must have knowledge of PC LAN, CD-ROM network access hardware and software; and of statistical analysis. Send resume to: **The Gettysburg Job Service Office**, 108 N. Stratton St. (Rear), Gettysburg, PA 17325. JO#: 4425214.

LIBRARY DIRECTOR, Historical Society of Pennsylvania. To manage 500,000 volume reference and genealogical collection with primary and secondary source materials relating to the Delaware Valley region and to the original thirteen states. The Director supervises all Library functions including collecting, preserving, and making holdings available for use. Staff of eight full- and part-time employees. Qualifications: Minimum of five years experience in Library management including financial and supervision responsibility; background in American History and genealogy; and good interpersonal and communication skills. EOE. Salary: \$30's. Apply to: President's Office. **Historical Society of Pennsylvania**, 1300 Locust Street, Philadelphia, PA 19107. Application deadline September 30.

MIDDLE EAST BIBLIOGRAPHER needed to assume responsibility for developing and maintaining the library's collections about and from Egypt and the Middle East and for providing bibliographic/instructional assistance to users researching Middle Eastern subjects. M.A. in Middle East Studies or a Middle Eastern area discipline and a graduate degree in Librarianship are required. Minimum three years professional library experience required; experience in bibliography preferred. Fluent English and Arabic are required. A working knowledge of Turkish, Persian, and European languages is desired. Two-year appointment (renewable) begins February 1992. Rank will be Senior Librarian; salary to be based on qualifications and experience. For expatriots, housing, roundtrip air travel, plus schooling for two children included. Applications will be accepted until all the position is filled. Interviews will be held at the November 1991 Middle East Studies Association meeting in Washington, D.C. Write with curriculum vitae to: George H. Gibson, **The American University in Cairo**, 866 United Nations Plaza, Suite 517, New York, NY 10017.

PRESERVATION CATALOGER. The University of Notre Dame Libraries are seeking a qualified person to fill a three-year position, possibility of renewal, funded by the National Endowment for the Humanities, Preservation Division. Responsibilities will include creation of bibliographic records for preservation microfilm masters: upgrading existing records, converting uncatalogued titles, maintaining bibliographic database for project. ALA-accredited MLS; degree in Medieval Studies desirable; reading knowledge of Latin and at least one other Western European language; knowledge of AACR2 and MARC formats; familiarity with major bibliographic utilities, knowledge of preservation practices and issues relating to preservation microfilming highly desirable. Minimum salary \$24,500, good benefits. Closing date: August 15, 1991; position available September 1. Send letter of application, resume and reference information to: Peggy Weisser, Human Resources Representative, 221 Hesburgh Library, **University of Notre Dame**, Notre Dame, IN 46556. The University of Notre Dame is an affirmative action, equal opportunity employer. Nominations and applications are particularly encouraged from members of ethnic minorities.

REFERENCE/COLLECTION DEVELOPMENT LIBRARIAN: Education Library. Currently open (beginning October 1991). This position provides a full range of reference services to students (undergraduate and graduate) and faculty. May provide reference services in the Humanities and Social Sciences Library. Participates in the Library User Education program using a concept-based mode of instruction. Assists in the use of CD-ROM resources of which ERIC ON DIALOG is the most heavily used. The position will be responsible for collection development in Elementary/Secondary Education, Children's Literature, and a textbook collection of elementary and secondary works. Librarians are appointed as members of the Washington State University Faculty and are expected to participate actively in the University's instructional, research, and service programs. All privileges, obligations, and research responsibilities of faculty are inherent in such membership. Librarians are ranked in grades of 2, 3, and 4, equivalent to the academic ranks of Assistant Professor, Associate Professor, and professor. A progressive record of professional/scholarly achievement is expected of all librarians. Education Library, a separate library branch, shares space with the College of Education in Cleveland Hall. The Education Library personnel include two full-time professionals, two full-time classified staff, and fifteen student assistants. The Education Library actively supports the mission of the College of Education with collection emphasis in Elementary/Secondary Education, Educational Administration, Education Psychology, and Children's Literature. The Education Library also provides services

TWO POSITIONS

Temple University

Coordinator of Computerized Reference Services: Coordinates computerized database search services throughout the library system, including mediated online and end-user CD-ROM searching. Acts as primary searcher and assigns search requests to other searchers; monitors vendor accounts; chairs regular meetings of searchers. Coordinates reference service for 50-workstation CDROM network; maintains CD-ROM software; serves as liaison with Computer Center. Develops and conducts searcher training and enduser instruction. Recommends and implements new services, technologies, and policies. Serves 15 hours per week at general reference and business/government documents desks, plus weekend rotation and occasional evenings. Qualifications: Required: ALA-accredited MLS. Two years' professional experience in academic or research library, including online and CD-ROM database searching. Knowledge of microcomputer applications; ability to coordinate work of other professionals; strong service commitment; well developed interpersonal skills; ability to express ideas effectively both orally and in writing. Preferred: Broad liberal arts background; instruction or training experience.

