



Classified Advertising

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 \$4.00 per line for ACRL members, \$5.00 for others. Late job notices are \$10.00 per line for members, \$12.00 per line for others. Organizations submitting ads will be charged according to their membership status.

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

Guidelines: For ads which list an application deadline, that date must be no sooner than the last day of the month in which the notice appears (e.g., October 31 for the October issue). All job announcements must 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 prerecorded summary of positions listed with the service is revised weekly; each Friday a new tape includes all ads received by 1:00 p.m. the previous day. Each listing submitted will be carried on the recording for two weeks. The charge for each two-week listing is \$30 for ACRL members and \$35 for non-members.

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

Contact: Classified Advertising Dep't, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611; (312) 944-6780.

FOR SALE

MARV BROADBENT, Box 6, Beltsville, MD 20705. Government publications. Standing subscription, single, or search orders. No prepayment. No foreign surcharge. (301) 937-8846.

FOREIGN MICROFORMS. Any foreign microform from anywhere in the world at the foreign list price. Free searching. Monographs and serials. IMDS, 1995 Broadway, NY, NY 10023, (212) 873-2100.

SHELFMARK ORIGINAL CATALOGING saves time AND money on no-copy items. AACR2. 277 Valley View Road, Ukiah, CA 95482.

POSITIONS WANTED

BRITISH LIBRARIAN, 35, MA degree and Fellowship of the LA seeks post in U.S. library. Experience in public and academic libraries, periodical indexing, compiling bibliographies, writing for publication. Would consider working visitor, temporary replacement, exchange-type scheme. 1-3 years. Not based in large city. Interests include genealogy, music, psychology, U.S. history, photography. Anne Grimshaw, Bretton Hall College, West Bretton, Wakefield, Yorks., WF4 4LG, England.

POSITIONS OPEN

ARCHITECTURE AND PLANNING LIBRARIAN. Responsible for management of the branch Architecture and Planning Library with holdings of over 22,000 volumes and 20,000 architectural drawings. Responsibilities include collection development, faculty liaison, reference service, user education, and circulation and reserve service supervision. Position reports to the Assistant Director for Branch Services. The Architecture and Planning Library is designed to serve the research and information needs of the students and faculty of the School of Architecture and has a staff of 1 FTE classified staff and 1.68 FTE hourly employees. Its holdings are supplemented by over 100,000 volumes in architecture and related fields held by other campus libraries. Qualifications: MLS from an ALA-accredited program and/or an MA from an accredited program



UNIVERSITY OF CHICAGO GRADUATE LIBRARY SCHOOL

Calls for Applications for Fellowships for Advanced Study in Library Management

A new program sponsored by the Council on Library Resources beginning March 29, 1982, will help prepare middle and upper level managers in large libraries through a full calendar year of academic studies. On the completion of the course of study, Fellows will be awarded a Certificate of Advanced Study. Applicants will have the M.S. in Library Science degree or equivalent, and from 3 to 5 years of management experience. Up to 8 students may be selected by the faculty who will evaluate a statement of academic and professional objectives, the applicant's record of experience, and performance on both the GRE and the GMAT (Graduate Management Aptitude Test). The faculty will also consider the nature and extent of support (for example, leave with some pay) that applicants are able to secure from their own institutions.

Up to 5 successful applicants will receive full tuition and a stipend of \$8,000. All students admitted to the program will be designated CLR Fellows.

Application **deadline February 1, 1982.**

To apply write to: **Dean, Graduate Library School, JRL S-106, University of Chicago, 1100 East 57th Street, Chicago, Illinois 60637.**



in architecture required. Preference will be given to candidates with public service experience in a medium to large academic library system or architecture library, knowledge of architectural drawings and catalog procedures, and an academic background in architecture, architectural history, or planning. Knowledge of general library procedure and ability to work effectively with faculty, students, and staff essential. Salary dependent upon experience and qualifications: minimum \$17,000. The State pays 88% of employee's contribution to Social Security on the first \$16,500 of salary. To ensure consideration, applications should be received by January 31, 1982. Send letter of application and resume including names of 3 professional references and a statement of current salary requirements to Robert S. Treppa, The General Libraries, PCL 3.200, The University of Texas at Austin, Austin, TX 78712. The University of Texas at Austin is an equal-opportunity/affirmative-action employer.

ARCHIVAL/RECORDS MANAGEMENT AND CONSERVATION AREA tenure track, faculty vacancy, in ALA-accredited school preparing professionals at master's and doctoral levels. Effective date August 17, 1982. Qualifications: education and/or work experience in both library/information science and American history/studies or related discipline. Ph.D. in one of these fields. A demonstrated interest in research and publication. Responsibilities: to teach and do research in such areas as records management, archival administration, conservation, history of books and libraries, research and bibliography in a field; to coordinate joint MLS-MA (HILS) pro-

gram with the History Department in archives/records management training; to engage in College and University service, such as student advising and committee work; and to engage in continuing education and in professional and community service. 9.5-month position, beginning at \$21,000. Rank and salary dependent upon qualifications and experience. Additional compensation for summer school teaching at 10% per course. TIAA or state plan retirement and health and life insurance participation. Equal opportunity employer. Closing date: March 15, 1982. Send application and inquiries to: Anne Scott MacLeod, College of Library and Information Services, Room 1101, Hornbake Library Building, University of Maryland, College Park, MD 20742.

