

**Deadlines:** Orders for regular classified advertisements must reach the ACRL office on or before the second of the month preceding publication of the issue (e.g., September 2 for the October issue). Should this date fall on a weekend or holiday, ads will be accepted on the next business day. Late job listings will be accepted on a space-available basis after the second of the month.

**Rates:** Classified advertisements are \$8.75 per line for institutions that are ACRL members, \$10.75 for others. Late job notices are \$20.50 per line for institutions that are ACRL members, \$24.95 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$395 to \$745 based upon size. Please call for sizes and rates. Or see our website: <http://www.ala.org/acrl/advert2.html>.

**Guidelines:** For ads that list an application deadline, we suggest that date be no sooner than the 20th day of the month in which the notice appears (e.g., October 20 for the October issue). All job announcements should include a salary range per policy of the American Library Association (ALA). Job announcements will be edited to exclude

discriminatory references. Applicants should be aware that the terms faculty *rank* and *status* vary in meaning among institutions.

**Internet:** C&RL News classified ads are accessible on the World Wide Web at <http://www.ala.org/acrl/c&rlnew2.html>. Ads will be placed approximately 2-3 weeks before the printed edition of C&RL News is published.

**Contact:** Jack Helbig, Classified Advertising Manager, C&RL News Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513; fax: (312) 280-7663 or (312) 280-2520; e-mail: [jhelbig@ala.org](mailto:jhelbig@ala.org).

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

## BOOKS BOUGHT AND SOLD

**USED SCI-TECH BOOKS PURCHASED.** Physics, math, all engineering, electricity, and electronics, skilled trades, antiquarian tech. Sorry, no serials or life sciences. Quality older editions, duplicates, unneeded gifts, superseded titles always sought. Ex library OK. No quantities too great; will travel when appropriate. For more information please contact: Collier Brown or Kirsten Berg at **Powell's Technical Bookstore**, 33 NW Park Ave., Portland, OR 97209; phone: (800) 225-6911; fax: (503) 228-0505; e-mail to: [kirsten@technical.powells.com](mailto:kirsten@technical.powells.com).

## POSITIONS OPEN

**ACCESS SERVICES COORDINATOR**, Assistant/Associate Professor (Tenure Track), Queens College, City University of New York. Queens College Library seeks an Access Services Coordinator to work in a collegial environment where user service and instruction are a priority, and there is considerable scope for participating in redefining library-wide services and incorporating new technologies into service delivery and instruction. Reporting to the library director, the Coordinator manages Circulation, Media Services, Reserve, and Stack Maintenance; serves as a member of the library management group; participates in user education programs; and serves as the college representative to CUNY circulation/access services committees. Library faculty must demonstrate a record of scholarly achievement and service for tenure and promotion ([www.qc.edu/Library](http://www.qc.edu/Library)). Requirements: Master's degree from an ALA accredited program and additional master's degree (at time of appointment); administrative experience; experience with automated circulation/reserve operations. Preferred: Experience in media services, library instruction, electronic reserves. Salary: \$32,062-\$55,930 (Assistant Professor); \$41,780-\$66,837 (Associate Professor) for 12 months, commensurate with experience. Send vita and names/telephone/fax of four references to: Chair, Search Committee, Rosenthal Library, **Queens College**, 65-30 Kissena Blvd, Flushing, NY 11367-1597. Closing date: May 12, 1999. Queens College is an AA/EOE/ADA employer.

**ASSISTANT BIBLIOGRAPHER/RESEARCH LIBRARIAN**. Reporting to the Chief Business Bibliographer, systematically identifies and selects all periodicals (including U.S. federal and state documents, newspapers, and periodicals in microform) by reviewing a wide range of bibliographic selection aids and by considering information received from library customers and staff. Serves as a member of the Library's Database Team in the process of selecting electronic reference resources, and assists in negotiating electronic subscription pricing and licensing agreements. Assists the Chief Business Bibliographer in other bibliographical functions, such as evaluating the Library's resources on the basis of collection development standards, library policies, academic programs and plans. Continuously monitors usage of library collections; evaluates holdings in terms of duplication with other campus libraries and other academic

## THE COLLEGE OF NEW JERSEY HUMANITIES LIBRARIAN

Full-time, tenure-track position available. **Responsibilities:** coordinates collection development in the disciplines of Philosophy and Religion, English, Modern Languages, and African American Studies; shares responsibility for user education; provides general reference service, including some weekends and evenings; assists in the library instruction program. **Required:** ALA-accredited Master's degree with additional graduate degree highly desirable; at least three years professional level academic or research library experience with a strong concentration on the Humanities; familiarity with using information sources in all formats including paper, CD-ROM, and online; experience in general reference; excellent interpersonal & oral/written communication skills. Initiative, flexibility, and a strong service orientation are essential. Research/scholarly activity, service on library and campus-wide committees, and active participation in profession expected for tenure. Salary range: \$39,521 - \$59,274. A review of applications will begin April 1, 1999. Please send cover letter, resume, and names and phone numbers of at least three references to: Ms. Patricia Beaber, Chair, Humanities Librarian Search Committee, Roscoe L. West Library, The College of New Jersey, P.O. Box 7718, Ewing, NJ 08628-0718. To enrich education through diversity, The College of New Jersey is an Equal Opportunity Employer.

business libraries. Serves as a member of the Library's Reference Team, providing Information Desk coverage as needed, including evenings, weekends, and holidays, and provides specialized reference and research assistance. MLS or equivalent training and experience is required. Library experience in business collection development and business, economics, or social sciences reference required. Strong computer skills and database expertise. Excellent organizational and communication skills. Salary: \$37,000-68,000, depending on qualifications and rank. Contact: Search Advisory Panel A, J. Hugh Jackson Library, Graduate School of Business, **Stanford University**, Stanford, CA 94305-5016. Stanford is committed to the principle of diversity and welcomes applications from all people including women, members of ethnic minorities, veterans, and disabled individuals.

# HEAD OF TECHNICAL SERVICES, Thomas J. Watson Library

The Thomas J. Watson Library, the research library of The Metropolitan Museum of Art, invites applications for the position of Head of Technical Services. This position is responsible for planning, organizing, and coordinating all activities of the Technical Services Department including acquisitions and monograph and serials cataloging. The Head of Technical Services has direct responsibility for the daily operations of all technical services functions including: setting policies and procedures; monitoring work flow; establishing cataloging and retrospective conversion priorities and assignments; ensuring training of nine librarians and ten FTE support staff; and coordinating projects to integrate the holdings of the Museum's independent libraries into Watsonline, the online catalog. Watson Library uses the serials, acquisitions, and cataloging modules provided by Innovative Interfaces, and has been cataloging in RLIN since 1980. This position reports to the Chief Librarian.

**Qualifications:** MLS with a minimum of six years of managerial experience in technical services in a research library. Candidates must have significant library administrative experience and management skills and detailed knowledge of current cataloging practices, including AACR2R, LC Subject Headings, USMARC formats and authority control. Experience with RLIN and an integrated library system is essential. Awareness of current issues and trends in technical services management and library technology. Working knowledge of two foreign languages. Art library experience or a background in fine arts is preferred.



## THE METROPOLITAN MUSEUM OF ART

The Museum offers excellent benefits and salary competitive and commensurate with qualifications. Please mail letter of application and resume to: **The Metropolitan Museum of Art, Attn: Human Resources Box TS, 1000 Fifth Avenue, New York, NY 10028. EOE M/F/D/V.**

Applications accepted until position is filled. For full position description, see: <http://wesley.stanford.edu/library/jobs/perlib2.htm>.

**ASSISTANT LIBRARIAN.** The University of Arizona Library seeks professionals to join its team-based, innovative, flexible, user-oriented organization. The library is committed to continuous learning, increasing client sufficiency, fostering diversity in the campus environment, and furthering its own transmission, educational, and preservation roles. Applications are sought for one full-time and one half-time Assistant Librarian. Both positions will have responsibilities in connection development, information resources development/preservation (IRDP), education, Type III reference service, needs assessment, knowledge management, undergraduate services, training, and supervision, and will participate in library strategic project teams, cross-functional teams and other teams, as needed to complete the goals of the library. Required: ALA-accredited MLS; strong commitment to information access in alternative and traditional formats; ability to teach in a classroom and other settings; ability to communicate and work effectively with colleagues and customers; demonstrated commitment to continuous learning and active participation in the library profession; ability and desire to work in a team-based environment; commitment to diversity in the academic environment; demonstrated proficiency with technological applications in libraries. In addition, the full-time position requires knowledge of fine arts, especially art history. The part-time position requires knowledge of one or more fine arts and humanities subject areas and demonstrated interest in knowledge management (creation of new databases), electronic texts, and digitization of library resources. Candidates are encouraged to review the full position description for further requirements at: <http://hr2.hr.arizona.edu>. To apply, submit letter of interest citing position title and Job # (full-time position is Job #14977; part-time position is Job #14978); a current resume; and the names, addresses, and phone numbers of three professional references to: Martina Johansen, The University of Arizona Library, 1510E University Blvd., Rm. C.327. PO box 210055, Tucson, AZ 85721-0055; e-mail: [ghendric@bird.library.arizona.edu](mailto:ghendric@bird.library.arizona.edu) or [johansen@bird.library.arizona.edu](mailto:johansen@bird.library.arizona.edu). Review of application materials will begin April 19, 1999, and continue until positions are filled. The University of Arizona is an EEO/AA employer-M/W/D/V.

**ASSOCIATE DIRECTOR FOR COLLECTIONS AND CURATOR OF RARE BOOKS.** Division of Rare and Manuscript Collections, Cornell University Library. The Division of Rare and Manuscript Collections includes 300,000 printed books, more than seventy million manuscripts, and

another million photographs, paintings, prints, and other visual media. The collection chronicles such fields as medieval and Renaissance studies, the Reformation, eighteenth-century France and England, American history, Anglo-American literature, Icelandic history and culture, and the history of science. Outstanding book collections focus on the early Italian Renaissance, particularly the works of Dante and Petrarch; 17th- and 18th-century physics and chemistry, most notably chemist Antoine-Laurent Lavoisier (1743-1794); 18th-century English authors, including Jonathan Swift, Alexander Pope, and Samuel Johnson; and the Romantic poets, especially William Wordsworth. Other prominent collections relate to the French Revolution, witchcraft, and the anti-slavery movement. In addition, there is a diverse selection of private press books of high typographic quality and a variety of graphic materials, such as woodcuts and lithographs. With a staff of twenty-five, the Division plays an active teaching role at Cornell and promotes the use of its collections through a variety of programs, including instruction, tours, exhibitions, and networked access to collections. Located in the recently constructed Carl A. Kroch Library, the Division also houses the Cornell University Archives. Duties & Responsibilities: Reporting to the Director of the Division of Rare and Manuscript Collections, the Associate Director for Collections and Curator of Rare Books will participate in an integrated special collections program, contribute to the overall goals of a major research library, and play a dynamic role in the rare book profession. He/she will exercise principal responsibility for the development of the Division's historical and literary book holdings, with responsibility for the selection and acquisition of published materials in consultation with other curatorial staff of the Division, other library staff, and Cornell faculty. He/she will also direct the activities of the Division's format and subject curators, coordinating collection development and donor relations. The Curator and Associate Director will actively contribute to public service and public affairs activities, including exhibitions and publications. He/she will represent the Division in professional organizations, public presentations, and forums with faculty, staff, students, and alumni. Qualifications: Required: Graduate degree in library/information science or humanities; extensive knowledge of the antiquarian book trade; competency in one or more Western European languages; experience in donor relations and fundraising; strong record of professional publication; supervisory experience; excellent communication and interpersonal skills; and 10+ years of progressively responsible fiscal and administrative special collections management. Preference will be given to candidates with proficiency with computers, networks, and digital access techniques and issues. Closing date: April 1, 1999, but applications will be accepted until position is filled. Apply to: Susan Markowitz, Director, Library Human Resources,

## HEAD OF REFERENCE ASSOCIATE PROFESSOR (LIBRARY)

The City College of New York offers a rich program of undergraduate and graduate study through its College of Liberal Arts and Science, along with professional schools in Engineering, Medicine, Education and Architecture.