Library Instruction Coordinator (Search Reopened): Coordinates library instruction activities throughout the library system. Administers the Library Skills Workbook program (a Core Curriculum requirement); edits the printed workbook and related computer assisted instruction; organizes and presents courserelated instruction; oversees creation of printed library guides; serves on the Library Instruction Committee. Serves 15 hours per week at general reference and business/government documents desks, plus weekend rotation and occasional evenings. Qualifications: Required: ALA-accredited MLS. Two years' professional experience in academic or research library, including substantial library instruction responsibilities or reference position with secondary or college teaching background. Broad knowledge of reference sources and research strategies, strong service commitment, well developed interpersonal skills, ability to conceptualize and express ideas effectively both orally and in writing. Preferred: Social Science or humanities background; online searching experience and working knowledge of microcomputers.

Both positions. Salary: Minimum \$25,000 for 10-month appointment; higher depending on qualification and experience. An additional month may be required for an added 9.6% of annual salary. Fringe benefits include health, dental, and life insurance; tuition remission; TIAA-CREF. Application Procedure: Send letter addressing all qualifications stated above with resume and names of 3 references to:

**Mark Jacobs,
Chair, Search Committee
c/o Administrative Services Department
Paley Library 017-00
Temple University
Philadelphia, PA 19122**

Review of applications will begin **October 1, 1991**, and continue until position is filled.

An EE/EO employer

and information to the greater campus community and the educators in the Pullman and Palouse areas. Required: ALA-accredited MLS; must have one of the following: (1) academic background in Education or a related social science discipline, or (2) academic reference experience in the field of Education or a related social science discipline, or (3) collection development experience in the field of education or a related social science discipline. Preferred: Professional experience in education or one of the social sciences. Professional collection development experience and user education experience in an academic library. Salary: From \$22,000; commensurate with qualifications and experience. Rank: Librarian I; faculty status. Benefits: TIAA/CREF, broad insurance program, 22 days vacation, 12 days/year sick leave. Application procedures: send letter of application, resume, and names of three references

to: Donna L. McCool, Associate Director for Administrative services, **Washington State University Libraries**, Pullman, WA 99164-5610. Application review begins: september 13, 1991. Washington State University is an equal opportunity/affirmative action educator and employer. Members of ethnic minorities, women, Vietnam era or disabled veterans, persons of disability, and/or persons between the ages of 40-70 are encouraged to apply.

REFERENCE LIBRARIAN. Adrian College, an undergraduate liberal arts college, invites applications for the position of reference librarian at Shipman Library. Responsibilities include conventional and online reference service; bibliographic instruction; shared duties at reference desk, including some evenings and weekends. Qualifications: ALA-accredited MLS; familiarity with OCLC and

Harvard University: 3 Key Positions Available:

The Harvard College Library announces a major restructuring in Widener Library and the creation of a new management team to lead the newly configured Collections and Cataloging Services Program. The College Library consists of the central collections of the Faculty of Arts and Sciences, staff of approximately 450; 7.3 million volumes.

We seek individuals of energy, enthusiasm and vision to develop, shape, and direct these key programs in the Harvard tradition of excellence.

- **Associate Librarian for Collections and Cataloging**
- **Head of the Collection Development Department**
- **Head of the Cataloging Services Department**

The successful candidates will have a firm grasp of current research library issues and the ability to work collaboratively to forge links with colleagues, faculty, academic programs and the larger library community.