ASSISTANT/ASSOCIATE DIRECTOR OF UNIVERSITY LIBRARIES. Qualifications: minimum of a graduate degree in library science from an ALA-accredited institution; a second master's or doctorate is desirable. A minimum of 5 years' professional library administrative experience. Special qualifications: a highly motivated, imaginative, and flexible individual who has demonstrated relevant experience and competence in technical services with related increasingly responsible administrative and supervisory experience, preferably in an academic library. Good organizational and planning abilities with strong leadership qualities. Must be very effective in communication skills and decision-making abilities. Experienced in working with library faculty and staff. Thorough knowledge of automated systems, RLIN desirable. Demonstrated evidence of and potential for continued growth in the profession. Complete position description available on request. Salary: \$26,000 minimum. Submit application letter, resume, four letters of reference, and placement file if available by February 1, 1982, to: Hiram L. Davis, Director of Libraries, University of the Pacific, Stockton, CA 95211. An equal-opportunity/affirmative-action employer.

ASSISTANT DIRECTOR. The University of Connecticut Health Center Library invites applications for the position of Assistant Director. Duties: prepares documentation for annual report and budget request; coordinates hiring and evaluations of clerical staff and student assistants; reviews staffing patterns and job responsibilities in six library departments with department heads; performs cost analyses of library operations; maintains library statistics; completes all questionnaires and surveys; participates in planning for and implementation of library automation; concludes contract and service agreement arrangements; responsible for building maintenance; reports and is assistant to Library Director; assumes operational responsibility in Director's absence. Qualifications: MLS from ALA-accredited library school; 3-6 years' library experience with increasingly responsible positions, preferably in a medical library; demonstrated administrative background; familiarity with bibliographic utilities. Benefits: 22 vacation days/year; 12 paid holidays; dental plan; retirement, social security or TIAA; BC/BS or HMO. Salary range: \$22,000-\$27,000. Please send letter of application and resume by February 1, 1982, to: Ralph D. Arcari, Director, Health Center Library, University of Connecticut, Farmington, Connecticut 06032. An A/A, EO employer, M/F/H.

ASSISTANT DIRECTOR FOR PUBLIC SERVICES, Florida State University Library. Assistant Director for Public Services position available after January 8, 1982. Master's degree from ALA-accredited library school plus second MS or Ph.D. preferred. Minimum 9 years' administrative management and/or supervisory experience in large academic research library. Duties include student and faculty contact daily, assisting in formulation of library programs and policy and development of automated systems. Salary minimum \$20,700, 12 months; 22 days annual leave; 13 days sick leave; 8 university-wide holidays. Retirement system mandatory, insurance optional. Application deadline March 1, 1982. Send resume and references to: E. Lucille Higgs, Assistant Director of Administrative Services, Florida State University Library, Tallahassee, FL 32306. FSU is an affirmative-action/equal-opportunity employer.

ASSISTANT UNIVERSITY LIBRARIAN. Seton Hall University, South Orange, NJ. Serves as principal deputy to the University Librarian. Under the direction of the University Librarian, administers, coordinates, and provides leadership in library services to support undergraduate and graduate programs. Participates in general administrative processes in accordance with University policy and procedures: budget and resource allocations, organization and communication, staff development and personnel decisions. Represents the library at appropriate meetings. Participates in professional organizations and activities. Qualifications: MLS from an ALA-accredited library school; a demonstrated ability in the scholarly use of library collections and services at the local and national level; demonstrated ability to work effectively with faculty, librarians, staff, and other members of the academic community; academic library experience, including management responsibilities, preferably in an academic library. Salary: \$20,000-\$27,000 depending on qualifications. Send application and resume to: James C. Sharp, University Librarian, Seton Hall University, South Orange, NJ 07079 by February 28, 1982. An equal-opportunity/affirmative-action employer.

ASSISTANT UNIVERSITY LIBRARIAN FOR TECHNICAL SER-

VICES, University of California, Santa Barbara. Plans, administers and integrates all processing functions and facilities, computer-supported and manual; has line responsibility for 4 major departments encompassing 22 professional positions and 75 FTE support staff: acquisitions, cataloging, government publications, and serials. Requires MLS degree, academic library experience with extensive administrative and production experience using any of the major bibliographic utilities. Ability to communicate lucidly in oral and written English. Salary range is \$29,400-\$46,600. Send resumes by March 1, 1982, to: Margaret Deacon, Assistant University Librarian—Personnel, University of California, Santa Barbara, CA 93106. UCSB is an affirmative-action/equal-opportunity employer.

DIRECTOR OF LIBRARIES

Rochester Institute of Technology

Rochester Institute of Technology invites applications and nominations for a director to administer the affairs of Wallace Memorial Library, and to provide liaison with Eisenhower College's Slater Library. The position is now open.

RIT emphasizes career-oriented and cooperative work-study education. The Institute consists of 10 colleges: Applied Science and Technology, Business, Continuing Education, Eisenhower, Engineering, Fine & Applied Arts, General Studies, Graphic Arts and Photography, Science, and the National Technical Institute for the Deaf.

Wallace Library serves 1,100 faculty, 15,000 undergraduate and 1,600 graduate students in both day and evening programs. The library contains 317,000 volumes, including substantial microform holdings, has a budget of \$1.3 million, and employs a staff of 35.

Qualifications: MLS (ALA accredited) preferred, additional advanced degree desirable; 8-10 years academic library experience, including 3-5 years in a senior administrative position. Demonstrated ability to work effectively with administration, faculty, staff, and students is very important. The ideal candidate will also have experience with budget planning and justification, library space planning and development, automated systems, collection development, interlibrary cooperation, and staff development.

Salary competitive, depending upon qualifications and experience. Twelve month contract, full benefits.