We have a tenure track position available effective Sept 1, 1999. The Head of Reference supervises a team of full and part-time professional librarians delivering reference services, supervises collection development and manages library instruction, microforms, the reference collection and the development of user educational materials. Responsible for Information Desk and student assistant scheduling and managing hourly personnel budgets. Trains colleagues in new technologies and services, develops and revises Division programs, serves at the Reference Desk (including evenings and weekends), and engages in instruction and web site content development. Reports to the Chief of Public Services.

**QUALIFICATIONS:** ALA accredited MLS and second master's or Ph.D.; at least five years of experience in an academic library, preferably in an urban multicultural setting; significant supervisory experience; proficiency in the use of electronic information resources and library technology; dynamic service delivery; staffing training and information literacy programs. Ability to meet the responsibilities and requirements of a tenure-track appointment, including research, publishing, and involvement in professional organizations.

**SALARY:** \$41,780 - \$55,930, commensurate with qualifications and experience. Liberal fringe benefits. Applicants should submit a current vita and 3 letters of recommendation by 5/1/99, to Professor Pamela Gillespie, Chief Librarian,



### THE CITY COLLEGE OF NEW YORK

Convent Avenue at 138th St.  
New York, NY 10031

For more information,  
please visit our web site at  
[www.cuny.cuny.edu](http://www.cuny.cuny.edu).

The City College of New York has a strong institutional commitment to the principle of diversity. In that spirit, we are particularly interested in receiving applications from a broad spectrum of people, including women and under-represented groups. Upon request, reasonable accommodation provided for individuals with disabilities. All candidates must provide documentation to prove employment eligibility in compliance with IRCA.

201 Olin Library, Cornell University, Ithaca, NY 14853-5301. Please send cover letter, resume, and the names, addresses, and phone numbers of three references. Cornell University is an Affirmative Action/Equal Opportunity Employer strongly committed to diversity. We value qualified candidates who can bring to our community a variety of backgrounds and experiences.

### BUSINESS LIBRARIAN AND ASSISTANT PROFESSOR

(tenure-track). Responsibilities: Provides general and business reference service to University of Mississippi students and faculty, and collection development for the Schools of Business Administration and Accounting. Participates in teaching one hour credit library course in conjunction with other public service libraries, and coordinates the Library's distance-learning endeavors. This is a full-time, twelve-month, tenure track position. Qualifications: ALA-accredited MLS by starting date. Excellent written and oral communication skills, strong interpersonal skills, proficiency in using electronic resources such as online catalogs, CD-ROM databases, Internet, and Web sources. Familiarity with business sources. The ability to work collegially with other librarians in a rapidly changing environment. Salary: \$30,000. Deadline for application: Until position is filled. Starting Date: July 1, 1999. Contact: Submit an application letter, resume, and the names, addresses, and telephone numbers of three references to: Royce Kurtz, J.D. Williams Library, University of Mississippi, University, MS 38677. The University of Mississippi is an EEO/AA/Title VI/Title IX/Section 04/ADA/ADEA employer.

**CATALOG AND ASSISTANT PROFESSOR** (tenure-track). Responsibilities: Performs original and complex copy cataloging of print materials, works as a member of the catalog team (3 other professional librarians, 3 support staff, and numerous student assistants). Reports to the Head of Technical Services. Qualifications: ALA-accredited MLS, written and oral communication skills, computer skills, working knowledge of USMARC, LCSH, and LC classification, familiarity with cataloging in an automated environment, evidence of initiative, flexibility, productivity, and ability to work collegially in a team and academic environment. Salary: \$30,000. Deadline for Application: Until position is filled. Starting Date: July 1, 1999. Contact: Submit an application letter, resume, and the names, addresses, telephone numbers, and e-mail addresses of three references to: JoAnn Stefani, J.D. Williams Library, University of Mississippi, University, MS 38677. The University of Mississippi is an EEO/AA/Title VI/Title IX/Section 04/ADA/ADEA employer.

**CATALOG LIBRARIAN.** Assistant Professor rank, twelve-month faculty tenure-track, appointment open June 1, 1999. Responsibilities: Original and copy cataloging in all formats and several languages, union listing, retrospective conversion, and student worker supervision. Participates in Technical Services Department activities and some reference desk duties. Required: MLS from ALA-accredited program; experience or coursework in cataloging; knowledge of AACR2; familiarity with LCSH, LC classification practices, and MARC formats; ability to work effectively with all levels of faculty and staff. Desirable: Second Master's degree; experience with OCLC; working knowledge of personal computers and software. Salary: \$26,000. Send letter of application, resume, and names, addresses, and telephone numbers of three references by May 15, 1999, to: Betty D. Johnson, Associate Director for Technical Services, duPont-Ball Library, Stetson University, DeLand, FL 32720. Stetson University is an equal opportunity employer and is strongly committed to increasing the diversity of its faculty and administration.

## 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	\$31,273
Delaware	\$22,500+
Illinois	\$27,400#
Indiana	varies*
Iowa	\$24,533
Louisiana	\$22,000
Massachusetts	varies*
Massachusetts	\$27,554*
New Jersey	\$33,188
New York	varies*
North Carolina	\$24,367+
Ohio	\$25,198+
Pennsylvania	\$26,400
Rhode Island	\$29,800
South Carolina	varies*
South Dakota	\$22,000
Texas	\$28,000
Vermont	\$26,464
West Virginia	\$22,000
Wisconsin	\$32,240

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

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

# HEAD OF THE DEPARTMENT OF SPECIAL COLLECTIONS AND UNIVERSITY ARCHIVES

## California State University, Sacramento

**DESCRIPTION:** The Department Head is responsible for the administration of the Department of Special Collections and University Archives. Develops, organizes, and preserves the collections. Supervises the University Archivist/Curator of the Japanese American Collection, 1.5 FTE staff, and student assistants. Works closely with faculty in the Library and the University to acquire collections that support the University's curricular and research activities and plays a major role in seeking adequate funding for the collections. Develops programs and exhibits that promote knowledge of and use of the collections. Provides reference assistance and instruction for those persons seeking to use the collections. Works closely with the Dean of the Library and the Director of Library Development and External Relations in grantwriting and fundraising efforts. Reports to the Associate Dean for Public Services.

**THE DEPARTMENT:** The CSUS Library Department of Special Collections and University Archives contains over 4000 linear feet of archival and manuscript materials, including the award-winning Japanese American Archival collection, and the papers of Congressman John Emerson Moss, Charles M. Goethe, Phil Isenberg, and Senator Leroy Green. The Department is committed to collecting primary resources documenting the social, cultural, economic, and political history of the Sacramento region, and preserving the historical records of the University. More information about the Library and the University can be found at [www.csus.edu](http://www.csus.edu).

**QUALIFICATIONS:** Required: ALA-accredited MLS; record of progressively responsible experience in managing special collections or archives and in building collections; ability to manage and provide leadership in a collegial manner in an ever-changing environment; successful supervisory experience; excellent interpersonal skills and the ability to work with a diverse population of faculty, staff, students, and community members; effective verbal and written communication skills; demonstrated experience with computer applications including electronic information resources and the Internet; knowledge of MARC-AMC cataloging and of national standards for bibliographic description of special collection and archival materials; successful experience providing reference and instructional services; familiarity with preservation methods and techniques. Preferred: coursework in archives or special collection management; advanced degree in history, political science, public policy or related discipline; academy of Certified Archivists certification; experience in working with special and archival collections in an academic setting; familiarity with InMagic or Innovative Interfaces library systems; familiarity with digital technology as it relates to special and archival collections; experience with HTML, SGML, EAD, and Web applications; successful experience in grant writing and fund raising and in preparation of exhibits; evidence of scholarly contributions.

**APPOINTMENT/SALARY:** This is a full-time, 12-month, tenure-track faculty appointment. Appointment will be at the Senior Assistant or Associate Librarian rank, depending upon credentials and experience. Salary: Senior Assistant minimum, \$43,584; Associate Librarian minimum, \$50,124. CSUS has an attractive retirement and benefits program.

**APPLICATION PROCEDURE:** Anticipated start date is **July 1, 1999**. Applications received by April 19, 1999, will receive first consideration; position will remain open until filled. Send a current resume and cover letter addressing the qualifications for the position, and the names, addresses, and phone numbers of three professional references to:

**Patricia Larsen**  
**Director and Dean of the Library**  
**The Library, California State University, Sacramento**  
**2000 State University Drive East**  
**Sacramento, CA 95819-6039**

For a full position description and vacancy announcement, send a request to [lmjones@csus.edu](mailto:lmjones@csus.edu).

*California State University, Sacramento is an affirmative action/equal opportunity employer.*

## SOCIAL SCIENCES REFERENCE LIBRARIAN (SEARCH REOPENED)

### University Of California, Santa Barbara

The University of California, Santa Barbara invites applicants for a Social Sciences Reference Librarian. The UCSB Library serves 18,000 students and more than 1,200 faculty. The staff of 49 academics and 135 classified staff support 33 Ph.D. program areas and several colleges and divisions.

**RESPONSIBILITIES:** Provide reference, bibliographic, and instructional services to students, faculty, staff, and the university community. Design and conduct classes in information research methods. Responsible for the development and maintenance of printed and electronic guides to specialized library resources. Responsible for all aspects of collection management and development for assigned subjects, such as Economics, Business and Government Documents.

**SALARY RANGE:** \$32,292 to \$56,844.

**GENERAL QUALIFICATIONS:** Required: ALA-accredited MLS. Degree in Social Sciences or recent experience providing library service in the Social Sciences. Reference experience in general and/or specialized reference services. Experience developing and delivering library instruction. Demonstrated initiative and flexibility; desire to work as part of a team in a dynamic and challenging academic setting. Ability to work effectively with faculty, students, and staff. Interest and enthusiasm for keeping abreast of current and evolving technologies. Excellent oral and written communication skills. Preferred: Degree and/or relevant experience in Business or Economics. Experience with Social Science and Government Documents Collection Development, and familiarity with current bibliographic and reference sources in the Social Sciences. Experience with print and electronic information resources, including designing and maintaining Web sites and pages.

