

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 \$10.85 per line for institutions that are ACRL members, \$12.95 for others. Late job notices are \$24.95 per line for institutions that are ACRL members, \$30.45 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$500 to \$925 based upon size. Please call for sizes and rates. Or see our Web site: <http://www.ala.org/acrl/>.

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 dis-

criminatory 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 Web at <http://www.ala.org/acrl/jobs>. Ads will be placed approximately four weeks before the printed edition of C&RL News is published.

Contact: Elise Parker, 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: c&rlnnewsads@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 life-style, or national origin." By advertising through ALA services, the organization agrees to comply with this policy.

POSITIONS OPEN

BIBLIOGRAPHIC CONTROL/DATABASE MAINTENANCE LIBRARIAN. The Scarborough-Phillips Library at St. Edward's University in Austin, Texas, seeks an energetic, service-oriented librarian to provide leadership and expertise in coordinating bibliographic access to all of the library's resources. The successful candidate will have strong interpersonal skills, the ability to work independently as well as with others, flexibility, organizational skills, and the capability to work in an environment where decision making is a shared process. Full description and requirements available at: <http://www.stedwards.edu/hr/jobs.htm>.

CATALOGER. Utah State University (USU) Libraries is seeking energetic, qualified applicants for a Cataloger position. Entry-level Cataloger Position: Catalogs all formats in assigned subject areas using OCLC and LC classification. Other responsibilities include authority control, database maintenance, and quality control. Qualifications Required: MLS from ALA-accredited program; cataloging experience or course work using a bibliographic utility, preferably OCLC, AACR2, MARC formats, LC subject headings, and LC classification. Desired: Recent cataloging experience in an academic library; familiarity with metadata formats such as Dublin Core, HTML, etc.; experience using OCLC, Horizon, CatME; proficiency using desktop applications; ability to work well independently and as part of a team; attention to detail; ability to provide effective and friendly service; effective time-management and decision-making skills; flexibility; willingness to investigate and experiment with new technology; excellent writing and organizational skills; and reading knowledge of one or more foreign languages. Salary and Benefits: Salary is \$29,000 plus an excellent benefits package including insurance, TIAA-CREF, 22 days of vacation and 12 days of sick leave. This is a 12-month professional position. Utah State University is a Land Grant and Carnegie Research-Extensive institution serving a student population of 20,000. It is situated in a mountain valley 80 miles north of Salt Lake City and offers a variety of cultural and outdoor recreational opportunities. USU is an affirmative action, equal opportunity employer and is sensitive to dual career accommodation. To Apply: Please send a letter of application, résumé, and the names, e-mail and mail addresses, and phone numbers of three professional references to: Search Committee, c/o Trina Shelton, University Libraries, Utah State University, 3000 Old Main Hill, Logan, UT 84322-3000; phone: (435) 797-2631; fax (435) 797-2880. Review of applications will begin March 31, 2004, and will continue until the position is filled.

DIRECTOR OF LEARNING RESOURCES. Modesto Junior College/Yosemite Community College District. Educational Administrator. Salary Range: Range 36, \$6,000 to \$7,292 per month, plus \$2,100 doctorate stipend. Closing date: March 26, 2004. For detailed job description, brochure and application materials, please contact: Human Resources, Yosemite Community College District, P.O. Box 4065, Modesto, CA 95352; phone: (209) 575-6968;

Salary guide

Listed below are the latest minimum starting salary figures recommended by state library associations for professional library posts in these states. The recommendations are advisory only, and ALA has not adopted recommendations for minimum salaries. Job seekers and employers should consider these recommended minimums when evaluating professional vacancies. For additional information on librarian salaries, contact ALA Office for Library Personnel Resources.

Connecticut	\$39,148
Delaware	\$22,500**
Illinois	\$37,408*
Indiana	varies*
Iowa	\$23,911
Louisiana	\$26,000
Maine	varies*
Massachusetts	\$31,362*
New Jersey	\$39,329
North Carolina	\$27,641**
Ohio	\$25,198**
Pennsylvania	\$30,249*
Rhode Island	\$29,800
South Carolina	varies*
South Dakota	\$22,000
Texas	\$33,000
Vermont	\$33,025
West Virginia	\$22,000
Wisconsin	\$32,700

*Rather than establish one statewide salary minimum, some state associations have adopted a formula based on variables such 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.