Send resume and names of 3 current references **before February 15, 1982** to:

Library Search Committee
% Mr. Donald Hoppe,
Assistant to the Vice President
for Academic Affairs
Rochester Institute of Technology
P.O. Box 9887
Rochester, NY 14623

RIT is an Affirmative Action/Equal Opportunity Employer.

ASSOCIATE DIRECTOR OF LIBRARY AND ARCHIVAL OPERATIONS. Hoover Institution at Stanford University, a specialized library and archival depository and research center on 20th century social, economic, and political change, announces the position of Associate Director for Library and Archival Operations. Responsibilities include operation, maintenance, and development of the library and archives. Direct inquiries to Search Committee Chairman. Qualifications: Ph.D. or equivalent in the social sciences or humanities; demonstrated scholarly achievement; appropriate administrative experience; knowledge of one or more foreign languages. Teaching experience and familiarity with the Institution's collections are desirable. Salary negotiable. Apply by March 1; appointment to begin on or before September 1982. Send letter of application, curriculum vitae, and three references to Dennis L. Bark, Chairman of the Search Committee, Hoover Institution, Stanford, California 94305. Stanford University is an equal opportunity employer through affirmative action.

ASSOCIATE LIBRARIAN, Chemical Sciences. Selects library materials to support the curriculum and research needs of the Chemistry and Chemical Engineering Departments; handles problems connected with the Chemistry Library; and maintains liaison with the faculty. Offers reference service in the Chemistry Library and works

DIRECTOR OF LIBRARIES

The University of Vermont

Nominations and applications are invited for the position of Director of Libraries which will become available July 1, 1982.

The Director is responsible to the Vice President for Academic Affairs for the effective leadership and administration of the University Libraries. Current holdings exceed one million volumes and the annual acquisitions budget is \$1.1 million.

The University of Vermont, established in 1791, is located in Burlington, on the shores of Lake Champlain. The University is organized into nine colleges and schools and currently enrolls approximately 10,700 students.

Candidates should possess an appropriate graduate degree and present evidence of administrative experience in an academic library, skills in personnel and resource management and in working with campus administration and faculty. Candidates must have the ability to guide and oversee new developments in information technologies. Salary will be competitive and commensurate with experience.

Nominations of and applications from qualified female and minority candidates are especially invited. Nominations and applications (including resume) must be submitted and postmarked **no later than February 15, 1982**, to:

Fred B. Webster, Chair
Director of Libraries Search Committee
Office of Academic Affairs
The University of Vermont
Waterman Building
Burlington, VT 05405-0160
An Equal Opportunity Employer

EDITOR

Choice Magazine

Editor for the book review journal *Choice*, located in Middletown, Connecticut. Responsible for the management, editorial, marketing, advertising, and production activities to produce *Choice* and related products. Supervises a staff of 20 and administers a budget of \$800,000. Requires demonstrated managerial ability and experience in college library administration and/or collection development. Publishing or marketing experience desirable. MLS degree. Salary range, \$23,628-\$33,708. 22 days vacation. TIAA/CREF. Liberal benefits.

Send resume or suggestions for potential candidates **by January 30** to:

J. Katzenberger
Personnel Director
American Library Association
50 E. Huron St.
Chicago, IL 60611

An equal opportunity employer M/F.

scheduled hours at the reference desk and/or computer bibliographic service at the Science and Engineering Library; conducts tours; provides library instruction, particularly at the graduate level; and compiles bibliographies, study aids and course-related materials. Qualifications: ALA-accredited MLS, Bachelor's degree in Chemistry, 3-5 years' experience in reference and computer searching in an academic research library, and reading knowledge of a foreign language, preferably German, are required. Master's degree or advanced coursework in Chemistry is desirable. Salary: \$24,000+ depending on qualifications; faculty status at the rank of Associate Librarian. Send letter of application and resume including the names of at least three references to: Mary Ellen State, Assistant to the Director for Personnel, University Libraries, SUNY/ Buffalo, 432 Capen Hall, Buffalo, NY 14260. An EO/AA and Title IX employer.

AUDIO-VISUAL LIBRARIAN. An entry level position having responsibilities for developing and operating Audio-Visual Services; assuming responsibility for developing music collection; coordinating acquisition of other audio-visual materials with subject librarians; organizing hardware and software; hiring, training and evaluating Audio-Visual staff. MLS from an ALA-accredited library school required. A second master's in relevant discipline, background in music and/or media, supervisory experience, and experience in media services is preferred. Salary: \$13,000 tenure track position. Health insurance paid by U, TIAA/CREF. Other fringe benefits include reduced tuition, 25 days vacation and academic leaves. Application deadline: February 12, 1982. Interviews: ALA Midwinter, Denver, January 23-28, 1982. Send resume giving three references or placement file to: Winn Margetts, Library Personnel Officer, 328 Marriott Library, University of Utah, Salt Lake City, UT 84112. An equal-opportunity/affirmative-action employer.

DIRECTOR OF LIBRARIES, Clarion State College. Management officer responsible to the V.P. for Academic Affairs for the libraries on the main campus and the branch campus in Oil City, PA (5,000 students, 350,000 volumes, 15 professional and 16 support staff). Qualifications: ALA/MLS plus Ph.D. or ALA/MLS plus a master's degree in another field. Minimum of 5 years' library administrative experience. Background in successful personnel administration, public relations, budgeting, reference work, collections development, applications of modern technology and networking. Evidence of professional and scholarly activity. Position begins July 1, 1982. Salary: \$28,108-\$36,342 plus liberal fringe benefits. 12-month appointment. Nominations accepted. Send a letter of application, resume, and 3 letters of reference to: Search Committee for the Director of Libraries, Office of the Vice President for Academic Affairs, Clarion State College, Clarion, PA 16214. Deadline for receipt of applications: February 15, 1982. Clarion State College is an equal-employment/affirmative-action employer.