**APPLICATIONS:** Review of applications will begin **May 1, 1999**. Send letter of application specifying position desired, resume, and names of three references to:

**Detrice Bankhead**  
**Assistant University Librarian—Personnel**  
**Davidson Library**  
**University of California, Santa Barbara**  
**Santa Barbara, CA 93106**

*The University of California is an Equal Opportunity/Affirmative Action Employer and invites applications from all who meet the stated qualifications.*

**COLLECTION DEVELOPMENT LIBRARIAN AND HEAD OF TECHNICAL SERVICES.** The Millsaps College Library seeks to fill a position which is responsible for book selection and acquisitions as well as supervising the work of a Technical Services Department consisting of two professionals (including this one), 2.5 staff, and 6 to 8 student assistants. This librarian, one of 6 on a staff of 13, coordinates faculty selection, oversees purchases, serials management, cataloging, processing, and data management. In addition to these duties, the person assists in public services, sharing nights and weekends as librarian on duty. The library uses the DRA system with plans to upgrade to TAOS. ALA-accredited MLS and a minimum of three years experience required. Special abilities expected include familiarity with both acquisitions and cataloging, supervisory ability in a collegial setting, excellent interpersonal skills, computer skill, resourcefulness. The position includes faculty rank, 12-month contracts, 22 days annual leave, excellent benefits. Minimum salary: \$30,000. Millsaps College is a highly selective, private liberal arts college of approximately 1400 students and 100 faculty which hosts the only Phi Beta Kappa chapter in Mississippi. The program includes an AACSB-accredited school of management. The position is available July 1, 1999; applications will be accepted until the position is filled. Send letter of application and statement of professional goals, resume, transcripts, and three letters of reference to: Jim Parks, College Librarian, Millsaps-Wilson Library, Millsaps College, P.O. Box 150148, Jackson, MS 39210-0148 or contact for more information: parksj@millsaps.edu The library's website is <http://www.millsaps.edu/www/library/>.

**COORDINATOR OF INFORMATION SERVICES.** Hanover College seeks a creative, service-oriented librarian to provide leadership in the further development of the library's instructional, reference, and outreach programs. This librarian leads, mentors, and coordinates the Information Services Team of 5 librarians. The team plans and provides user-focused

reference services, contributes to the development and implementation of a growing course-integrated library instruction program, serves as liaison to academic departments in a new outreach program, and is the professional management team of the library. The Coordinator also participates in regular reference desk rotation; provides instruction sessions; develops the reference collection; and supervises the document delivery/interlibrary loan services of the library. Reports to the Director of Duggan Library. Qualifications: MLS from ALA-accredited program or international equivalent. Demonstrable knowledge of traditional and electronic reference services and sources; teaching or training experience; ability to apply information technologies to design and provide information services; understanding of issues and trends in library instruction; excellent oral, written and interpersonal communication as well as organizational and analytical skills; strong commitment to service and educational roles of academic libraries; ability to work effectively with colleagues, students, faculty, and staff. Preferred: Three or more years providing reference and instruction services in an academic environment; experience with new and emerging technologies; subject expertise in a discipline emphasized in a liberal arts college. Hanover College is a nationally ranked, private liberal arts college. Duggan Library is staffed by 5 professional librarians and 5 support staff who work together to design and implement user-focused services and programs for about 1100 students and 105 faculty. Librarians have faculty status without rank or tenure. Additional information is available at our website at <http://www.hanover.edu>. Salary commensurate with experience; available June 1, 1999; competitive benefits package. Send letter of application; vita; and names, addresses, and telephone numbers of three references to: Janice Kemp, Director of Duggan Library, c/o Christine Wilcox, Secretary to the Library Search Committee, Hanover College, P. O. Box 108, Hanover, IN 47243-0108. Review of applications will begin April 20, 1999 and continue until position is filled. EOE.

# CHEMISTRY LIBRARIAN

## University of Pennsylvania Library

The Penn Library is seeking a creative and talented Chemistry Librarian to join a dynamic team that is developing science and engineering collections and services for Penn's networked environment. The Chemistry Library serves the information needs of the Chemistry Department and of faculty, students, and research staff working in related areas in the physical and health sciences such as chemical engineering and biochemistry. The Library has a collection of 32,000 volumes and 375 current serials, and licenses all major electronic resources in Chemistry including SciFinder Scholar, Beilstein, and the Web of Science. The current acquisitions budget is approximately \$323,000.

This position works collaboratively with the Mathematics/Physics and Engineering librarians to coordinate print and electronic collections and services in the physical sciences and engineering, including licensing electronic resources and developing web pages. Other duties of the position include: developing the print collections, and managing the transition to electronic resources in chemistry; providing reference & bibliographic assistance to faculty and students as well as orientation & instruction in the use of electronic resources such as Chemical Abstracts and Beilstein; developing operating policies for the Chemistry Library and overseeing the daily operation of this facility; supervising full-time staff; participating in library-wide task forces and committees.

The ideal candidate will possess an ALA-accredited MLS or equivalent in theory and practice. An academic background in the physical sciences is essential, and a strong preference is given to candidates with a degree in chemistry. Demonstrated knowledge of the latest trends and available tools for electronic access to chemical information is needed. Further, strong desktop computing skills, effective written and oral communication skills, and the ability to work effectively, independently, and cooperatively with faculty and students and with staff throughout the library system is preferred. An appointment as Librarian C or D is dependent on qualifications and experience.

TO APPLY: Submit a cover letter, resume, and names of three references to:

**Elisa DeNofio**  
**Library Human Resources**  
**University of Pennsylvania**  
**3420 Walnut Street**  
**Philadelphia, PA 19104-6206**

Applications received by **April 30, 1999**, will receive first consideration.

*EO/AA employer.*

**DIRECTOR.** The Jesuit Krauss McCormick Library seeks applications for the position of Director. JKM is owned by Lutheran School of Theology at Chicago and McCormick Theological Seminary. Position begins July 1, 1999 or later, and application deadline is April 15. For more information and instructions on how to apply contact: Dean Ralph W. Klein, **Lutheran School of Theology at Chicago**, (773)256-0721 or rklein@lstc.edu.

**DIRECTOR OF LIBRARY SERVICES,** the University of South Carolina School of Medicine. Nominations and applications are being accepted for the position of Director of Library Services for the University of South Carolina School of Medicine. The School of Medicine Library serves a primary-user population of faculty, students, staff, and local health care practitioners numbering over 2,000. The Director's responsibility will include establishing and directing an energetic agenda for the development of library programs, services, personnel, and collections and to ensure excellence in programs and services with particular emphasis on library information resources and systems in support of teaching, research, and service. Applicants for the position should have an advanced degree in library and information science from an ALA-accredited library and information science program, and a minimum of five years of library management experience, preferably in a medical or health science library. Minimum salary: \$60,000, competitive and commensurate with qualifications and experience. Applicants should submit a letter of interest with a curriculum vitae and the names and addresses of three references to: David L. Cone, MD, Chair Search Committee, Department of Family and Preventive Medicine, **University of South Carolina School of Medicine**, Six Medical Park, Columbia, SC 29203. The University of South Carolina is an affirmative action/equal opportunity employer.

**ELECTRONIC RESOURCES LIBRARIAN.** Lewis-Clark State College Library, Lewiston, Idaho, invites applications for the position of Electronic Services Librarian. This position reports to the Head of

Public Services and is responsible for the ongoing development and maintenance of the library's Web site; development and maintenance of all aspects of the library's virtual presence including links to subscription and non-subscription resources; and support for the library's CD-ROM LAN. The successful applicant will also participate in reference desk service, instruction, and resource selection as a part of the library's professional team. Minimum qualifications include: ALA-accredited MLS or equivalent, proven skills in microcomputer applications and database management, experience with CD-ROM and network technology, WWW page creation (HTML) and management, reference and library instruction. Strong interpersonal communication skills are also required. Experience in academic libraries demonstrated teaching ability, and recent work with information databases and/or library networks are preferred. The applicant should have a strong commitment to public service, indicate willingness to work collaboratively with colleagues, and possess good organizational skills. Lewis-Clark State College is a regional undergraduate institution offering liberal arts and sciences, professional programs in education, nursing, business, and criminal justice, and vocational-technical programs. The institution currently enrolls about 3,000 students. Outreach programs constitute a distinct mission of the College, and the library participates actively in a multi-type library consortium serving more than 56,000 rural patrons in Washington and Idaho. Appointment will be made to the rank of assistant professor with salary at a minimum of \$30,000. The position is a twelve-month contract with approximately 25 days vacation leave per year. Standard state retirement and benefits packages apply. To apply, submit a letter of application, resume, and the names, addresses, and phone numbers of at least three references to: Library Search Committee, **Lewis-Clark State College**, 500 8th Ave., Lewiston, ID 83501. Review of applications will begin April 20, 1999. Beginning date for the position is not later than July 1, 1999. Lewis-Clark State College is an affirmative action, equal opportunity employer.

# GERMAN LITERATURE REFERENCE-BIBLIOGRAPHER

## Dartmouth College Library Hanover, NH

The Dartmouth College Library seeks a dynamic Reference-Bibliographer for the Baker Humanities & Social Sciences Library with subject expertise in German language and literature; potential to deal with Classics desirable.

**RESPONSIBILITIES:** Reporting to the Humanities & Social Sciences Librarian, works as a member of an information services team providing general and specialized reference services in an innovative and technically sophisticated environment utilizing the Dartmouth Online Catalog, the campus wide information system (DCIS), INNOPAC systems, RLIN and OCLC. Services provided include humanities & social sciences reference, including government documents, to all segments of the Dartmouth community; bibliographic instruction and user education; assisting users with an extensive collection of electronic information resources; consultation with faculty to determine instructional and research interests; collection management and development in German language and literature; may include Classics at a later time.

**QUALIFICATIONS:** ALA/MLS; graduate degree in German, background in Classics desirable; a minimum of two years post-MLS experience in an academic or special library. The successful candidate will have strong interpersonal skills; ability to work collegially in small group and team environments; strong commitment to public service and collection management and development; strong reference skills and proficiency in traditional and computer assisted research; familiarity with use and application of microcomputers in a fully networked campus environment; experience working with electronic texts a plus; knowledge of the resources of German Literature.

**RANK AND SALARY:** Rank and salary commensurate with experience and qualifications, with a minimum salary of \$30,900 for Librarian I or \$33,300 for Librarian II. Full benefits package including 22 vacation days; comprehensive health care; TIAA/CREF; and relocation assistance.

**DARTMOUTH COLLEGE INFORMATION:** World Wide Web: <http://www.dartmouth.edu>

**APPLICATION:** Applications received by **April 30, 1999** will be given first consideration; applications will be considered until the position is filled. Please send resume to:

**Cynthia F. Pawlek  
Director of User Services  
115 Baker Library  
Hanover, NH 03755**

*Dartmouth College is an AA, EEO, M/F employer.  
Minority candidates are encouraged to apply.*

**ELECTRONIC SERVICES LIBRARIAN.** (Search Extended.) **Mississippi State University Meridian Campus.** MSU Meridian was established in August 1972 to provide educational opportunities to individuals unable to attend residential campuses. Working with surrounding feeder community colleges, MSU Meridian offers junior and senior level courses leading to a bachelor's degree, and graduate courses leading to a master's or educational specialist degree in several academic disciplines. Day and evening classes accommodate the 750-plus nontraditional students who enroll each semester. In 1993, MSU Meridian moved to a new 60,000-square-foot facility on a 26-acre campus. There are approximately 50 full-time resident faculty and staff. The Dean of the Meridian Campus, as chief administrative officer, provides leadership for the campus. The Electronic Services Librarian will develop, implement, and coordinate resources, technologies, systems, and facilities in providing electronic library resources and systems for faculty, staff, and students. Qualifications: Include master's degree in an ALA-accredited program (information services, library services, etc.); three years of relevant experience in an academic library environment; strong interpersonal, verbal, and written communication skills; demonstrated mastery of computer technology. Applicants should submit the following—(1) letter of application, (2) resume, (3) official transcript showing highest degree, and (4) two letters of recommendation—to: Kathy Goodwin, Administrative Secretary, Office of

the Dean, MSU Meridian Campus, 1000 Hwy 19 North, Meridian, MS 39307. Salary: approximately \$30,000 annually. Applications accepted until position is filled. MSU is an AA/EEO employer.