**These recommendations apply only to public librarians.

fax (209) 575-6969; or visit our Web site: www.yosemite.cc.ca.us/cs/job.

DIRECTOR OF LIBRARY SERVICES. Gordon College, Wenham, Massachusetts, seeks qualified candidates for Director of Library Services. This position carries faculty rank. Minimum qualifications include an MLS from an ALA-accredited program and a second advanced degree or substantial experience in an academic environ-



DEAN OF LIBRARIES AND LIBRARIAN OF THE COLLEGE

Dartmouth College

Dartmouth College invites nominations and applications for the position of Dean of Libraries and Librarian of the College. We seek to appoint an energetic leader to guide an accomplished staff with a reputation for high-quality scholarly support. She or he should be a skilled manager who understands and is sensitive to the traditional academic library and the innovations and challenges brought to it by rapidly emerging information technologies.

With over 5,800 students and 650 full-time faculty members, Dartmouth College combines the best features of an undergraduate liberal arts college with the intellectual vitality of a research university. The highly selective undergraduate college has been at the forefront of American higher education since 1769. In addition, over 1,500 graduate students are currently enrolled in 16 programs in the arts and sciences and three professional schools: business, engineering, and medicine. Like the liberal arts college, these schools have a long and distinguished history and are among the first established in their respective fields in the United States.

Dartmouth views the libraries as an essential resource to support a varied and demanding curriculum and the research needs of its faculty and students. Dartmouth recently invested over \$65 million in library expansions and consolidation. The libraries presently comprise the Baker-Berry Library, which contains a state-of-the-art media center, the map center, and library administration and central services, plus eight specialized collections located in several academic centers. Together, these libraries house 2.4 million volumes, 26,000 serials, a vibrant and growing sound and film collection, and a substantial rare book and manuscript collection. Dartmouth's digital library system links users to a broad array of databases, thousands of full-text journals, electronic books, and digitized images, and it facilitates direct access to the book collections at Brown, Columbia, Cornell, Penn, Princeton, and Yale. The libraries belong to the Digital Library Federation and the Association of Research Libraries and operate within a technically robust networked environment, which includes campuswide wireless access to the Digital Library. The Baker-Berry building is also home to Computing Services—the institution's central computing organization—and the newly created Dartmouth Center for the Advancement of Learning.

The Dean of Libraries oversees an annual budget of nearly \$20 million and about 200 professional staff and support personnel. Dartmouth's libraries are proactively involved in the life of the institution, joining with faculty, for example, to launch new virtual journals such as *Linguistic Discovery*. The Dean plays a creative role in fostering a climate conducive to supporting the scholarly enterprise of diverse faculty, students, and staff; aiding in the recruitment and retention of new faculty; and tending to the development of collections and services. The Dean of Libraries reports to the Provost and will be a member, along with the academic deans, of the Provost's Academic Council.

With primary administrative responsibility for all units of the Dartmouth Library, the Dean of Libraries must have a strong commitment to maintaining excellence in academic research and library services, to working collaboratively with academic and administrative departments, to operating in a technologically sophisticated environment, and to developing the expanding libraries into a center of campus-wide learning.

With an even distribution of male and female students, about a third of the undergraduate student population members of minority groups, and the highest proportion of tenured female faculty in the Ivy League, Dartmouth is committed to diversity and encourages applications from women and minorities. Dartmouth College is an equal opportunity, affirmative action employer. Additional information is available at <http://www.dartmouth.edu>.

Please send a letter of application, a curriculum vitae, and the names of three references. Review of applications will begin **April 15, 2004**, and continue until the position is filled. All applications, nominations, and inquiries should be directed to:

Professor Katharine Conley
Dean of Libraries Search Committee
Dartmouth College
Office of the Provost
6004 Parkhurst Hall, Room 204
Hanover, NH 03755-3529



JAPANESE LANGUAGE MATERIALS LIBRARIAN

University of Michigan

As part of the University of Michigan Library system, the Asia Library supports the research and teaching of East Asian Studies in the University of Michigan community. It also serves as the central processing unit for the cataloging of print materials and electronic information sources in the Chinese, Japanese, and Korean language acquired by the University of Michigan Library system. It maintains one of the most comprehensive research collections on Asian Studies outside of Asia with holdings of more than 600,000 volumes (mostly in Chinese and Japanese), 70,000 microforms, and 250 CD-ROM titles. The Asia Library's CJK (Chinese-Japanese-Korean) Computing Facilities provides OCR, handwriting and voice recognition systems, machine translation, and connectivity to numerous Asian research databases.