DIRECTOR OF LIBRARY. Christian liberal arts college, 1,200 students, 75 full time faculty, 4 professional librarians; cooperative arrangement with separate and adjacent graduate theological library. Minimal qualifications: MLS degree from accredited library school, and 5 years experience in an academic library; must possess administrative ability, ability to work harmoniously with faculty and students, scholarly interest and understanding, and ability to do long-range planning. Appointment to begin early summer, 1982. Faculty rank and tenure-track, salary \$22,000 and up. Send resume and minimum of three references to: Quentin D. Nelson, Vice President and Dean, North Park College, 5125 N. Spaulding Avenue, Chicago, IL 60625. Application deadline February 1, 1982. An equal opportunity employer.

GEOLOGICAL SCIENCES LIBRARIAN. Responsible for management of the branch Geological Sciences Library with a collection of 55,000 volumes, 14,000 maps, and 1,336 serial titles. Responsibilities include collection development, faculty liaison, user education, reference, reserve and circulation services, and database searching. The Geological Sciences Library is designed to serve the research and information needs of the students and faculty of the Department of Geological Sciences and the staff of the Bureau of Economic Geology and the Institute for Geophysics, and has a staff of 2 FTE classified staff and 1.68 FTE hourly employees. Qualifications: MLS from an ALA-accredited program and substantial science library experience in a medium to large academic library system or geology library and experience with data base searching required. Academic background in geology and experience with map collections desirable. Knowledge of general library procedure, ability to relate effectively to faculty, students, and staff, and good written and verbal communication skills essential. Salary: commensurate with qualifications and experience; minimum \$18,000. The State pays 88% of employee's contribution to Social Security on the first \$16,500 of salary. To ensure consideration, applications should be received by February 12, 1982. Send letter of application and resume including names of 3 professional references and a statement of current salary requirements to Robert S. Treppa, The General Libraries, PCL 3.200, The University of Texas at Austin, Austin, TX 78712. The University of Texas at Austin is an equal-opportunity/affirmative-action employer.

HEAD, CIRCULATION DEPARTMENT, Michel Orradre Library, University of Santa Clara, a Jesuit institution. Position available August 1, 1982. Works in Circulation, shares with other librarians in duties of the reference desk on weekends, supervises a support staff of 3.5 and approximately 4 FTE student assistants. Minimum qualifications: MLS degree from an ALA-accredited library school, supervisory ability, interest in automation, pleasant disposition. Minimum salary: \$14,500 per annum. The University offers an excellent benefit package. Apply, by February 20, to Victor Novak, University Librarian, University of Santa Clara, Santa Clara, CA 95053. Equal opportunity employer through affirmative action—M/F/H Title IX.

HEAD OF CATALOGING to organize operations and develop procedures for the entire cataloging system of the library and to oversee original and shared cataloging functions (RLIN). Supervises original catalogers and two supervisors in a unit consisting of 20 staff members. Assists in the selection of new personnel. Responsible for resolution of cataloging and related technical services problems, bibliographical and operational. Assists in planning for an online catalog and retrospective conversion of bibliographical records. Qualifications: MLS from an ALA-accredited library school; demonstrated supervisory capabilities; minimum three years' professional cataloging experience in a research library; thorough knowledge of current and past cataloging rules and national standards; experience with RLIN or OCLC and MARC tagging; reading knowledge of at least two Western European languages. Salary range: \$19,270–\$29,870. Excellent benefits. Send resume indicating position applied for and 3 letters of reference by February 8, 1982, to: Edward S. Warfield, The Johns Hopkins University, Office of Personnel Services, Room 146 Garland Hall, Baltimore, MD 21218. Affirmative-action/equal-opportunity employer.

HEAD OF REFERENCE SERVICES DEPARTMENT. Directs and coordinates the activities of five professionals and four paraprofessionals. The department provides reference assistance, online searching, bibliographic instruction, interlibrary loan, microforms service, and faculty liaison at a growing state university sixteen miles from Washington, D.C. Emphasis is on planning and policy-making with the Associate Director and other department heads. The position involves some direct provision of reference and liaison services. Participation in library self-governance and university affairs is encouraged. Qualifications: ALA-accredited MLS and other graduate work; extensive reference experience; demonstrated leadership skills as evidenced by at least three years' supervisory experience in reference services; online search skills; involvement in professional organizations; some facility with a foreign language. Appointment will be made at the assistant or associate rank, \$18,000 or \$21,600 minimum for twelve months. Send cover letter, resume, and three letters of reference by January 31, 1982, to Rebecca Mazur, Chairperson, Appointments Committee, George

Mason University Library, 4400 University Drive, Fairfax, VA 22030. AA/EEO employer.



SCIENCE REFERENCE/ BIBLIOGRAPHER


Trinity University of San Antonio

Trinity University of San Antonio, Texas, invites applications for the position of Science Reference/Bibliographer, a faculty appointment in a rapidly-growing university library. A private, co-educational liberal arts university, Trinity offers graduate degrees in a few selected programs at the master's level. Current enrollment is 3,200, of which 2,600 are undergraduate students. Scholarly achievement is recognized through Phi Beta Kappa and other campus honor societies. Selective admissions, highly qualified faculty, and outstanding teaching programs place Trinity in the forefront of excellent liberal arts universities in the nation.

The library has undertaken an accelerated program of collection development; with a materials budget in excess of \$1.5 million it expects to double the size of its collection (currently 320,000 books and bound periodicals) during the next few years.