Associate Librarian for Collections and Cataloging

Reporting directly to the Roy E. Larsen Librarian of Harvard College, the Associate Librarian participates in the formulation and coordination of College Library-wide policy. The Associate is responsible for the overall shaping and direction of the Collections and Cataloging Services Program of the College Library and provides leadership for formulation and implementation of strong evolving Collection Development and Cataloging Services programs. As a member of senior management, has direct responsibility for the administration of three major Widener departments (approximately 130 FTE and acquisitions budget of close to \$6 million): Collection Development, Cataloging Services, and Area Studies. **Requirements:** Significant achievement in areas relevant to the administration of these major research library programs; earned doctorate and professional degree in library science preferred; substantial successful research library management experience including strategic planning, fiscal management, information technology, and personnel; a record of leadership in the profession; understanding and appreciation of the research process in a university environment; the ability to interact effectively with a broad based constituency. **Salary target in the low 70s, negotiable DOQ.**

Head of the Collection Development Department

The Collection Development Department consists of three language-based divisions (each encompassing collection development and acquisitions functions) and the Gifts and Exchange Division. Reporting directly to the Associate Librarian, the Head is responsible for the leadership and administration of the Department and serves as Selections Specialist and Head of the appropriate Division. As a member of a newly created management team, provides leadership for the formulation and implementation of a strong evolving Collection Development program. **Requirements:** Earned doctorate and professional degree in library science preferred; expertise in one or more foreign languages (Romance Languages or Germanic Languages); substantial successful collection development experience, including fiscal management; a record of achievement in the profession; the ability to manage in a consultative yet decisive administrative style is essential. **Salary target high 50s, negotiable DOQ.**

Head of the Cataloging Services Department

Reporting directly to the Associate Librarian, is responsible for the planning, developing and administering of the Department which includes cataloging (monographs and serials; copy and original), serials processing; and database management (including a major RECON effort). As a member of a newly configured management team, the Head provides leadership for formulation and implementation of a strong evolving cataloging services program to meet the changing needs of academic community. **Requirements:** A professional degree in library science, a second master's degree and knowledge of one or more foreign languages preferred; expertise with automated cataloging systems; extensive knowledge of cataloging policies and practices; demonstrated leadership and organizational abilities; evidence of a strong commitment to responsive technical services; a record of achievement in the profession; and the ability to manage in a consultative yet decisive administrative style is essential. **Salary target high 50s, negotiable DOQ.**

Anticipated start date: January 1992. To apply, send a letter of interest, resume, and names of three references to Susan Lee, Associate Librarian of Harvard College for Administrative Service, Widener Library, Harvard University, Cambridge, MA 02138. Harvard upholds a commitment to affirmative action and equal opportunity.



Harvard University

Harvard College Library

DIALOG; ability to conduct effective bibliographic instruction. Preferred: 3-5 years experience in academic librarianship; experience with DRA library automation system. Salary range: \$22,560-\$28,064, depending on experience and qualifications. Benefits include 24 days vacation; TIAA/CREF; Blue Cross/Blue Shield. Adrian College is located in a historically significant community—40 miles from Ann Arbor, 30 miles from Toledo, and 70 miles from Detroit. Application deadline: October 15, 1991. Send letter of application, resume, and names addresses and phone numbers of three references to: Paul md Coleman, Director, Shipman Library, **Adrian College**, Adrian, MI 49221. (EOE).

REFERENCE LIBRARIAN. James Madison University's Carrier Library is seeking a Reference Librarian. The University is a publicly supported institution offering primarily undergraduate programs (enrollment approximately 11,500 FTE). There are also graduate programs at the Master's level. Located in Virginia's Shenandoah Valley, JMU is considered one of the outstanding schools in the region and aspires to be one of the best public undergraduate institutions in the nation. Carrier Library has modern facilities, offers more than 600,000 items in its collections, provides media resources and services, and has installed the VTLS online catalog and circulation system. Current periodical subscriptions number approximately 2,500 titles. The Reference Department provides access to the Dialog and BRS online services in addition to several CD-ROM databases, INTERNET and BITNET. The staff consists of 19 FTE library faculty and 35 FTE classified staff. Position Description: Primary responsibilities involve the provision and development of reference services. Provides regularly scheduled reference assistance, including some evenings and weekends; serves as liaison to selected academic departments in the social sciences; assumes responsibility for selection of materials, library instruction, and the creation of bibliographies and research guides for those departments; participates in the development of the reference and general collections; serves on Library and University committees; reports to the Head Reference Librarian. Qualifications expected: ALA-accredited MLS; ability to work cooperatively with faculty, students and colleagues is essential; ability to communicate effectively both orally and in writing; strong commitment to public service; evidence of ability to provide effective course-related library instruction; enthusiastic acceptance of computer-based library technology; potential to meet the requirements of a tenure track faculty position. Undergraduate or graduate degree in the social sciences preferred. Benefits and Salary: This is a 12-month, tenure-track appointment with faculty rank; 20 days paid vacation plus University holidays and paid BC/BS health insurance. Retirement options are several including TIAA/CREF and the Virginia Retirement System, with the University making the full contribution. This is an entry-level position with a salary at \$25,000. Applications for position should include a resume plus three references including telephone numbers. Candidates being given serious consideration will be asked to provide transcripts and letters of reference. Position will be available October 1, 1991 and will remain open until filled. Applications will be reviewed by the Search Committee September 1, 1991. Send to: Tammy Crawford, Reference Librarian Search Committee, Carrier Library, **James Madison University**, Harrisonburg VA 22807. James Madison University is an affirmative action, equal opportunity employer.