Further information, including qualifications and application deadline, may be accessed at: <http://www.lib.umich.edu/hr/employment/japanese.html>.

*The University of Michigan is a
nondiscriminatory, affirmative action employer.*

ment, as well as substantial administrative experience in an academic library. Candidates must be committed Christians, supportive of the mission of a Christian liberal arts education. The starting date for the position is August 2004. Send a letter of interest, vita, and a two-page statement of the role of the library in the context of a Christian, liberal arts environment to: Clifford Hersey, Coordinator of Academic Programs, **Gordon College**, 255 Grapevine Road, Wenham, MA 01984. Phone: (978) 867-4294. For inquiries, contact: chersey@faith.gordon.edu. For further information, visit: <http://www.gordon.edu>.

HEAD LIBRARIAN. The New York Society Library (www.nysoclib.org) invites qualified librarians to apply to succeed its retiring Head Librarian. Founded in 1754, the library serves a subscription membership of 6,000 and has a staff of 12 full-time and 18 part-time employees. Located in a fine landmark building in Manhattan's Upper East Side, it has a collection of 250,000 volumes, several reading and reference rooms, and work areas for members and writers. The library maintains an excellent range of current publications for the general reader, and its distinguished research collection of books, periodicals, and other materials is used by a number of renowned authors and accomplished scholars. With particular strength in the humanities, its collections include items dating from the time of its founding. The library also sponsors frequent lectures and discussion groups. The Head Librarian is responsible for administering and managing the library, supervising the staff and carrying out employment policies, overseeing development of the collections, developing and managing technological systems and resources, setting and implementing annual budgets, and overseeing programs and publications. The librarian reports

PUBLIC SERVICES ARCHIVIST

University of Missouri- Columbia

The University of Missouri (MU) Libraries invite applications from individuals for the position of Public Services Archivist.

Responsibilities include providing public access and reference service to holdings of the University Archives, arranging for duplication of Archives materials at public request, arranging for maintenance of the holdings database, functionally supervising student workers, processing and creating, editing and maintaining archival finding aids and inventories.

QUALIFICATIONS: Requires a graduate degree in history, library science, information science, or other relevant discipline and work experience in an archives or formal course work in archives administration. Requires excellent oral, written, and interpersonal skills; ability to work cooperatively and productively in groups and on individual projects; refined editing and proofreading skills; and the ability to deal with physical work, such as lifting boxes, climbing ladders, and tolerating dirt, dust, and mold.

Additional details about the position can be accessed at: <http://mulibraries.missouri.edu/admin/employopp.htm>. Review of applications will begin on **April 15, 2004**, and continue until the position is filled. Position available July 1, 2004.

*The University of Missouri-Columbia is an
affirmative action, equal opportunity employer.
For ADA accommodations, please contact our
ADA coordinator at (573) 884-7278 (V/TTY).*

directly to the Board of Trustees and advises on and participates in important planning issues. The librarian interacts regularly with members, helps create awareness of the library's resources and reference services, and is actively involved in fundraising. Qualifications: A record of achievement with several years of senior-level supervisory experience; effectiveness in personnel management and ability to maintain a collegial workplace; in-depth understanding of technological applications and resources used by libraries; proven interpersonal, communication, leadership, and organizational skills; experience in developing and implementing operating budgets; interest and ability in maintaining and strengthening the library's diverse collections; a strong public service orientation; dedication to New York City and appreciation for the library's place among its distinguished cultural institutions; an MLS from an ALA-accredited institution or equivalent experience. Other desirable qualifications include an additional advanced degree in the humanities; a record of scholarship; and experience with facilities and renovation issues. Salary will be commensurate with qualifications and experience. A comprehensive benefits package includes medical, dental, and retirement plans. For more information about the library, please visit its Web site: www.nysoclib.org. Applicants should submit a cover letter, a professional résumé, and three references to: **The New York Society Library**, Attention: Charles G. Berry, Chair, Search Committee, 53 East 79th Street, New York, NY 10021; fax: (212) 744-5832.