Primary responsibilities of the position include general reference functions, providing user education to students and faculty, and collection development in the Sciences, Engineering, and Mathematics. Also conducts online computer searches, and serves as a liaison between the Library and the Science Departments. Required qualifications include: an appreciation for and commitment to undergraduate, as well as graduate, liberal arts education; initiative; a university-wide perspective; strong professional commitment; and an ALA-accredited MLS. Preference will be given to those candidates with graduate degrees in the pure or applied sciences and library experience in the sciences, preferably in strong liberal arts libraries. Instructor or Assistant Professor rank with tenure track. Salary minimum of \$17,000, higher depending on experience or other qualifications, 12 month appointment, TIAA/CREF and liberal fringe benefits. Send letter of application, detailed resume, and names and telephone numbers of 3 references, **by February 15, 1982, to: Richard Hume Werking, Search Committee, Trinity University Library, 715 Stadium Drive, San Antonio, TX 78284.**

An equal-opportunity/affirmative-action
employer.



LIBRARY MANAGER

Cetus, a leader in the commercial application of biotechnology, is seeking a highly motivated, experienced professional to be responsible for the planning and administration of its Corporate Library. The Cetus Library services the information needs of a decentralized research complex of biologists, chemists, engineers, and a management group with financial, marketing, and legal expertise. The Library processes over 450 current journal subscriptions, provides an extensive document delivery program, and provides on-line searches of the chemical, biomedical, and business literature, using Dialog, NLM, SDC, and RLIN. A company-wide automated information system is being developed.

The Library Manager will be responsible for managing all Library services, including acquisitions and collection building, search strategies and procedures, staff recruitment, library automation, and budgetary management. Candidates should have 4-8 years of increasingly responsible experience in a technical information service, including graduate training in Library and Information Science, possess good communication and supervisory skills, and be able to work directly with scientists and managers.

This is a highly visible position, offering personal challenge and professional growth as a member of an outstanding management team. Please send resume with salary expectation to: **CETUS CORPORATION, Box CR172R, 600 Bancroft Way, Berkeley, CA 94710.** An equal opportunity employer.

CETUS

LIBRARIAN, (Re-opened position). Coordinator of Library Instructional Services in an academic library, located in a college town of 50,000 near Tuttle Creek Reservoir. Position now open. Twelve month contract with one month vacation, faculty rank and status, and TIAA. Under the supervision of the Associate Dean for Public Services, the appointee will be responsible for teaching a credit course of library instruction, developing self-paced instructional materials, acting as liaison to academic departments, and coordinating class presentations. Required are a master's degree in library science and 3-5 years of successful academic library experience including reference/instruction experience. Demonstrated ability to work well and creatively with faculty, students, and staff is essential. Audiovisual background is preferred; courses in teaching methods would be desirable. Salary \$16,080-\$20,640 dependent upon qualifications and experience. Applications, together with resume, transcripts, and placement file (if placement file is not current, submit three letters of reference) must be submitted by January 30, 1982, to: Meredith Litchfield, Assistant Director, Kansas State University Libraries, Manhattan, KS 66506. KSU is an equal-opportunity/affirmative-action employer.

LIBRARY DIRECTOR. Qualifications: MLS or Ph.D. in library science from an ALA-accredited institution or second master's in instructional technology or management; 5 years' experience in academic library/learning resource administration, including 2 years' successful supervision; experience with budget preparation and personnel management, readers services, technical services and media services, automated systems and procedures, and grant preparation. Salary: \$28,400-\$36,600, with a 12-month contract. Full fringe benefits. Applications must be received by February 15, 1982. Call or write Office of Personnel, Community College of Baltimore, 2901 Liberty Heights Avenue, Baltimore, MD 21215; (301) 396-0471. An equal-opportunity/affirmative-action employer. We hire handicapped.

LIBRARY FIELD AGENT. Responsible for locating and acquiring papers and records of individuals and organizations important to the history of Indiana. Position will involve developing leads to collections; establishing and maintaining relationships with donors; handling the transfer of collections to the library; and conducting appropriate public relations activities. The Indiana Historical Society collects manuscripts, photographs, rare books, maps, and ephemera relating to the history of Indiana and the Old Northwest. Areas of special interest include social service records, architectural records, and materials relating to black and ethnic history. Qualifications: master's in history or related field and/or MLS. Training and experience in archives/manuscripts work, including experience in surveying and acquisition. Ownership of a car and a willingness to travel in Indiana are essential. Salary \$14,000-\$19,000 plus liberal benefits. Submit application to Timothy Peterson, Search Committee Chairman, Indiana Historical Society, 315 West Ohio Street, Indianapolis, Indiana 46202. Application deadline: February 15, 1982.

PERSONNEL SERVICES OFFICER. The University of Michigan. Manages Library Personnel Office. Handles directly recruitment and hiring procedures for librarian positions. Advises Library administration, unit managers, and other staff members on personnel policy and procedures. Manages staff development program with appropriate staffing support. Performs other duties including editorship of the University of Michigan Library *Newsletter*. Qualifications: MLS or equivalent library experience at a professional level. Several years' experience and/or education in personnel administration. Extensive experience as a teacher or trainer. Documented skill in communication, oral and written. Demonstrated interpersonal skills. Several years' supervisory/managerial experience. \$22,900 minimum. Application deadline: February 15, 1982. Write: Jack W. Weigel, Assistant for Personnel and Staff Development, 404 Hatcher Graduate Library, University of Michigan, Ann Arbor, Michigan 48109. The University of Michigan is a nondiscriminatory, affirmative-action employer.