**EXECUTIVE DIRECTOR, California Library Association.** Based in Sacramento, CLA is a non-profit association with over 2,400 members. The Executive Director reports to and works closely with the Executive Committee. Provides vision, direction, and leadership to the formulation of CLA's philosophy and mission. Primary responsibilities include: strategic planning; financial management; meetings/conference management; maintenance of collaborative relationships with other national/state library associations; recruitment/direction of staff; and membership services. Qualifications: Required: five years minimum executive/administrative experience in planning/resource allocation with a record of achievement and leadership in the management of a library, association, or other non-profit association; demonstrated excellence in interpersonal, oral, and written communication skills; demonstrated ability to engage effectively in lobbying activities before federal/state legislative bodies; demonstrated ability in marketing and public relations, membership services, and conference management; and demonstrated ability to work in a team setting and to handle multiple responsibilities in a changing environment. The successful candidate must demonstrate leadership in the skills and principles of association management combined with vision and innovation. Preferred:

## HEAD, SPECIAL COLLECTIONS AND ARCHIVES

### The Nimitz Library U.S. Naval Academy

The Nimitz Library, United States Naval Academy, anticipating a vacancy, seeks applicants with experience, energy, initiative, and enthusiasm to head its Special Collections and Archives Division. For additional details about the position, consult the Nimitz Library's home page (at <http://www.nadn.navy.mil/Library>).

**REQUIRED QUALIFICATIONS:** A master's degree in library/information science from an ALA-accredited program, minimum of two years professional experience in special collections librarianship (preferably in an academic setting and with increasing administrative responsibility), or their equivalents as specified by the Office of Personnel Management Qualification Standards Handbook.

**HIGHLY DESIRED QUALIFICATIONS:** Three or more years of professional experience, as described above; a minimum of two years of supervisory experience in an academic library; demonstrated leadership abilities, demonstrated experience in evaluating and selecting materials for special and archival collections, and in providing a variety of traditional and electronic access mechanisms for such materials; demonstrated knowledge of and experience with preservation methods used with rare books, manuscripts, and photographs; excellent organizational, oral and written communication/presentation skills; knowledge of naval history and seapower; experience working with dealers of rare and out-of-print books; experience working with donors and prospective donors; knowledge and appreciation of principles of archival organization and processing of archival materials, including knowledge of Privacy Act and Freedom of Information Act and their implications for the Archives; demonstrated experience planning, researching, and mounting library exhibits.

**DESIRED QUALIFICATIONS:** Experience processing, indexing, and preserving photographic materials; proficiency in one or more foreign languages.

The Naval Academy is the Navy's undergraduate college, with 4,000 students, more than 500 civilian and military faculty, and 19 major fields of study in three academic divisions (eight in Engineering, seven in Math & Science, and four in Humanities/Social Science). The Nimitz Library has a staff of 40 FTE (including 18 professional librarians) and slightly more than half a million volumes of books and periodicals, plus government documents, microforms, and extensive holdings of other materials in Special Collections and Archives.

Located in Annapolis, the capital of Maryland and "the sailing capital of America," the Naval Academy is 30 miles from both Washington, D.C., and Baltimore, in the beautiful Chesapeake Bay area.

Minimum salary is approximately \$48,796 (first step of GS-12 pay grade), or higher, depending on experience or other qualifications.

**APPLICATION PROCEDURE:** Send a detailed c.v. and a cover letter, including the names, addresses, e-mail addresses, and phone numbers of three references to:

**Richard H. Werking, Librarian  
U.S. Naval Academy  
589 McNair Road  
Annapolis, MD 21402-5029**

Review of applications will begin **May 7, 1999**, and will continue until the position is filled.

*The Naval Academy is an affirmative action, equal opportunity employer.*

CAE, MBA, MLS, or MPA; other advanced or postgraduate degree; an understanding of the role of libraries and librarians in society and a commitment to advancing their work; experience in planning for and managing new technologies in an association setting; and experience in association management. Appointment expected September 1, 1999. Salary: minimum \$75,000, depending on qualifications and experience. Full benefits package. Visit our Web site at <http://cla-net.org>. Send letter of application, resume, and names of three current references with addresses/phone numbers, postmarked no later than May 28, 1999 to: Attn: CLA Executive Director Search, Rita A. Scherrei, AUL for Personnel and Administrative Services, Charles E. Young Research Library, UCLA, 11334 YRL, Box 951575, Los Angeles, CA 90095-1575.

**GOVERNMENT INFORMATION SERVICES AND ASSISTANT PROFESSOR** (tenure-track). Responsibilities: Provides reference service to University of Mississippi students and faculty and citizens of the State of

Mississippi in a regional depository for federal and Mississippi documents. Participates in development and implementation of electronic access to government sources and collection development in assigned subject areas. Teaches one-hour credit library course in conjunction with other public service libraries, and assists in the Library's distance learning endeavors. This is a full-time, twelve-month, tenure track position. Qualifications: ALA-accredited MLS by starting date. Excellent written and oral communication skills, strong interpersonal skills, proficiency in using electronic resources such as online catalogs, CD-ROM databases, Internet, and Web sources. Familiarity with government publications. The ability to work collegially with other librarians in a rapidly changing environment. Salary: \$30,000. Deadline for Application: Until position is filled. Starting Date: July 1, 1999. Contact: Submit an application letter, resume, and the names, addresses, and telephone numbers of three references to: Laura Harper, J.D. Williams Library, University of Mississippi, University, MS 38677. The University of Mississippi is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA employer.



## HEAD

### **Aziz S. Atiya Middle East Library Special Collections, Marriott Library University of Utah**

The University of Utah seeks an experienced and energetic librarian to head a major department and collection. This position oversees the development and operation of the Middle East Library including collection development, reference, staffing and budget management, short- and long-range planning, instruction, and outreach. The Aziz S. Atiya Middle East Library, with approximately 165,000 volumes, is recognized as a major center of research in Middle East Studies. The primary focus of the collection is on the humanities and social sciences, and also includes Arabic documents, Islamic papyri and manuscripts in microform.

**QUALIFICATIONS:** Required: MLS from an ALA-accredited library school or equivalent. Fluency in Arabic required plus reading proficiency in one of the following: Hebrew, Persian, or Turkish. Five to seven years professional library experience in collection development in an academic library, preferably a major research library. Strong written and oral communication skills. Ability to work well with others, exhibiting good leadership skills. Strong commitment to excellent and innovative service. Ability to meet University's requirements for promotion and continuing appointment.

**PREFERRED:** Reading proficiency or better in French or German. Supervisory experience. Reference experience. Teaching experience. Knowledge of issues and trends in academic research libraries. Experience with information technology. Second advanced degree in Middle East Studies or related field strongly preferred. Knowledge of paleography.

**SALARY:** \$40,000 to \$45,000 plus excellent benefits.

The Marriott Library includes over 2.5 million volumes, 14,000 periodical subscriptions and sophisticated electronic resources, serving a student population of 25,000. The University is situated on a 1,500-acre campus in Salt Lake City, a growing urban area with a strong economy. A cosmopolitan community of approximately 1 million residents, Salt Lake City offers a wide variety of cultural, entertainment, and recreational activities.

**APPLICATION PROCEDURES:** Send a detailed letter of application, along with resume, plus names, addresses, and phone numbers of three references to:

**Personnel Officer  
327 Marriott Library  
295 South 1500 East  
Salt Lake City, UT 84112-0860**

Applications received by **May 31, 1999**, will be given full consideration.

*The University of Utah is an EO/AA Employer. We encourage applications from women and minorities and provide reasonable accommodations to known disabilities of applicants and employees.*

**LIBRARIAN.** Whitworth College, Spokane, Washington, seeks a Librarian to serve as Coordinator of Instructional Services and Reference Librarian; Instructor/Assistant Professor, tenure track. Requires Master's degree in Library Science, Information Studies, or equivalent; a personal commitment to the Christian faith and to the integration of faith and learning; the ability and desire to establish positive relationships with persons regardless of race, gender, disability, or religious belief; an active commitment to equal opportunity employment for all persons; a commitment to the educational mission of Whitworth College as a Christian liberal arts college affiliated with the Presbyterian Church (U.S.A.). For complete position description and requirements, see our website at <http://www.whitworth.edu/library/opening.htm>. Submit complete application packet to: Librarian Search Committee, Human Resources MS-0103, **Whitworth College**, Spokane, WA 99251. Application review begins March 25, 1999. EOE.

**LIBRARIAN/CATALOGUER.** The Athenaeum of Philadelphia, a member-supported special collections library founded in 1814 and housed in a National Historic Landmark building near Independence Hall, seeks and experienced rare book cataloguer with particular interest in and knowledge of eighteenth and nineteenth-century Anglo-American architecture and

design. Position funded for three years with potential for permanent appointment. Particular responsibility will be the RLIN processing of rare pattern books and trade catalogues. Qualifications: ALA-accredited MLS degree or equivalent and familiarity with MARC, AACR2, RLIN, LC subject headings and classification. Graduate work in architectural history, history of design, art history, or related fields highly desirable. At least three years of cataloguing experience with rare books and ephemeral trade literature. Knowledge of Western European languages, particularly French, essential. Salary/Benefits: \$35,000 first year with annual review; Blue Cross/Blue Shield/Major Medical fully paid for fully paid for employee; two weeks paid vacation, eleven paid holidays, etc. Position available March 31, 1999; applications will be accepted until position is filled. Send resume to: Roger W. Moss, Executive Director, **The Athenaeum of Philadelphia**, East Washington Square, 219 S. Sixth Street, Philadelphia, PA 19106-3794.

**LIBRARIAN, GOVERNMENT DOCUMENTS REFERENCE/ELECTRONIC SERVICES.** University of Maryland Libraries The University of Maryland Libraries. College Park is accepting applications for the position of Librarian, Government Documents Reference/Electronic Services. En-

# DIRECTOR OF DEVELOPMENT FOR THE UNIVERSITY LIBRARIES AND INFORMATION TECHNOLOGY

## George Mason University

George Mason University seeks a dynamic individual for the newly created position of Director of Development for the University Libraries and Information Technology. The Director will plan, implement, and manage a comprehensive development program, including fund raising, prospect cultivation, gift solicitation, annual funds, planned giving, grant funding, and public affairs and special events activities. Incumbent will work closely with the George Mason University Foundation, other University development directors, library staff, and academic and administrative officers. The position reports to the University Librarian.