The George Mason University Libraries seeks applications from energetic, innovative, and team-oriented individuals for the following positions:

Head, Collection Development and Preservation Officer (Search Extended)

Provides leadership for collection development, evaluation, and preservation activities. Coordinates more than 20 selectors in four libraries. Monitors expenditure of collection development/preservation funds (currently ca. \$5M), recommends fund allocations, and participates in the preparation of research materials budget. Manages the libraries' electronic resources licensing operations. Actively engages in related activities for two consortia: VIVA (The Virtual Library of Virginia) and WRCL (Washington Research Library Consortium). Prepares management reports and analyses, obtains collections data, and oversees maintenance of collection development electronic data archive. Manages multiple approval plans and may have subject liaison responsibilities, depending on interest. As preservation officer, leads integration of current preservation activities and develops plans for a new, comprehensive preservation program. Directly supervises 2.5 FTE staff. Position reports to Associate University Librarian for Resources and Collection Management Services.

QUALIFICATIONS: Required: ALA-accredited MLS or recognized foreign equivalent; professional collection development experience in an academic or research library; in-depth knowledge of academic publishing (print and electronic); experience with large-scale or in-depth collection evaluation (such as RLG Conspectus); demonstrated ability to coordinate peer responsibilities in a nonsupervisory team environment; excellent leadership and communication skills; collegial orientation. Preferred: Excellent information technology skills; substantial budgetary experience; demonstrated supervisory experience; electronic resources management or licensing experience; an advanced degree in an academic discipline; preservation experience.

Multi-Media and Liaison Librarian for Interdisciplinary Programs

Works collaboratively with other librarians to build the libraries' media collection, provides leadership in the development of multi-media services, and is responsible for the evaluation of media collections and services. Provides reference, instruction and collection development services, and serves as the liaison librarian to a cluster of interdisciplinary programs such as Film Studies. Provides leadership regarding multi-media initiatives and guidance to support staff responsible for the maintenance of media collections, equipment, services, and media course reserves. Prepares management reports and collects and compiles data regarding media formats and collections. Collaborates with Library Systems Office to implement new multi-media technologies. Reports to the Coordinator of Reference and Instruction Services, Johnson Center Library.

QUALIFICATIONS: Required: ALA-accredited MLS or recognized foreign equivalent; academic library reference/instruction experience; collection development experience; experience with electronic and

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HEAD, BIBLIOGRAPHIC AND METADATA SERVICES.

The University of Nevada, Las Vegas Libraries invites applications for the tenure-track position of Head, Bibliographic and Metadata Services. Responsibilities include the provision of leadership and expertise in cataloging and metadata to a department of three professional catalogers and a number of support staff and student employees. Salary commensurate with labor market, not less than Rank II, \$45,720, or Rank III, \$54,865. Position contingent upon funding. Review of applications will begin immediately. Application details for this position may be obtained by visiting http://hr.unlv.edu/Employment_Svcs/. Affirmative action, equal opportunity employer.

HEAD, MUSIC LIBRARY.

Indiana University Libraries, Bloomington. The head of the William and Gayle Cook Music Library is responsible for leadership and overall management of the library, including oversight for public services, technical services, management of library collections, and supervision and evaluation of staff; coordinates service to the School of Music and other IU faculty, students, and off-campus users; maintains a close relationship with the School of Music faculty and administration and ensures that the priorities of the library match the performance, research, and teaching priorities of the School of Music and the university; maintains a dialogue with users of the music library regarding programs and issues; is responsible for all music library policies and for applying general library policies within the music library; oversees the Variations digital library system (<http://www.dib.indiana.edu/variations/>) and, de-