REFERENCE LIBRARIAN. Position available July 1, 1982. Participates in all general reader services activities including reference desk work, collection development, and bibliographic instruction. Substantial involvement in online searching and in the coordination of science department libraries. Qualifications: MLS, familiarity with data base searching, excellent communication skills, science background preferred. Strong commitment to public services essential, previous library experience desirable. Salary: \$14,500 minimum. Send letter of application, resume and supporting recommendations by March 1, 1982, to Michael S. Freeman, Director of Library Services, The College of Wooster, Wooster, Ohio 44691.

SCIENCE: DATA BASE SEARCHING LIBRARIAN. Under supervision of the Science Librarian has primary responsibility for developing, coordinating and conducting online searching for students and faculty on campus and for outside organizations as part of the University Libraries' Information Services Center. The position also entails some reference and collection development responsibilities. MLS, a minimum of three years experience in a science or medical library with involvement in data base searching, strong interpersonal skills and the desire to promote library services required. As

one of five library units of the University Library System, the Science Library has 300,000 volumes, 2,400 current subscriptions, serving the Biology, Chemistry, Mathematics, Physics Department, the Nursing and Engineering Colleges. The science and technological collections of the Detroit Public Library nearby complement the holdings of the Science Library. Expected to make an appointment as a Librarian III with minimum salary of \$20,000. Submit letter of application, resume and references to Emerson W. Hilker, Head Science Library, Wayne State University, Detroit, Michigan 48202. Application deadline is January 1, 1982. Wayne State University is an Equal Opportunity employer.

SENIOR REFERENCE LIBRARIAN. Reference desk service; online literature searching; faculty liaison assignments; library instruction and orientation. ALA-accredited MLS; 2 or more years of appropriate experience in a university or a research library; experience in automated information retrieval; demonstrated communication skills, both oral and written; evidence of professional commitment. Salary: \$16,000. Faculty status, 12 month appointment, 31 vacation days, TIAA/CREF. Send letter of application, transcript, res-

ume, and names of three references to: Director's Office, Penrose Library, University of Denver, 2150 E. Evans Avenue, Denver, CO 80208. The University of Denver (Colorado Seminary) is an equal-opportunity/affirmative-action employer.

SPECIAL COLLECTIONS LIBRARIAN to assist with total operation of a developing program with primary responsibility for book cataloging. Other responsibilities include collection development, preservation, supervision of staff, and bibliographic instruction. Some knowledge of manuscripts, processing desirable. Faculty status, 11-month contract, salary \$18,000 negotiable plus benefits. 3 years' related experience and ALA-accredited MLS required, second humanities master's with knowledge of 2 European languages, and supervisory experience preferred. Position available immediately, closing date February 1, 1982. Send letter of application, vita, and 3 references to Ralph Melnick, Head of Special Collections, Robert Scott Small Library, College of Charleston, Charleston, SC 29424; (803) 792-5530. The College is an affirmative-action/equal-opportunity employer.

LATE JOB LISTINGS

DIRECTOR OF LIBRARY SERVICES AND INSTRUCTIONAL RESOURCES. Provides direction and leadership for Main Library, 2 branch libraries, Archives, Audio-Visual Services and computer-based instructional and research services. Duties include budget preparation and administration, long-range planning, policy formulation and implementation, supervision and development of professional staff and facility planning. Qualifications: must have an ALA-accredited master's degree, preference given to candidate with earned doctorate or second master's in a field appropriate to the college; or an earned doctorate or advanced certificate in library science. Coursework or experience in the use of audio-visual and/or computer services in support of academic programs is desirable. A minimum of 5 years' of progressively responsible administrative experience in an academic library required. Starting date: July 1, 1982. Minimum starting salary: \$30,729. Letter of intent, resume, transcripts of all academic work, and 3 current letters of recommendation must be sent on the initiation of the applicant; placement folders which include 3 current letters are acceptable in lieu of recommendations. All materials must be postmarked by March 1, 1982. Address all correspondence to: Robert Scott, Provost, Mansfield State College, Mansfield, PA 16933. An equal-opportunity/affirmative-action employer.

GOVERNMENT DOCUMENTS LIBRARIAN. Reports to Associate Director/Head, Technical Services; is responsible for administration, supervision, and development of U.S. Government Documents Collection, a selective depository. Duties: processing, maintaining and servicing the documents collection; directing and supervising activities of Library Student Assistants, sharing reference duties for Documents Collection. Qualifications: master's degree in library science required; MLS from ALA-accredited library school preferred; two years work experience in academic library as professional librarian required; experience with, or working knowledge of, government documents and technical services preferred; knowledge of OCLC and AACR2 preferred. Benefits: faculty status, rank, privileges and responsibilities and eligibility for medical coverage, university holidays, annual/health care leave. Send letter of application, resume, and names of three references to Frances Coleman, Chairman, Search Committee, MSU Library, Drawer 5408, Mississippi State, MS 39762. Mississippi State University is an equal-opportunity/affirmative-action institution. Deadline for application: March 3, 1981. Salary: \$14,000.

COORDINATOR, REFERENCE/SOCIAL SCIENCES/SOCIAL SERVICE DIVISION. Overall administration of a seven-member public service division with responsibility for main reference room and collection development in the social sciences.

Qualifications: minimum of 5 years' reference experience in an academic or research library; some experience in bibliographic instruction, online searching, planning and administration; ability to work with staff and faculty; MSLS from ALA-accredited library school; advanced education in a social science desirable. Deadline: February 5, 1982. Minimum salary: \$18,500, depending upon qualifications. Position available March 1, 1982. Send resume and names of three references to: Fred M. Peterson, Director of Libraries, 318 Mullen Library, The Catholic University of America, Washington, DC 20064. AA/EOE.