George Mason University is the fastest-growing university in the Commonwealth of Virginia, with campuses in Arlington, Fairfax, and Prince William counties. A public doctoral-level and research institution of more than 24,000 students and 1,500 faculty, the university is comprised of seven schools and colleges, five degree-granting and research institutes, and several other research centers. The University library system consists of four libraries: two in Fairfax, and one each in Arlington and Prince William campuses. (The School of Law Library is administered separately.) Other constituent units of Information Technology include the Department of Instructional Improvement and Instructional Technologies, University Computing and Information Services, and the Instructional Foundation.

**QUALIFICATIONS:** Master's degree, three to five years fundraising experience with proven record in securing gifts and/or major grants, excellent oral and written communication skills, ability to work independently and creatively within established program, and excellent organizational skills. Experience in higher education and knowledge of university/IT operations and missions preferred.

**INFORMATION:** 12-month administrative faculty appointment. Salary, \$50,000+ depending on qualifications. Excellent health and dental benefits; retirement plan options, including Virginia and TIAA-CREF; generous annual and sick leave.

**APPLICATIONS:** Review of applications will begin **April 19, 1999**, and will continue until position is filled. Submit a letter of application, resume, and names of three current references (telephone numbers and postal and e-mail addresses) to:

**Search Committee for Director of Development  
Library Administration, MSN 2FL  
George Mason University  
Fairfax, VA 22030-4444**

*AA/EEO.*

Environment: The University of Maryland Libraries has recently undergone a major reorganization to better meet the service mission of the Libraries. As part of this reorganization, subject teams have been created and are responsible for integrating services and collections to the University's departments, colleges, and programs. This new environment strives to facilitate organizational communication and foster shared responsibility.

The Government Documents Reference Librarian will be a member of the Social Science and Allied Professions Team, in addition to the Government Documents and Maps Unit. Responsibilities: Provides research and reference assistance in the Government Documents and Maps Unit, utilizing a variety of print and electronic resources. Searches electronic databases. Offers instruction in the use of the Government Documents Unit and McKeldin Library. Oversees electronic resources, including CD-ROMs, software, and hardware. Compiles inventory; writes user guides. Further develops GIS system. Helps to maintain and update Unit's web pages. Qualifications: Required: ALA-accredited Master's degree in Library and Information Science. Preferred: Additional relevant subject master's degree. Experience: Required: One to three years professional library experience providing reference assistance in an academic or special library; familiarity with government information through course work or job-related experience; knowledge of microcomputer and Internet applications in libraries, including demonstrated skill in searching electronic databases; familiarity with cartographic materials and with GIS systems; user education experience; strong public services orientation; ability to work with a diverse group of users and staff; ability to communicate effectively, orally and in writing; good sense of humor. Preferred: Work experience in a Regional Federal Depository Library. Salary: Commensurate with experience and qualifications. Benefits available. Applications: For full consideration, submit a cover letter and a resume and names/addresses of three references by April 30, 1999. Applications accepted until the position is filled. Send resume to: Ray Foster, Library Personnel

Services, McKeldin Library, **University of Maryland**, College Park, MD 20742-7011. You may also fax your resume: (301) 314-9960. University of Maryland Libraries Web address: <http://www.lib.umd.edu/UMCP>. The University of Maryland is an affirmative action, equal opportunity Employer. Minorities are encouraged to apply.

**PRINCIPAL ELECTRONIC RESOURCES/SPECIAL FORMATS PROCESSING LIBRARIAN.** New York University Libraries. Takes leading role in Library's efforts to provide access to electronic, audiovisual, and archival collections. Performs original and complex copy cataloging of electronic, audiovisual, and archival materials. Serves as liaison to units responsible for creating digital resources and archival finding aids. Coordinates training and revision of special format copy cataloging. Requires three years cataloging experience with books and special formats in English and Western European languages; knowledge of current and emerging cataloging rules and standards; familiarity with automated systems and MARC formats; strong analytical, interpersonal, and communication skills; flexible, creative approach to problem solving; ability to work comfortably and productively in a complex, dynamic work environment; demonstrated interest in new cataloging trends and technologies; and cataloging experience in a large academic library using an integrated library system. ALA-accredited MLS, master's degree for tenure. Faculty status, attractive benefits package. Minimum salary: \$38,000. To ensure consideration send resume and letter of application, including names, addresses and telephone numbers of three references by April 30, 1999, to: Janet Koztowski, Director, Human Resources, **New York University Libraries**, 70 Washington Square South, New York, NY 10012. NYU encourages applications from women and members of minority groups.

**MULTIMEDIA SERVICES LIBRARIAN.** Northwestern University Library. Summary: The Multimedia Services Librarian supports the activities

## REFERENCE LIBRARIAN

### University of Connecticut Stamford Regional Campus Library (Search #99A312)

Working in a team environment, the incumbent participates in the public services programs of the Jeremy Richard Library in Stamford, including reference and instructional service, computer-based services, and collection development. This position also serves as the Stamford Campus Library's liaison to undergraduate academic programs in history and political science and fills in at the Circulation Desk as needed. Evening and weekend hours are required.

Minimum qualifications include: ALA-accredited MLS; knowledge of computer applications in libraries; and excellent written and verbal communication skills.

Desirable qualifications include: Reference experience in an academic or research library; effective teaching and instructional skills; and expertise in client/server Internet applications.

Salary range: University Librarian rank and salary commensurate with experience, to a maximum hiring salary of \$48,000.

Application procedures: Submit a letter of application, resume, and the names, addresses, and telephone numbers of three professional references to:

**Brinley Franklin**  
**Director of Library Services**  
**University of Connecticut Libraries**  
**Box U-5A**  
**369 Fairfield Road**  
**Storrs, CT 06269-1005**

Screening will begin immediately and continue until the position is filled.

For further information about the UConn Libraries or to see a complete job description for this position, see our home page at <http://www.lib.uconn.edu>

*At the University of Connecticut, our commitment to excellence is complemented by our commitment to building a culturally diverse staff. We actively encourage minorities and people with disabilities to apply.*

and operations of the Multimedia Development Lab within the Mitchell Multimedia Center, the Electronic Reserve System, and Web development within the Library. Responsibilities: Assists students, faculty, and staff working on a wide variety of multimedia projects, ranging from the simple to the very complex. Provides technical support for the Electronic Reserve System. Assists in integration of new technologies and new approaches to the delivery of reserve services. Carries out leadership role in Library-wide training for Web authoring, the implementation of departmental Web sites, the creation and management of Web content, and the development of Web policies, procedures, and services. Supervises nine Multimedia Development Lab part-time student assistants, including hiring, training, scheduling, and evaluating. Participates in projects to design and create digital collections, including digital video reserve collections. Collaborates with the head of the New Media Center project at Northwestern University on various emerging technology projects and initiatives. Performs other related duties as assigned. Qualifications: Required: Masters degree from an ALA-accredited program in library science. High degree of familiarity with the Macintosh and Windows operating systems. Advanced working knowledge of Web-based technologies, the use of the Internet in higher education, and awareness of current trends and developments in the use of the Web to deliver information and services. Demonstrated knowledge of HTML and related standards. Must have excellent written and oral communication skills, the ability to work well with faculty, students, and colleagues, and a proven high degree of initiative. Preferred: Some experience in a public service area of an academic/research library. UNIX computing experience. Basic knowledge of current scanning technology. Experience with computer applications related to graphic design, Web site creation, and Web maintenance. Salary: \$28,200 minimum. To apply: Send a letter of application and resume, including the names of three references, to: Peter J. Devlin, Personnel Librarian, **Northwestern University Library**, 1935 Sheridan Road, Evanston, Illinois 60208-2300. Applications received by April 30, 1999, will receive first consideration. Northwestern University is an Equal Opportunity/Affirmative Action employer. Employment eligibility verification required upon hire.

**OUTREACH SERVICES LIBRARIAN.** Baylor University Libraries. New faculty position. Position Description: The Baylor University Libraries

(URL: <http://diogenes.baylor.edu/Library>) seek an innovative Outreach Services Librarian to supervise the Libraries. Resource Sharing Unit and assist the Head, Library Outreach Services with other outreach services activities. This position will report to the Head, Library Outreach Services. She will manage a unit with five FTE staff and five student assistants which processed 41,739 transactions during 1997/98. Responsibilities include the administration of and participation in the Resource Sharing Unit's daily operations; and, in consultation with the Head, Library Outreach Services, the establishment of goals and priorities for the Unit. The librarian will work with other library faculty to develop and explore new services and technologies for resource sharing and other outreach services, including service to distance education students. The librarian will represent Baylor at local, regional, and national meetings and consortial meetings, including Big Twelve Plus and TexShare and will also serve on University and library committees as appointed. The complete position description is available at <http://diogenes.baylor.edu/Library/outreachdesc.html>. Baylor University is located in Waco, Texas. URL: [http://www.baylor.edu/people/Waco\\_Resources.html](http://www.baylor.edu/people/Waco_Resources.html), a community of 105,000 located halfway between Dallas/Fort Worth and Austin. Qualifications: ALA-accredited MLS; experience with interlibrary loan, commercial document delivery services, OCLC, and online catalogs; experience with the evaluation, installation, and instruction in use of related software; demonstrated speaking, writing, and interpersonal skills; demonstrated commitment to scholarly and professional activities; ability to adopt and manage new technologies; and experience in supervision and training. Highly desired are post-MLS professional library experience; experience with instruction and instructional technologies; and evidence of creativity and initiative. Rank/Salary: Assistant Professor \$30,000+ (dependent on experience) for 12 months, tenure-track. Librarians have 20 vacation days and a standard package of fringe benefits. Texas has no state income tax. To apply: Send letter of application, resume, and at least three references to: Billie Peterson, Chair, Outreach Services Search Committee, **Baylor University Libraries**, PO Box 97148, Waco, TX 76798-7148. Applications will be reviewed as received, and will be accepted until the position is filled. To ensure full consideration of your application, your application should be completed by April 12, 1999. Baylor is a Baptist university affiliated with the Baptist General Convention of Texas. As an Affirmative Action/Equal Employment



# SYRACUSE UNIVERSITY LIBRARY

## Associate University Librarian for Collection Development

This senior position includes responsibility for a \$3.5m collections budget and shared responsibility for the administration of the Library. The incumbent will lead, supervise in selection activities, and participate in evaluating up to 30 selectors, library-wide. Developing digital initiatives will be as important as maintaining print and other acquisitions. Opportunities include developing effective consortial relationships, restructuring the collections organization, and enhancing liaisons with academic schools and departments. The incumbent will work with faculty and others to determine areas of excellence and growth, to be reflected in the Library's collecting patterns. Depending on capabilities and skills, there may be opportunities for operational responsibilities. Full description at: <http://libwww.syr.edu/information/employment/aulcd.htm>

Required qualifications include a graduate degree in librarianship/information studies (ALA-accredited or equivalent); five years of progressively increasing responsibility in a large academic or research library; several years experience managing collections or electronic resources in a research or academic library; commitment to diversity in the workplace; ability to work effectively across organizational boundaries and lead teams to joint accomplishment; effective interpersonal, oral, and written communication skills.

Salary and benefits are commensurate with education and experience. Minimum: \$73,000, with a generous benefits package, including TIAA/CREF (11% University contribution), health and dental plans, tuition remission, life insurance, and other work/life options and benefits.