REFERENCE LIBRARIAN/COORDINATOR OF BIBLIOGRAPHIC INSTRUCTION. Primary responsibility: provide general reference services in the social sciences and humanities. Participate in all reference service activities including desk duty (night and weekend rotation), use of automated reference tools (online databases, CD-ROM, online catalog, etc.), collection development materials. Secondary responsibility: Coordinate bibliographic instruction activities for social sciences and humanities, including development of new programs. Qualifications required: MLS from an accredited program; superior interpersonal and communication skills; interest in and knowledge of bibliographic instruction; knowledge of automated reference services and collection development. Qualifications desired: graduate or undergraduate degree in social sciences or humanities field; experience in managing a bibliographic instruction program or other faculty liaison program. Rank and salary: Librarian I or II with a \$23,100 minimum; generous

benefits package including immediate tuition waiver for self and dependents. Review of applications will begin September 15, 1991. Please forward resume and names addresses and phone numbers of three references to: Kathleen Burke, Administrative Assistant, Howard-Tilton Memorial Library, **Tulane University**, New Orleans, LA 70118-5682. Tulane University is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN AND USER EDUCATION COORDINATOR, Owen Science and Engineering Library. Currently open (begin November 1991). Under the direction of Head, Science Libraries, is responsible for coordination of library user education in Owen Library, with additional responsibilities in reference, database searching, collection development, liaison to departments, participation on library committees and other duties as assigned. Librarians are appointed as members of the Washington State University Faculty and are expected to participate actively in the University's instructional, research, and service programs. All privileges, obligations, and research responsibilities of faculty are inherent in such membership. Librarians are ranked in grades of 2, 3 and 4, equivalent to the academic ranks of Assistant Professor, Associate Professor, and Professor. A progressive record of professional/scholarly achievement is expected of all librarians. Washington State University is a land-grant university founded in 1890 with an enrollment of approximately 18,500 students. The main campus is located in Pullman, a town of 24,000 nestled among the rolling wheat, pea-, and lentil-growing Palouse Hills of southeastern Washington; there are also three branch campuses located in Spokane, Vancouver, and Tri-Cities. The WSU Libraries, a member of the Association of Research Libraries, have current holdings of 1,606,851 bound volumes. Required: ALA-accredited MLS; effective interpersonal relations and communication skills. Preferred: Experience in science/engineering/medical library and/or subject background; user education; database searching; use of microcomputers. Salary: From \$22,000; commensurate with qualifications and experience; Rank: Librarian II or above; commensurate with qualifications and experience; full faculty status. Benefits: TIAA/CREF, broad insurance program, 22 days vacation, 12 days/year sick leave. Application procedures: Send letter of application, resume, and names of three references to: Donna L. McCool, Associate Director for Administrative Services, **Washington State University Libraries**, Pullman, WA 99164-5610. Application review begins: September 30, 1991. Washington State University is an equal opportunity, affirmative action educator and employer. Members of ethnic minorities, women, Vietnam era or disabled veterans, persons of disability, and/or persons between the ages of 40-70 are encouraged to apply.