HEAD OF OCLC UNIT. Supervises unit consisting of six support staff. Responsible for OCLC cataloging operations, data entry for acquisitions and circulation systems, and post-cataloging processing of library materials. Catalogs from certain OCLC member records. Required: ALA-accredited master's degree; minimum of 2 years' cataloging experience; experience with OCLC, LC Subject Headings, LC Classifications; knowledge of AACR2. Desirable: supervisory experience, academic library experience. Reports to Director of Technical Services. Tenure track position. Salary: minimum \$18,500. Benefits: TIAA/CREF, Blue Cross-Blue Shield, major medical including dental, 20 days vacation. Send letter of application, resume, and names, addresses, and telephone numbers of three current references to: Betty B. Davis, Chairperson, OCLC Unit Head Search Committee, Cunningham Memorial Library, Indiana State University, Terre Haute, IN 47809. Applications must be postmarked by February 5. ISU is an equal-opportunity/affirmative-action employer.

DEAN. School of Library and Information Science. Tenurable rank of professor. Program ALA-accredited; faculty of 9. Ph.D. required in librarianship, information science, or related fields; MLS preferred in addition. Leadership ability and administrative experience expected. \$40,000, calendar year appointment. Interviews at AALS and ALA Midwinter. Send application, resume, and 3 references to Chairperson, Dean SLIS Search Committee, State University College, Geneseo, NY 14454. State University of New York is an equal-opportunity/affirmative-action employer.

THREE POSITIONS. (1) Reference Librarian, Business. Responsible for reference service to university community. Will be expected to provide library instruction, conduct online searches using DIALOG and ORBIT and participate in collection development. Qualifications: background in business and economics required; evidence of continued professional development essential; reading knowledge of French or Spanish desirable; master's degree in business preferred. Position available immediately. (2) Reference Librarian, Social Sciences. Incumbent provides reference services (including library instruction, online searches using DIALOG and ORBIT, collection development) to university community. Qualifications: background in social sciences (sociology, political science, psychology) required; reading knowledge of German or French helpful; evidence of continued professional growth; master's degree in relevant field desirable. Position available February 1, 1982. (3) Serials/Acquisitions Librarian. Responsible for all functions of serials subsection of Collection Management/Resources Development Department. Duties include serials acquisitions and bindery processing, reporting and analysis, and collection development. Qualifications: background in acquisitions and/or serials control preferred; knowledge of OCLC and/or automated serials/acquisitions desirable; evidence of continued professional growth expected. Position available February 1, 1982. All positions require an ALA accredited master's degree. Starting salary for all openings is \$14,000. To receive full consideration, applicants should send letter of application, resume, transcripts of academic work, names and

addresses of 3 references by January 31, 1982, to Cynthia B. Duncan, Dean of Library Services, Old Dominion University, Norfolk, VA 23508. An affirmative-action/equal-opportunity employer.

REFERENCE LIBRARIAN, Valdosta State College. General reference librarian for July, 1982. Responsibilities include sharing reference desk duty, supervising government documents collection, assisting with bibliographic instruction and serving as faculty liaison with academic departments. Qualifications: master's from ALA-accredited school; course or experience in government documents required; reference experience in an academic library preferred. Twelve month appointment with faculty rank of either instructor or assistant professor depending on qualifications and experience. Send letter of applications, resume and 3 letters of reference by February 1, 1982, to David Ince, Director, Valdosta State College Library, Valdosta, Georgia 31698. VSC is a unit of the University System of Georgia and an equal-opportunity/affirmative-action institution.

CIRCULATION LIBRARIAN. Faculty rank. New position. Duties include supervision of circulation, library instruction, and reference. 12 months contract, 22 days vacation, TIAA/CREF, health, and disability insurance paid. Qualifications: ALA/MLS, professional library experience, second subject master's preferred. Position open now. Minimum salary: \$15,000. Send letter of application and resume, including names of 3 references to: Judith Armstrong, Director of Library, Drury College, Springfield, MO 65802.

BUSINESS REFERENCE LIBRARIAN/COORDINATOR OF COMPUTERIZED INFORMATION RETRIEVAL SERVICES. Coordinates library's computer searching service. Provides general reference services, including some evening and weekend hours. Collection development responsibilities in business, economics, and hotel and restaurant management. Participates in library instruction program. ALA-accredited master's degree, degree in business or related field or business library experience, and at least 2 years' experience in reference and computer searching, and excellent communication skills required. Advanced degree in business or related field preferred. Salary: \$16,975 minimum, dependent on qualifications and experience. Excellent benefits, including up to 88% of Social Security paid for the first \$16,500 of salary, and choice of retirement program. Applications accepted until February 8, 1982. Preliminary interviews at ALA Midwinter can be arranged. Send letter of application, names of 3 references, and resume to: Dana Rooks, Personnel Coordinator, University of Houston Libraries, 4800 Calhoun, Houston, TX 77004. Equal-opportunity employer.

CATALOG LIBRARIAN: AMERICAN AND LATIN AMERICAN HISTORY AND SPANISH, ITALIAN, AND PORTUGUESE LITERATURE. (Relisted). University of Arizona Library. Responsible for original cataloging of monographs in Western Hemisphere history and Spanish, Italian, and Portuguese literature. ALA-accredited library degree, advanced cataloging course or experience with LC classification, and extensive knowledge of Spanish is required. Knowledge of Italian and Portuguese and academic preparation in Latin American history or Romance languages preferred. OCLC or similar experience desired. Salary is \$14,400-\$20,000 depending upon qualifications. Faculty status, 12-month appointment, 22 days vacation, fringe benefits. Send resume including names of 3 referees by February 15, 1982, to: W. David Laird, University Librarian, University of Arizona Library, Tucson, AZ 85721. An equal-opportunity/affirmative-action/Title IX, Section 504 employer.