The University is an independent Research II university with 13 schools and colleges, 800 faculty, 12,000 undergraduates and 5,600 students in graduate and law programs. Library memberships include ARL and RLG, in addition to regional and national consortia. Upcoming projects include digital initiatives and the transformation of space and services in a building now housing science and technology resources. For information about the Library and University, see <http://libwww.syr.edu> and <http://www.syr.edu>

The City of Syracuse, located in the rolling hills of upstate New York, is 280 miles northwest of New York City, between the Finger Lakes and the Adirondack Mountains. Cultural opportunities abound, including a symphony orchestra, an art museum, an Equity theater, and other classical and popular performing arts.

Send letter of application, resume, names of three references, and a copy of a recently prepared publication or working document to: **Search Committee for Associate University Librarian for Collection Development, Syracuse University, Office of Human Resources, Syracuse University, Syracuse, NY 13244-5300. Applications received by April 15, 1999 will receive first consideration.**

*Syracuse University is an equal opportunity/affirmative action employer.*

Opportunity Employer. Baylor encourages minorities, women, veterans, and persons with disabilities to apply.

**REFERENCE/INSTRUCTION LIBRARIANS.** (Two positions available.) (10-month appointments) The California State University Hayward Library seeks two librarians, one with an emphasis in the physical sciences and the other with an emphasis in business, to help support the instructional, reference and

research needs of its culturally diverse campus. Responsibilities: Librarians teach for-credit courses and provide in-class lectures, develop the Library's collections and services in physical science or business, work in a cooperative centralized reference environment requiring evening and weekend hours, participate in rotational duties at the Contra Costa campus, and are expected to meet criteria for reappointment, tenure, and promotion. Qualifications: Graduate degree from an ALA-accredited institution, demonstrated ability to work with

## SCIENCE LIBRARIAN

### Illinois Wesleyan University

Illinois Wesleyan University seeks applicants for a tenure-track faculty Science Librarian beginning in August 1999. IWU is a nationally ranked undergraduate university of 2000 students that strives to provide high quality liberal arts education. The library maintains a strong commitment to both public service and the integration of technology in all aspects of library research. The principal responsibilities of this twelve-month appointment include liaison activities with science departments (biology, chemistry, computer science, math, physics, psychology) including collection development and management, discipline-related instructional sessions, and responsibility of database searching. Shares reference work including some nights and weekends, and information literacy instruction. Additional library responsibilities assigned depending on the strengths and experiences of the successful candidate.

Requirements: MLS degree from an ALA-accredited library program with a preference for a second masters degree in one of the sciences. Knowledge of information technology, experience in print and electronic reference work, and undergraduate library instruction are desired. Also regarded as beneficial is experience or interest in government documents, serials management, or web page development. Candidates should have the ability to work independently and collegially; excellent interpersonal and communication skills; interest in innovation and adoption of library technology; and a commitment to the service role of the library in the academic setting.

Screening of candidates will begin immediately and will continue until the position is filled, with appointment expected by August 1, 1999. Send letter of application, vita and three references to:

**Sue Stroyan**  
**University Librarian**  
**Sheehan Library, PO Box 2899**  
**Bloomington, IL 61702-2899**

Visit the library web site: <http://www.iwu.edu/library> and the University employment page <http://www.iwu.edu/~iwujobs/>

*Illinois Wesleyan is an equal opportunity employer.*

## ENGINEERING LIBRARIAN

### The University of California, Riverside

The University of California, Riverside Library welcomes applications for the position of Engineering Librarian.

The Engineering Librarian works closely with faculty and students in the College of Engineering to determine and meet service needs. Provide scheduled reference service in all science and engineering disciplines, research consultation, electronic reference service, and online searching. Provide non-traditional and traditional reference service and consultation. Participate in evening and weekend reference rotation in the Science Library. Develop in-person and web-based instructional resources with a particular focus on those which meet the needs of the College of Engineering, such as guidance for students undertaking senior design projects. Advise on special projects in the College of Engineering. Perform collection development for engineering disciplines including selection of information resources, storage and weeding decisions, and working closely with faculty liaisons. Maintain a close working relationship with other science librarians.

**REQUIRED:** Graduate degree in Library Science. Experience with print and electronic information sources and services. Understanding of the information needs of engineers and scientists. Experience with web page development and maintenance. Strong interpersonal skills.

**PREFERRED:** Engineering or physical sciences degree. Experience in collection development in a science discipline. Experience providing public service in an engineering or science environment. The successful candidate will be appointed to the Librarian series at a salary level appropriate to the candidates qualifications and experience. Appointment range: \$33,732-\$46,344. Librarians are academic appointees and accrue vacation at the rate of two days/month and sick leave at the rate of one day/month. The University offers a broad range of benefits and an excellent retirement program. Open until filled. To ensure consideration, send a letter of application, complete resume, and the names and addresses of three references by **May 1, 1999** to:

**John W. Tanno**  
**AUL**  
**University of California**  
**P.O. Box 5900**  
**Riverside, CA 92517**

# UNIVERSITY LIBRARIAN

## Mercer University

Mercer University invites applications and nominations for the position of University Librarian. Founded in 1833, Mercer University is a Baptist-related, comprehensive university of 7,000 students with eight schools and colleges in Macon and Atlanta, Georgia, and four extended education centers. The University Librarian is responsible for overall leadership and operations of the University Libraries [Main Library (Macon), Swilley Library (Atlanta), and four Extended Education Center libraries] and chairs the Division of Library Services, an academic unit comprised of faculty ranked librarians. The University Librarian reports to the Senior Associate Provost, sits on the Undergraduate Council, and represents the University Libraries and the Division of Library Services on other committees.

The University Libraries support undergraduate, master's, and specialist degrees in liberal arts, business, education, and engineering. Swilley Library also supports doctoral-level programs of the School of Pharmacy and graduate programs in the School of Theology. The University Libraries share an Innovative Interfaces, Inc. system and host technologies such as GALILEO (a state-wide library initiative providing over 120 Internet-based databases), ARIEL, local area networks and other technologies for resource sharing. Collectively, these libraries hold 404,000 volumes, 1300 journal subscriptions, with 18 professional staff and 27 support staff. The Schools of Medicine and Law operate separate libraries within each school.

We seek an experienced academic librarian with a clear vision of the significance of the libraries to academic programs; a commitment to the teaching role of libraries; a commitment to liberal and professional education; and an understanding of the trends in higher education and the related roles of libraries. The successful candidate should demonstrate a strong commitment to scholarship and teaching and to continuing professional growth; excellent leadership ability that includes planning and evaluation, strong service orientation and practice; knowledge of information technology with understanding of its management; and, a broad understanding of university operations and the positive contributions that the university libraries should make to overall university endeavors.

The candidate should hold an accredited MLS degree and have at least seven years of varied experience, including successful administrative experience as a library director or head of a large library department. All other qualification factors being equal, a second master's or Ph.D. degree is highly preferred.

Non-tenure-track faculty appointments available July 1, 1999. Salary is commensurate with qualifications and experience. Review of applications will begin on **March 31, 1999**, and continue until the position is filled. Please send a letter addressing your qualifications a resume, and names of five references with addresses and telephone numbers to:

**Peggy H. DuBose**  
**Senior Associate Provost**  
**Mercer University**  
**Macon, GA 31207**  
**Mercer's Web Site: [www.mercer.edu](http://www.mercer.edu)**

*Mercer University is an AA/EOE/ADA employer. Women and minorities are encouraged to apply.*

faculty and students in a culturally diverse environment, excellent interpersonal communication skills, and demonstrated skill in using electronic information resources. Preference will be given to applicants with a degree in (or having significant experience working with) a physical science or business discipline; with experience in reference, instruction, and collection development in an academic library, and with a demonstrated commitment to service excellence. Rank and Salary: Senior Assistant Librarian; Minimum salary: \$37,956 for 10 months. Anticipated start date is September 1, 1999. Review of applications will begin April 15, 1999; applications will be accepted until the positions are filled. EOE/AA. Submit a letter summarizing your ability to meet the requirements of the position, a complete current vita, graduate transcripts, and three letters of recommendation (including phone numbers and e-mail addresses) to: Office of the Library Director, University Library, California State University Hayward, Hayward CA 94542, (510) 885-3664; Fax: (510) 885-2049. For fuller position description, see: <http://www.library.csuhayward.edu/jobs.htm>.

**REFERENCE LIBRARIAN.** Georgetown University. Responsibilities: Provide research and reference assistance to students, faculty, staff, and the general public in effective use of library resources in the social sciences, business, and humanities. Perform collection management responsibilities for print and electronic materials in one or more social science fields, and serve as liaison to one or more academic departments. Provide general reference desk service using print and electronic resources (includes night and weekend hours); develop instructional materials and participate in both classroom and one-on-one instruction. Required qualifications: MLS from an ALA-accredited program; recent experience with reference services in an academic setting and broad knowledge of electronic resources; demonstrated interest or experience in a social science field; interest and enthusiasm for library instruction; ability to teach Internet searching; excellent communication and interpersonal skills; potential to excel as a team member in a dynamic and challenging academic library environment. Desired: Advanced degree in a social

# ASSOCIATE UNIVERSITY LIBRARIAN

## Fordham Health Sciences Library

The Wright State University Libraries seek an experienced health sciences librarian to provide leadership and creativity in the development and delivery of public services to the users of the Fordham Health Sciences Library. The Fordham Library contains 115,000 bound volumes, 1,300 current serial titles, 3,200 audiovisual items, more than 12,000 microforms, and various special collections as well as the archives of health sciences programs.

The Fordham Health Sciences Library serves as the primary library for students in the School of Medicine, School of Professional Psychology, and the College of Nursing and Health. In addition, it supports several graduate programs in the College of Science and Mathematics.

The Wright State University Libraries are administered by the University Librarian and include the Fordham Health Sciences Library; the Paul Laurence Dunbar Library (590,000 bound volumes, 4,000 current serial titles, 1,000,000+ microforms, 350,000 government documents, 4,000+ audiovisual items); the Music Library (1,775 volumes, 20,000 scores, 6,000+ musical recordings); and the Lake Campus Library (30,000 volumes, 139 current serial titles).

**RESPONSIBILITIES:** Administers all public services activities in the Fordham Library, including reference, instruction, interlibrary loan, circulation, and audiovisual and computer education services. Monitors budget and oversees all operations of the Fordham Library. Manages and supervises staff of 6.5 librarians, 8.5 FTE classified staff, and 6 FTE student assistants. Collaborates with the heads of centralized University Libraries' departments that administer collection development, special collections, technical services, and computing services for the entire library system. Reports to the University Librarian and is a member of the senior administrative council for the University Libraries. Serves as liaison to the administration and faculty of the School of Medicine, School of Professional Psychology, and the College of Nursing and Health. Assumes active role in local, regional, and national health sciences library organizations, with special emphasis on outreach to colleagues of the WSU Affiliated Hospital Libraries in the Dayton area. Participates in meetings and activities of the other academic health sciences libraries in Ohio.

**QUALIFICATIONS:** Required: ALA-accredited MLS.

Minimum of five years of proven leadership in public services (reference and instruction) in a health sciences library. At least three years of increasingly responsible administrative experience. Supervisory experience. Excellent interpersonal and communication skills. Demonstrated effectiveness in fostering teamwork and being an effective team member. Proven ability to promote cooperation and collaboration among library units. Thorough knowledge of issues and trends in health sciences librarianship. Strong record of activity and achievement in the profession.