SCIENCE REFERENCE LIBRARIAN. Provides reference assistance in science, engineering, education, and psychology. Bibliographer for biological sciences, chemistry, computer science, mathematics, physics, and general science, working collegially with the faculty in these departments. Conducts computer-assisted literature searching and provides library-user instruction. Manages local inter-library cooperative delivery service. Some evening and weekend reference duty required. Reports to Head of Reference. Required: MLS from an ALA-accredited program; several years' experience in science reference and collection development, preferably in an academic library; proficiency in computer-assisted literature searching; ability to communicate effectively orally and in writing; and ability to work productively with diverse groups in an urban academic setting. Academic course work or degree in a science discipline, experience in library-user education and reading knowledge of German or French preferred. Salary \$23,000 to \$27,500. Twelve-month appointment at the Assistant or Associate Librarian rank, dependent on qualifications. Librarians at the University of New Orleans are tenurable academic appointees enjoying full faculty status and responsibilities, including teaching, research, and service. Benefits include 21 days vacation, 12 days sick leave per year. Participation in Teachers Retirement System of Louisiana or Optional Retirement Plan is required; several optional group insurance and health maintenance plans are available. Only the Medicare portion of Social Security taxes is required. Available January, 1992. Send letter of application with resume and the names and addresses of three references to: Lynn M. Accardo, Assistant to the Dean, Earl K. Long Library, **University of New Orleans**, New Orleans, LA 70148. Applications received by November 1 will be given first consideration. The University of New Orleans is an equal opportunity, affirmative action employer.

SCIENCE REFERENCE LIBRARIAN/COORDINATOR OF COMPUTER SERVICES FOR THE SCIENCES AND ENGINEERING. Arizona State University. Responsible for subject specialist support and training in the use of online databases, optical disks, indexes on the Online Catalog, networks, and microcomputers. May be responsible for development and implementation of expanded program of end-user searching. Participates as reference librarian in Science Reference. Responsibilities will evolve to best integrate information technology with ASU Libraries' goals. Required: ALA-accredited MLS degree; strong background in science (academic training and/or experience); effective communication and interpersonal skills; experience with microcomputers; experience with or knowledge of end-user technologies/systems; experience using DIALOG, BRS, or STN; science reference experience in an academic, research, or special library. Preferred: Undergraduate or graduate degree in the sciences; supervisory experience; instructional experience; substantial experience with program development, implementation, and evaluation, especially of the introduction of microcomputers and vendor-supplied online databases into library service programs; knowledge of local area networking. Salary: \$23,000 and up, dependent on qualifications and experience. To apply: Send letter of application, resume, and the names, addresses and telephone numbers of four recent references to: Rebecca Burke, Acting Assistant Dean for Personnel, Hayden Library, Arizona State University, Tempe, AZ 85287-1006 (Phone 602/965-3417). Deadline: September 1, 1991; applications will be accepted after the deadline and reviewed on a biweekly basis until the position is filled. ASU is an affirmative action, equal opportunity employer.

SERIALS MANAGER The Lehigh University Libraries seek a Serials Manager responsible for planning, implementing and directing serials cataloging, control and binding activities utilizing OCLC and GEAC. The Manager supervises four support staff and one half-time cataloger. Requirements: MLS from an ALA accredited institution, minimum 5 years professional experience in an academic or research library, including significant (at least two years) experience in serials cataloging; working knowledge of European languages and general microcomputer software; strong interpersonal and communication skills; knowledge and expertise with AACR2, LCSH, classification systems, OCLC or similar utility and automated serial control systems. The position demands ability to perform detailed analytical work. Supervisory experience and evidence of professional development are highly desirable. Salary: \$31,000 minimum with excellent benefits. For full consideration, send application with names of three references by September 15, 1991, to: Bery G. Richards, Director of University Libraries, Fairchild-Marindale Library #8A, Lehigh University, Bethlehem, PA 18015. Lehigh University is an affirmative action, equal opportunity employer.

SERIALS LIBRARIAN. Responsible for the daily operation of the Serials Department including ordering, check-in, maintenance, binding, and reference service for a collection of approximately 2,000 titles, including microfilm. Department head provides leadership in planning, setting priorities, coordination, and management of all serial activities. This includes integration of serials into the local system. Responsible for hiring, training, and supervision of a staff of 3 paraprofessionals, 1 graduate assistant, and student workers. Works closely with Collection Development Librarian and other department heads. Reports to Assistant Director of Technical Services. Sims Memorial is a NOTIS library with Acquisitions, Cataloging, Circulation, and OPAC implemented. Southeastern

Louisiana University is one of the fastest growing state universities in the country with an enrollment of 11,000. Hammond, a city of 25,000, is located within easy driving distance of New Orleans and Baton Rouge. Qualifications: Accredited MLS. Two to three years progressively responsible experience in a serials position, preferably in an academic setting. Familiarity with bibliographic control and automation of serials. Effective communication and interpersonal skills. Knowledge of OCLC, Notis, and use of microcomputers highly desirable. Twelve-month, tenure-track faculty appointment at rank of assistant professor. Salary: \$28,000 and up depending on experience and qualifications. Review of applications will begin October 15. Send letters of application, resumes, and names, addresses, and phone numbers of 3 references to: Kay Adams, P.O. Drawer 896, Southeastern Louisiana University, Hammond, LA 70402.