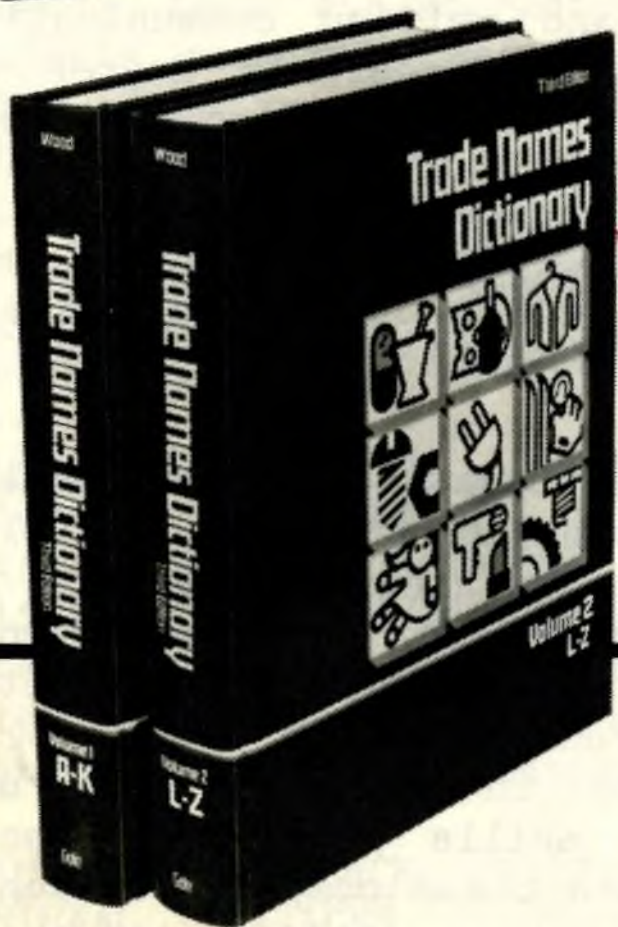
HEAD OF PUBLIC SERVICES. University of Missouri-Kansas City. Librarian II. Responsible for the planning (coordination, implementation, and supervision of

all aspects) of public services provided by the General Library and its two branches, the Instructional Materials Center and the Truman Campus Library, which support the academic programs of the College of Arts and Sciences and the Schools of Administration, Education, Pharmacy, Continuing Education, and Graduate Studies. Responsibilities include faculty and student liaison, personnel supervision and development, and promotion of library services. Qualifications include MLS from an ALA-accredited school; 4 years' of progressively responsible academic library experience; supervisory experience, preferably in public services; and good oral and written communications skills. Experience with automation, and a subject master's degree are preferred. Salary: \$23,000. 22 days vacation per year. Position available: immediately. Application deadline: February 15, 1982. Will interview at ALA Midwinter. Send letter of application, resume, 3 letters of reference to: Philip Tompkins, Associate Director of Libraries, University of Missouri-Kansas City, 5100 Rockhill Road, Kansas City, MO 64110. (816) 276-1531.

USER EDUCATION COORDINATOR/REFERENCE LIBRARIAN. Responsible for coordinating, planning and developing the library's user education program. Involves setting priorities, allocating program budget, training, marketing, and evaluation. Participates in reference desk service, including some evening and weekend hours. Responsible for computer searching and collection development in assigned subject areas. ALA-accredited master's degree, at least 2 years' professional library experience in reference and user education, excellent communication and teaching skills required. Second master's degree, experience in collection development and computer searching preferred. Salary: \$16,975 minimum, dependent on qualifications and experience. Excellent benefits, including up to 88% of Social Security paid for the first \$16,500 of salary, and choice of retirement program. Applications accepted until February 8, 1982. Preliminary interviews at ALA Midwinter can be arranged. Send letter of application, names of 3 references, and resume to: Dana Rooks, Personnel Coordinator, University of Houston Libraries, 4800 Calhoun, Houston, TX 77004. Equal-opportunity employer.

TWO POSITIONS in urban university having 1.3 million volumes and a materials budget of \$1.4 million. (1) Head, Acquisitions Department. Responsible for acquisition (ordering/receiving/accounting) of monographs and serials. ALA-accredited degree. Business and/or computer science courses desirable. Three years' experience in acquisitions or book trade, with supervisory experience preferred; reading knowledge of one or more foreign languages; familiarity with OCLC and BATAB desirable. \$19,145 minimum. (2) Head, Cataloging Service. (Filled now with one-year temporary appointment). Responsible for cataloging, processing, and bibliographic control of library materials. ALA-accredited degree with substantial experience (5+ years) in progressively responsible cataloging positions in academic or research libraries; proven administrative capability; experience with OCLC system; command of cataloging techniques and principles; substantial knowledge of AACR, LC classification, subject headings and practices, OCLC and MARC formats; excellent oral and written communication skills; leadership ability with strong interpersonal skills. \$21,400 minimum. All positions have excellent benefits, including up to 88% of Social Security paid for first \$16,500 of salary and choice of retirement programs. Applications accepted until February 8, 1982. Preliminary interviews at ALA Midwinter can be arranged. Send letter of application, names of 3 references, and resume to: Dana Rooks, Personnel Coordinator, University of Houston Libraries, 4800 Calhoun, Houston, TX 77004. Equal-opportunity employer.

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