**PREFERRED:** Experience in an academic health sciences library. Member of Academy of Health Information Professionals. Additional graduate degree. Environment: Wright State University, founded in 1967 and named for Dayton's aviation pioneers, Orville and Wilbur Wright, is located ten miles east of the city of Dayton, a metropolitan area of nearly one million people. The University serves approximately 16,000 students (12,000 undergraduates and 4,000 graduate students) with 100 undergraduate and 40 graduate programs offered through six colleges and three schools. Wright State's health sciences programs are community-based, using a variety of Dayton area hospitals and health care institutions for their clinical instruction. The University Libraries have been active participants in OhioLINK since its founding in 1992. The Libraries have developed an integrated information network, LIBNET, that incorporates WSU, OhioLINK, and Internet resources ([www.libraries.wright.edu](http://www.libraries.wright.edu)).

**SALARY:** \$46,300 (minimum). Benefits include 22 vacation days/year, 10 holidays, health and dental plan, state retirement system, tuition remission plan, and paid life and disability insurance.

**APPLICATION:** Send letter of application, resume, and names of three current references to:

**Chris Watson**  
126 Dunbar Library  
Wright State University Libraries  
Dayton, OH 45435  
E-mail: [chris.watson@wright.edu](mailto:chris.watson@wright.edu)

Fullest consideration will be given to applications received by April 9, 1999.

*Wright State University is committed to a policy of equal opportunity and affirmative action, and specifically encourages applications from members of underrepresented groups.*

science field; working knowledge of one or more European languages; knowledge of HTML authoring. Salary: Minimum salary is \$38,357. Academic status. Generous vacation, insurance and retirement plans. Review of applications will begin April 12, 1999. Applications will be accepted until position is filled. To apply: Send cover letter, resume, and the names, addresses, and telephone numbers of four references to: Phyllis Barrow, Room 523, Lauinger Library, Georgetown University, 3700 O St., N.W., Washington, DC 20057-1174. Georgetown University is an affirmative action, equal opportunity employer.

**REFERENCE LIBRARIANS.** The Health Sciences Library at East Carolina University in Greenville, North Carolina is seeking experienced reference librarians to contribute as faculty in one or more of the following areas: electronic resources, information technology and web design and development; clinical information services; and education services including distance education, instructional design, writing, editing, and graphics. Appointees will be assigned duties that reflect the needs of the library and the skills, experience, and interests of the individual faculty member. Required: ALA-accredited master's degree and minimum two years experience, preferably as a reference librarian in an academic health sciences library. Consideration given to candidates holding an ALA-accredited master's degree whose combined library experience, skills, and knowledge are equivalent to a minimum of two years or who offer unique strengths and experiences in technical areas being sought. Salary: Minimum \$30,000, DOE. Screening begins on March 5, 1999; applications accepted until positions filled. Send letter summarizing qualifications, curriculum vitae, and three letters of reference to: Kemple Dunn, Health Sciences Library, East Carolina University, Greenville, NC 27858-4354. Official transcripts are required upon employment. Applicants must comply with the Immigration Reform and Control Act. ECU is an EEO/AA university and accommodates individuals with disabilities. See our website at [www.hsl.ecu.edu](http://www.hsl.ecu.edu) for more details.

**SCHAFFNER REFERENCE AND INSTRUCTION LIBRARIAN.** Northwestern University Library. Summary. Located on the downtown Chicago campus, the Schaffner Library serves over 3000 students enrolled in the University's evening programs. The Schaffner Reference and Instruction Librarian participates in all public services activities including library instruction, reference, Web page design, and development of new services to meet user needs. Also participates in some circulation, materials selection, and technical services activities. The position requires evening and weekend hours as needed. Responsibilities: Provides a variety of public services. Teaches in the library's course-related user education program; provides reference service using electronic and print resources (schedule includes two evenings a week); promotes Schaffner services through orientations and workshops; participates in circulation desk activities as needed. Actively participates in the promotion of continuing innovation within Schaffner, including development of new services utilizing electronic media; communicates those activities to Northwestern University and the profession. Writes and maintains Web pages to support library services, especially the course-related Class and Academic Web Pages project. Participates in some technical services activities, including updating of internal databases and communicating with technical services staff in the Northwestern University Library. Assists in the selection and maintenance of Schaffner's collections. Qualifications: Required qualifications include a master's degree from an ALA-accredited program; a minimum of one year of academic/research library experience, including reference and library instruction; experience with the use of electronic resources; and excellent communication skills. Desired qualifications include experience in creating Web pages and knowledge of or interest in the provision of services to adult students in an extended campus environment. Salary: \$28,200 minimum. To apply: Send a letter of application and resume, including the names of three references to: Peter J. Devlin, Personnel Librarian, Northwestern University Library, 1935 Shelburn Road, Evanston, Illinois 60208-2300. Applications received by April 30, 1999, will receive first consideration. Northwestern University is an Equal Opportunity/Affirmative Action employer. Employment eligibility verification required upon hire.

**SCIENCE LIBRARIAN.** Stephen F. Austin State University in Nacogdoches, Texas seeks a librarian for the position of Reference Librarian/Sciences. Salary minimum \$31,000 (negotiable, based on qualifications). Tenure-track position with academic contract. Excellent benefits package, including optional retirement plan. The Science Librarian is one of seven professional and two support staff in the Reference Department, serving a predominately undergraduate student population of 12,000 in pine-forested East Texas. Required qualifications: Master's degree in library or information science from an ALA-accredited program; undergraduate degree in the life or physical sciences, or demonstrated knowledge of the sciences; excellent oral and written communication skills; flexibility to manage a broad variety of responsibilities and to work effectively with others; ability to work with electronic information sources in a networked environment. Responsible for: Providing reference service in person and using electronic means; collection development and faculty liaison; library instruction in information literacy. To apply: Please mail

letter, resume, and the names, addresses, and telephone numbers of three references (including immediate supervisor) to: Alvin C. Cage, Director of Libraries, POB 13055, SFASU, R. W. Steen Library, Stephen F. Austin State University, Nacogdoches, TX 75962-3055; (409) 468-1414. Position available immediately. Applications will be accepted until position is filled. Visit Steen Library's homepage at <http://libweb.sfasu.edu>. SFASU is an AA/EEO employer.

**SCIENCE LIBRARIAN.** Newly Created Position to start August 1999. Middlebury College Library invites applications for a full-time Science Librarian. The College has a strong commitment to the teaching of the liberal arts and sciences. A new science building housing the departments of biology, chemistry, geography, geology, physics and psychology will be ready for occupancy Fall 1999 with new quarters for the branch Science Library. We are seeking an innovative, dynamic, and forward-looking individual to provide leadership for the delivery of information services. The Science Librarian will report directly to the College Librarian. Responsibilities: Responsible for overall management of the Science Library, including analyzing existing and emerging needs and setting objectives, budgeting, supervising science library staff, and coordinating services with other library units. Interacts with faculty and students to identify and anticipate information needs and deliver reference services, including bibliographic instruction, individual research consultations, and library guides on the WWW. Performs collection development for the sciences. Maintains and develops a sizable map collection. Participates in faculty liaison program. Coordinates with the Information Technology Specialist, Sciences, and the GIS Specialist to help develop and support the application of information resources and technology in the curriculum. Education and qualifications: Master of Library Science degree from an ALA-accredited program and an undergraduate degree with a major in biology, chemistry, geology, physics, physical geography, psychology, or environmental sciences required. Master's level coursework in any of the stated fields is desirable. Minimum of two years post-MLS experience in an academic library including reference, supervision, and management experience, or equivalent, required. Demonstrated strong interpersonal skills in working with faculty, staff, and students. Demonstrated ability to manage and supervise staff. Familiarity with use and application of microcomputers in a fully networked campus environment and facility with current applications of computers in science libraries required. Evidence of effective analytical and organizational skills. Benefits and salary: Salary is competitive. Comprehensive benefits package, including 24 vacation days annually, plus holidays, and TIAA/CREF retirement program. Application: Review of applications begins May 10, 1999, and will continue until the position is filled. Send letter of application, resume, and names, phone numbers and e-mail addresses of three professional references to Middlebury College, Human Resources Office, Service Building, Middlebury, VT 05753; Fax: (802) 443-2058. Please do not respond or apply electronically. Middlebury College information: <http://www.middlebury.edu>. Full position description at <http://www.middlebury.edu/~lib/libwebnew.html>. Middlebury College is an AA/EEO/ADA employer.

**SOCIAL SCIENCE REFERENCE AND ELECTRONIC RESOURCES LIBRARIAN.** Washington State University, Pullman, Washington. Currently vacant. Specific responsibilities: Provide general reference in the humanities, social sciences, and business. Provide specialized reference in assigned subject areas. Perform collection development in sociology, child and family studies, and other assigned areas. Act as library liaison to the Sociology and Human Development departments. Provide general bibliographic instruction sessions, and specialized sessions in assigned areas. Monitor and maintain access to electronic resources. Aid subject specialist librarians in the selection of electronic resources. Aid librarians in the use of statistics generated by the library catalog, online databases, and other resources. Qualifications: Required: ALA Accredited MLS or its foreign equivalent. Degree or collection development experience in the social sciences. Reference experience in an academic, research, or large public library. Strong understanding of the issues created by the use of CD-ROMs, online databases, and PCs networked in a public service environment. Demonstrated creative use of technology in problem-solving. Preferred: Degree in sociology or human development. Teaching or bibliographic instruction experience. Experience with Windows NT. Experience with Innovative Interfaces, Inc. products. Knowledge of relational databases. Working knowledge of statistical software such as SPSS, SAS, Minitab, etc., or proven use of database software for statistical purposes. Salary: From \$30,000 commensurate with qualifications and experience. Rank: Librarian 2; faculty status. Other Benefits: TIAA/CREF, broad insurance program, 22 days vacation and 12 days sick leave per year. Application review begins: April 30, 1999. Send letter of application, resume, and names, complete mailing addresses, and telephone numbers of three references addressed to: Donna L. McCool, Associate Director for Administrative Services, Washington State University Libraries, PO Box 645610, Pullman, WA 99164-5610. WSU Libraries' Home Page is: <http://www.wsulibs.wsu.edu>. WSU is an EEO employer. Protected group members are encouraged to apply.

**SPECIAL COLLECTIONS LIBRARIAN.** The University of Texas at San





## University Librarian

Chapman University seeks an energetic and visionary leader to serve as University Librarian. This position offers an opportunity for a talented library professional with strong academic interests, demonstrated skill in library administration and experience in fund raising to work with the university community in shaping the library for a successful and rapidly strengthening university of the twenty-first century. The successful candidate, in addition to directing traditional library services and collections, will have the opportunity to initiate ambitious programs to improve services, collections and facilities, and to continue the university's advances in integrating state-of-the-art information technologies in its library system. The new University Librarian, who will report directly to the Provost, can expect strong administrative support for initiatives to improve the library, as evidenced by the current capital campaign giving the library the highest fund raising priority.

Chapman, an independent, comprehensive university offering undergraduate, master's and doctoral degree programs, is the premiere independent alternative to public institutions in Orange County, CA. The university, with a strong track record of planned growth while maintaining an excellent academic reputation, is an exciting, dynamic environment where people of talent, vision and integrity are able to contribute substantively to the future of the institution. The Orange campus, located 30 miles southeast of Los Angeles in a culturally diverse community, serves approximately 2500 undergraduate and 1000 graduate students, while twenty Academic Centers throughout the western U.S. serve approximately 3500 students primarily in professional graduate programs.