TECHNICAL SERVICES LIBRARIAN. Shawnee State University is seeking qualified applicants for this administrative position. Occupying its new state-of-the-art building, the library supports baccalaureate, associate degree, and continuing education programs. Responsibilities include: Supervising paraprofessional staff in areas of acquisitions, cataloging, government documents depository, and serials; acting as team member for implementation of both interim automated and state-wide automated systems. Some reference duty required. Qualifications: MLS from an ALA-accredited library school; ability to meet, communicate and deal with people effectively; basic knowledge of IBM compatible computer systems and automated systems; at least two years experience in a technical services position using OCLC. 12-month appointment with 20 days vacation, excellent fringes. Salary range \$23,543-\$29,004 based on experience. Beginning date September 15. Send letter of application, resume, and names of 3 professional references to: Office of the Provost, Shawnee State University, 940 Second Street, Portsmouth, OH 45662-4303. Affirmative action, equal opportunity employer.

USER EDUCATION COORDINATOR. Loyola University of Chicago. Librarian to provide leadership in and to coordinate library orientation and instruction programs on three campuses of the library system. Responsible for: proposing, developing, implementing, evaluating, and marketing instructional programs in a highly automated environment; training and evaluating staff who participate in the instruction program; handouts and aspects of end-user instruction. Serves at the reference desk. Reports to the Head of Reference Department at Cudahy Library. Qualifications include: ALA-accredited MLS degree; minimum of two years of reference experience, preferably in an academic library; demonstrated knowledge of instruction techniques; one-on-one and group teaching experience; excellent communication and interpersonal skills; knowledge of creative use of technology in library instruction. Base salary \$23,000. Higher salary negotiable based upon experience and qualifications. Benefits include 20 days of vacation, full tuition benefits, university contributions to TIAA/CREF, dental insurance, and choice of medical plans. Qualified applicants should send letter of application, resume and the names, addresses, and phone numbers of three references to: J. Waite, University Librarian, Cudahy Library, Loyola University of Chicago, 6525 N. Sheridan Rd., Chicago, IL 60626. Application deadline is September 1, 1991, but applications will continue to be received until the position is filled. Loyola University of Chicago is an affirmative action, equal opportunity educator/employer.

LATE ADS

HEAD CATALOGING DEPARTMENT. Reporting to the director of Processing Services, Manages and coordinates the Cataloging Department consisting of 16+ professional, paraprofessional and student assistant staff who work with both monographs and serials. Provides input in the continuing implementation of the NOTIS system; reviews workflow and priorities in light of new developments in automated technical services with an emphasis on finding creative responses to changing requirements in a dynamic environment. The Processing Services Divi-

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5 Librarian Positions

California State University, Los Angeles invites applications for five full-time tenure-track library faculty positions:

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Reference Librarian specializing in Humanities

Reference Librarian specializing in Life Sciences

The University. California State University, Los Angeles, a comprehensive urban university and one of 20 campuses that comprise the California State University system, offers programs in more than 50 academic and professional fields and serves approximately 21,000 full- and part-time students. The campus is located in northeast Los Angeles, a community whose rich ethnic diversity is reflected in the student body. As part of our Affirmative Action commitment, we strongly encourage qualified ethnic minorities to apply, and we welcome and are seeking candidates who will actively contribute to Library outreach in a multicultural, multiethnic academic setting.

The Library. The Library holds almost a million books and bound periodicals, plus extensive microforms and documents; subscribes to 4,000 periodicals and newspapers; and is a selective depository for U.S. and California State publications. New acquisitions total approximately 18,000 volumes per year.

Qualifications. MLS degree from an ALA-accredited institution. Additional qualifications required or desired for particular positions, including experience and Spanish, Asian or European language competency.

Rank and Salary. Appointment at Senior Assistant or Associate Librarian level (salary range: \$36,468 - \$63,948); rank and salary dependent upon qualifications.