*Qualifications:* A.L.A. accredited M.L.S. and master's degree in an academic discipline are required; Ph.D. preferred. Also required: demonstrated experience in academic library administration and the use of information systems in support of library functions. Recommended: experience providing library support to a diverse student body, a significant fund-raising record, including extra-mural grants, and evident ability to articulate a coherent vision of an academic library to a wide audience. The successful candidate will demonstrate exceptional communication skills, experience in collection development and the ability to respond to student and faculty needs in a growing university.

*Responsibilities:* The University Librarian provides leadership, supervision and budgetary oversight in all aspects of the university library, including (i) developing, communicating and implementing a vision of the library and a strategic plan for the library within the context of the university's strategic plan, (ii) acquiring resources, including extra-mural grant writing and private fund raising, needed to support library programs and facilities, (iii) planning, with active engagement of the faculty, for curricular and programmatic needs, (iv) coordinating efforts with the Office of Academic Computing to meet the information technological needs of students and faculty, (v) developing special collections (vi) staffing of the library, (vii) overseeing an extensive inter-campus library information systems network.

*Applications and nominations:* Nominations are welcome. Review of candidates will continue until the position is filled.

Submit cover letter, resume, evidence of qualifications, and a list of four references (including telephone numbers and email addresses) to:

**Professor M. Andrew Moshier**  
**University Librarian Search Committee**  
**Chapman University, Orange, California 92866**

Send e-mail questions to [ulsearch@chapman.edu](mailto:ulsearch@chapman.edu). See <http://www.chapman.edu> for further information about Chapman and the library.

Chapman University values diversity and is committed to providing equal career opportunities to all individuals.

Antonio Library seeks applicants for Special Collections Librarian, to direct a center of rare books and manuscripts. The UTSA Special Collections unit focuses primarily on San Antonio, Texas, and the Southwestern United States, Spanish Colonial Mexico, and the Pacific Northwest. The unit coordinates closely with the Archives unit. More information on the collections is available on the UTSA Library home page at: <http://www.lib.utsa.edu>. Duties: Responsible for developing and maintaining collections, for providing reference and instructional services, for promoting the use of the collections among campus, local, and other scholarly communities. Seeks outside support for special projects, writes grant proposals, and manages grants. Participates in planning and policy making for the Special Collections and Archives Department. Fosters donor support and patron relations, provides outreach services with speeches, exhibits, and tours. Quali-

fications: Required: ALA-accredited MLS degree and excellent reading knowledge of Spanish. Minimum two years of relevant experience in a special/rare book collection. Preferred: Background in Texas, Southwest, and Spanish colonial history. Experience in a supervisory capacity. Instruction/presentation experience in an academic setting. Experience in writing and/or administering grants. Position Available: June 1, 1999. Salary: \$30,000 minimum for a 12-month appointment. Application: Send letter addressing qualifications and interest, resume, names, and current addresses and telephone numbers of five references. Apply to: Michael Kelly, Director of Libraries, **The University of Texas at SA**, 6900 N. Loop 1604 West, San Antonio TX 78249-0671. Review of applications will begin May 1, 1999, and will continue until the position is filled. UTSA is an EEOA employer. Women, minorities, and persons with disabilities encouraged to apply.

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## Late Job Listings

**CHAIR, TECHNICAL SERVICES DEPARTMENT.** Responsible for the overall progress and quality of support offered by the units in the department, for providing leadership in the units continued development, and contributing leadership to the development of the library as a whole. Technical services units are Automation, Cataloging, Collection Management, Current Periodicals/Bindery, Order Section, and Serials Sections. Additional responsibilities include selling goals and planning for their implementation and assessment, evaluating new services and technologies, personnel management, and budgeting. May participate in other appropriate departmental activities. Reports to Dean of Library Services and serves as a member of the library's Administrative Cabinet, the Technology Implementation Group, and other committees. Required: MLS from an ALA-accredited program; a minimum of five years of experience in one or more technical service areas at a medium-sized or larger academic institution, including several years of progressively responsible experience in managing a technical service unit; experience working with a major automated system, such as NOTIS; demonstrated familiarity with a bibliographic utility, such as OCLC; demonstrated training and supervisory skills; expertise with standard office software as well as experience with web and other electronic resources and services; ability to communicate effectively, orally and in writing, in English; ability to work with diverse groups in an urban academic setting. Preferred: Experience supervising librarians in an academic institution; evidence of interest in publication and professional activities; experience developing web-based services. Beginning salary: \$40,000 to \$45,000 at the Assistant or Associate Librarian rank, depending on qualifications and experience. Librarians at the University of New Orleans are tenurable academic appointees enjoying full faculty status and responsibilities, including teaching, research, and service. Liberal fringe benefits. Send letter of application with resume, and names, addresses, and telephone numbers of three professional references to: Jill B. Fatzer, Dean of Library Services, Earl K. Long Library, **University of New Orleans**, New Orleans, LA 70148. Applications received by May 1, 1999, will receive priority consideration. EE/AA employer.

**BUSINESS REFERENCE LIBRARIAN** (search reopened). Georgia State University, a dynamic urban university in the heart of Atlanta, is seeking an energetic, knowledgeable and forward-looking individual to serve as liaison to the J. Mack Robinson College of Business. The College's part-time program was recently ranked fourth best in the country, and it has received a \$10 million endowment. Successful candidates will develop library collections, participate in the delivery of information and instructional services, and provide customized research support and consultation services for faculty and students in the area of business. Business Reference Librarian (Position #0070). Specialization in one or more of the subject areas of business. Available: June 1999 Requirements: Ability to work in a progressive organizational environment; excellent communication and interpersonal skills; ALA-accredited master's degree and library experience; familiarity with resources in a variety of formats; knowledge of collection development issues and trends; skilled in use of technology. Highly Preferred: second master's degree and/or extensive experience in assigned subject area; experience in an academic library; demonstrated interest in research and professional activities; evidence of creativity and initiative. Salary: \$31,000 - \$39,000 for 12 months commensurate with the candidate's experience. Appointment at a faculty rank, on a contract renewal basis. To Apply: Send letter addressing above qualifications, resume and names, addresses, and phone numbers of three references. Earnestine Collier-Jones, Administrative Coordinator, **Georgia State University**, 100 Decatur Street, SE, Room 205, Atlanta, GA 30303-3202. Materials received by May 15, 1999 will receive priority. For more information, please visit our web site at [www.gsu.edu](http://www.gsu.edu). Georgia State University is an equal opportunity educational institution/affirmative action employer strongly committed to cultural diversity.

**LIBRARIAN, REFERENCE/INSTRUCTION.** (2 positions.) The University of Wisconsin-Parkside, Kenosha, Wisconsin seeks two Reference/Instruction Librarians, to begin July 1, 1999. The successful candidates will provide reference service to users; serve as liaisons to several faculty departments for purposes of library instruction and collection development; develop print and technology-based instructional materials; and participate in additional outreach and instruction programs. Required: Graduate library degree from ALA-accredited library school. Complete position announcement and application process appear at: <http://www.uwp.edu/admin/academic.affairs/openpositions.html>. Candidates are required to access this Web site and follow application instructions. **The University of Wisconsin-Parkside** is an AA/EEO employer and specifically invites minorities, women, Vietnam-era veterans and disabled persons to apply.

**CATALOGING LIBRARIAN.** Reporting to the Head Technical Services Librarian, the Cataloging Librarian is responsible for original and complex adaptive cataloging for monographs, serials, and nonprint materials. Catalogs material primarily in the subject fields of business and economics. Assists in maintaining the online catalog through corrections and updates. Assists in developing, documenting, and implementing cataloging procedures. Serves as a cataloging resource person for other Technical Services staff. Serves as a member of the Library's Reference Team, providing Information Desk coverage as needed, including evenings, weekends and holidays. MLS or equivalent training and experience is required. Original cataloging experience required. Knowledge of current cataloging practice, including knowledge of AACR2r, LCRI, LCC, LCSH, USMARC bibliographic formats, and authority control is required. Excellent organizational and communication skills. Salary: \$37,000-\$68,000, depending on qualifications and rank. Contact: Search Advisory Panel B, J. Hugh Jackson Library, Graduate School of Business, **Stanford University**, Stanford, CA 94305-5016, or via e-mail to [Jackson.library@gsb.stanford.edu](mailto:Jackson.library@gsb.stanford.edu). (Include Search Advisory Panel B in subject line) Stanford is committed to the principle of diversity and welcomes applications from all people including women, members of ethnic minorities, veterans, and disabled individuals. Applications accepted until position is filled. For full position description, see: <http://wesley.stanford.edu/library/jobs/catvac.html>.

**DIRECTOR OF SPECIAL COLLECTIONS AND ARCHIVES.** Bowdoin College seeks a dynamic Director of Special Collections and Archives to supervise and coordinate operations related to these distinguished collections of rare books, manuscripts and archival material. Reports to the Librarian. Collections are comprised of 25,000 rare book volumes, plus 1,800 linear feet of archival material, 2,300 linear feet of manuscript collections and 900 linear feet of the George J. Mitchell Collection for a total of 5,000 linear feet of boxed papers. Special Collections include book, manuscript and other materials by and about Nathaniel Hawthorne and Henry Wadsworth Longfellow, both of the class of 1825, early printed versions of the Greek and Latin classics, European engravings, early maps of the Americas, examples of fine printing in Maine and elsewhere, an extensive collection of 18th and early 19th century books, the elephant-folio edition of John James Audubon's *Birds of America*, books, periodicals and pamphlets of the French Revolution, and the papers of Senator George J. Mitchell, class of 1954 and retired Senate Majority Leader. Archives material includes institutional records related to the College's 205 year history. Responsibilities include long-range planning, developing, preserving and protecting collections, renovations planning for Special Collections and Archives, leading efforts to integrate collections use into the curriculum, helping to plan a major retrospective rare book cataloging project, planning and implementing an exhibition program, co-coordinating library-wide preservation program, and supervising both professional and support staff. Requirements: MLS from ALA accredited institution or Masters degree in history; knowledge of history of books and printing and antiquarian book trade and preservation theory. Minimum five years in Special Collections required; prefer experience in an academic setting with evidence of assuming increasing administrative responsibilities. Experience with applications of electronic technology to special collections, including automated library systems, bibliographic utilities, MARC format and World Wide Web and other digital access technologies highly desirable. Demonstrated evidence of strong written and oral communication skills, interpersonal skills and a commitment to collaboration and public service required, plus experience with personnel and project management and working in team environment. Knowledge of archival theory and practice and records management skills and some archives experience highly desirable. Founded in 1794, Bowdoin College is a highly competitive liberal arts college of 1550 students, located in mid-coastal Maine, 30 miles north of Portland and 2 1/2 hours north of Boston. Competitive salary and benefits. Applications accepted until position filled. Please submit a letter of interest, resume, and names and telephone numbers of three references to: Manager of Employment, **Bowdoin College**, Human Resources Department, 3500 College Station, Brunswick, ME 04011-8246. Bowdoin College is committed to equal opportunity through affirmative action.

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[www.gaylord.com/automation](http://www.gaylord.com/automation)