Application Procedure. For flyers describing each position, the respective qualifications, and the application procedure, call 213-343-3950 or write to Dr. JoAn Kunselman, University Librarian, California State University, Los Angeles, 5151 State University Drive, Los Angeles, CA 90032-8534. Deadline for application for all positions is October 15, 1991.

EO/AA/Handicapped/Title IX Employer

sion, of which Cataloging is a part, consists of two other departments: Acquisitions and Database Management. Qualification: Masters degree from an ALA-accredited library science program; minimum five years experience in cataloging with at least three years supervisory experience; experience with automated cataloging systems and bibliographic utilities; expert knowledge of MARC formats, AACR2, LC classification and subject headings; reading knowledge of at least one foreign language. Previous OCLC, NOTIS, and academic library experience preferred. Salary/Benefits: \$30,000 minimum, commensurate with experience and qualifications; no state or local income tax, career advancement program; 23 vacation days; 10 sick days; TIAA-CREF; health and life insurance; tuition waiver. Applications received by October 1, 1991 will receive first consideration; position open until filled. To apply, send a letter, resume, and the names, titles, addresses, and telephone numbers of three reference to: Ferne Hyman, Assistant University Librarian, Fondren Library, **Rice University**, P.O. Box 1892, Houston, TX 77251-1892. Rice University is an affirmative action/equal opportunity employer.

PUBLIC SERVICES LIBRARIAN. Nicholls State University has a position for an energetic librarian to provide reference services, online searching and bibliographic instruction. Responsibilities include reference services using print and automated sources, planning and coordinating bibliographic instruction program, both in the class room and for the Public Services staff, complete requested online bibliographic searching, evaluate and recommend materials for the collection particularly in assigned subject areas. Required: ALA-accredited MLS, knowledge of online searching, excellent oral and written communication skills, and the ability to cooperate with academic faculty, as well as, other librarians in the system. Desired qualifications: some classroom experience, familiarity with automated resources and systems. Salary: \$26,000 minimum. State of Louisiana Group Benefits. Position open until filled. Send letter of application, resume with names and phone numbers of three references to: Elizabeth M. Doolittle, Ellender Memorial Library, **Nicholls State University**, Thibodaux, LA 70310. Nicholls State University is an equal education institution, affirmative action employer.

COLLECTION DEVELOPMENT MANAGER. Search Reopened. Nicholls State University has a challenging position encompassing all aspects of collection management. Responsibilities: Create and coordinate collection development program. Evaluate and build collection in all formats to meet curricular and research needs. Act as head of collection development and acquisitions; direct staff; develop and monitor acquisitions budget and collection development policies and procedures. Required qualifications: ALA-accredited MLS; three to five years progressively responsible collection development experience; budget and planning experience; and understanding of the scholarly use of resources. Desired qualifications: subject masters; familiarity with automated acquisitions programs and online vendor services. Salary: \$26,000 minimum. State of Louisiana Group Benefits. Position open until filled. Send letter of Application, resume and names and phone numbers of three references to: Peter Kaatrude, Ellender Memorial Library, **Nicholls State University**, Thibodaux, LA 70310. Nicholls State University is an equal education institution, affirmative action employer.

CATALOG LIBRARIAN (MUSIC LIBRARY)The Olin Library System of Washington University in St. Louis is seeking a talented and dynamic individual to serve as Catalog Librarian. The Olin Library System is engaged in a multi-year project of strengthening and expanding its collection and services to correlate with the University's program of enriched research and teaching activities. The Olin Library System consists of a large central library and eight satellite subject libraries. The Catalog Librarian performs original and adaptive cataloging according to AACR2, OCLC, and LC standards; creates and maintains records in manual and online files, including authority control, NOTIS requirements, and problem resolution; devel-

ops, recommends, and implements policies and procedures necessary for cataloging of music materials; monitors status of uncataloged materials and handles priority processing; assists with staff training; assists with public services and other functions of the Music Library. Salary: Competitive and commensurate with qualifications and experience. Required Qualifications: MLS from an ALA-accredited library school Desirable Qualifications: Degree in Music (master's degree preferred). Academic Library cataloging experience of music materials with AACR2 and LC classification. Knowledge of OCLC and other automated systems. Working knowledge of at least one Western foreign language, referable German. For full consideration applicants should send a resume and three letters of reference to Personnel Office, Box 1184, **Washington University**, One Brookings Drive, St. Louis, MO 63130-4899. Position will remain open until filled; initial review of applicants will begin October 31, 1991. Position available January 1, 1992. Employment eligibility verification required upon hire. Washington University is an equal opportunity, affirmative action employer.

AUTOMATED SYSTEMS LIBRARIAN. The W.B. Roberts Library seeks a motivated responsible professional to assume the position of Automated Systems Librarian. Responsibilities: The person is responsible for the continued planning and implementation of the CLSI integrated online library system. The public catalog, circulation, and acquisitions have been operational for more than one year; and the serials control system will be implemented in March of 1992. The Systems Librarian supervises all aspects of the daily operations of the system, promotes the system and trains the university community in system use, and performs other related duties as assigned. The Systems Librarian serves as the library liaison to the university data processing center which manages an Ethernet Local Area Network to which the CLSI system is connected. This position is responsible for planning and maintaining all library computing facilities including CD-ROM services. The CLSI system is a stand-alone Altos running the Unix operating system. Qualifications: An ALA-accredited MLS is required; additionally an undergraduate or graduate degree in computer science is preferred. Applicants must have significant experience with library automation systems (preferably the CLSI Libs 100 system); experience with IBM compatible PCs and applications; experience with the Unix operating system; knowledge of and experience with automated library practices in circulation, acquisitions, serials, and cataloging; knowledge of written communication skills, and the ability to work well independently and flexibly are necessary. Experience writing grant proposals is a plus. Salary negotiable with experience or training. Minimum Salary: \$21,000 for twelve (12) months. Librarians have faculty rank and status as well as excellent benefits. Send resume with three (3) references to: Myra Macon, Director of W.B. Roberts Library, **Delta State University**, Cleveland, MS 38733 by September 30, 1991. An equal opportunity, affirmative action employer.

AUTOMATION/PUBLIC SERVICES LIBRARIAN. Search reopened to fill a 12-month faculty position that will be open on January 1, 1992, with latest possible appointment in summer of 1992. Responsibilities include continuing implementation, management and maintenance of KeyNOTIS (turnkey integrated library system), CD-ROMs and commercial online databases; reference service; bibliographic instruction; academic department liaison; and oversight of circulation. Requirements include ALA-accredited MLS, with an additional graduate degree preferred; minimum of 3 years of academic library experience; thorough knowledge of integrated library systems and expertise in online database searching using DIALOG or BRS. Salary range between \$30,000 and \$36,000, depending on experience and education. Messiah College is a Christian College committed to an evangelical perspective on the Christian faith. Send letter of inquiry with vita to Jonathan Lauer, Director, Murray Learning Resources Center, **Messiah College**, Grantham, PA 17027. Application due by October 15, 1991. AA/EOE

LIBRARIAN. Search reopened - Head of Cataloging. Responsible for the daily operation of the cataloging department, including examination and documentation of policies and procedures. Sets priorities and establishes workflow. Supervises copy cataloging, database maintenance, recon project and performs original cataloging. Coordinates procedures relating to other departments. The department is responsible for cataloging monographs, serials, music, and selected government documents. the department head supervises three paraprofessionals and student workers; reports to the director of the library. Qualifications: Accredited MLS, knowledge of and experience with AACR2, LCSH, LC classification, and OCLC. Three to four years progressively responsible supervisory and cataloging experience preferred. Demonstrated communication and training skills. Twelve-month, tenure-track position. Rank and salary dependent on experience. Send letter of application; resume; the names, addresses, and telephone numbers of three references. Review will begin on September 20, 1991. Personnel Office, **Westfield State College**, Westfield, MA 01086. An affirmative action, equal opportunity employer.

ASSISTANT LIBRARIAN - CATALOGING. Responsible for all cataloging processing, card catalog maintenance and authority work. Must be able to work independently with OCLS, AACR2, and LC classification. Must be conversant with the use of computers in the library and be able to help in the library automation which is now in planning stages. Shares reference desk, book selection, evening and weekend duties. Requires MLS from an ALA-accredited school and at least two years of post-MLS professional experience. Relevant experience in cataloging preferred. Salary range: \$23,400 - \$26,900. Send letter of application, resume and names of three references to: Mr. S. Farid-ul Haq, Chairperson, Library Search Committee, Southworth Library, **SUNY College of Technology**, Canton, NY 13617. Review of applications will begin in late September but search will continue until a suitable candidate is found. AA/EEO.

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