pending upon qualifications, may teach in the School of Music and as part of the Specialization in Music Librarianship program administered through the School of Library and Information Science; traditionally directs the Specialization program. The Music Library is represented on the School of Music Council by the head of the music library (or by another elected representative from the music library). The head is an ex officio member of the School of Music Instructional Policy Committee, the Information Technology Policy Committee, and the Music Library Advisory Committee, and may be appointed to other School of Music committees as well. Qualifications: MLS degree and graduate degree in music or equivalent combination of education and experience; at least five years' experience in a music library, preferably at an academic or research institution, and substantial experience with music information technology; demonstrated ability to work both creatively and pragmatically in a changing environment; a record of accomplishment in both music librarianship and music information technology using digital library concepts; solid experience in the leadership and supervision of a diverse staff; outstanding oral and written communication skills and interpersonal skills; ability to meet the requirements of a tenure-track position. Salary and Benefits: Salary and rank are negotiable and competitive, depending upon qualifications and experience. This is a tenure-track academic appointment that includes eligibility for sabbatical leaves. Benefits include a university health care plan, TIAA-CREF retirement/annuity plan, group life insurance, and liberal vacation and sick leave. To Apply: Review of applications will begin on March 15, 2004. The position will remain open until filled. Please send

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Web-based resources; knowledge of multi-media technologies; excellent communication skills and ability to work collaboratively in a team environment. Preferred: Experience developing multi-media collections; facility using HTML and development of Web pages; and second master's degree in relevant subject field.

Planning, Assessment and Programmatic Initiatives Coordinator

Newly created position functions in a staff capacity and provides high level support to Library Administration in the areas of planning, services evaluation, process improvement, programmatic initiatives, and special projects. Conducts management studies, performs data analyses, and works with library departments and library staff teams in using the results of such investigations to enhance operations and services. Coordinates widely throughout the library system, assisting libraries' staff to achieve process improvement, including utilization of assessment tools and provision of related staff training. Performs research, oversees ongoing data collection, and prepares reports for internal and external entities. Reports to the University Librarian/Associate Vice President, IT.

QUALIFICATIONS: ALA-accredited MLS or master's degree in a management-related discipline. Demonstrated ability to perform quantitative and qualitative studies, and prepare high-quality reports. Experience in conducting management or operational studies, developing and implementing survey instruments or other data gathering methods, and using software applications (including statistical). Superior organizational skills, demonstrated ability to manage competing priorities, flexible and adaptable to changing circumstances, and capable of working effectively in a team environment. Excellent oral and written communication skills. Experience in an academic setting, preferably in an academic/research library.

APPOINTMENT/SALARY/BENEFITS: 12-month Professional Faculty appointment, renewable. (Third position may be 12-month Administrative Faculty appointment, renewable). Salary for each of the positions is competitive, commensurate with qualifications. Excellent benefits, including health plan options and paid life insurance; choice of several retirement plans, including TIAA-CREF; 24 vacation days and 11 paid holidays; tuition assistance for self.

Information about George Mason University and its libraries is available at: <http://www.gmu.edu>.

APPLICATION: Send letter of application, résumé, and names, addresses (including e-mail), and telephone numbers of three current references to:

**Chair, <Position> Search Committee
Library Administration, MSN 2FL
George Mason University
Fairfax, VA 22030-4444**

Review of application will begin on **April 5, 2004**, and will continue until positions are filled.

Affirmative action, equal opportunity employer; minorities are encouraged to apply

letter of application, professional vita, and the names, addresses, and phone numbers of four references to: Karen Sweeny, Acting Libraries Human Resources Officer, Indiana University Libraries, Main Library 201A, Bloomington, IN 47405; phone: (812) 855-8196; fax: (812) 855-2576; e-mail: libpers@indiana.edu. For other job opportunities at Indiana University, see: <http://www.indiana.edu/~libpers/lib.jobs.html>. For more information about Indiana University Libraries, see: <http://www.libraries.iub.edu/>, and Indiana University, see: <http://www.indiana.edu>. Indiana University is strongly committed to achieving excellence through cultural diversity. The university actively encourages applications and nominations of women, persons of color, applicants with disabilities, and members of other underrepresented groups. Indiana University is an affirmative action, equal opportunity employer.

INFORMATION SERVICES LIBRARIAN. Concordia University is seeking a full-time Information Services Librarian to develop and promote reference services and bibliographic instruction and to supervise the circulation department. The position is to start July of 2004. A master's degree in library or information science from an ALA-accredited program is required. Two years of experience in an academic library is desired. All applicants must have a commitment to the mission of the university. Concordia University does not discriminate in the employment of individuals on the basis of race, color, national or ethnic origin, disability, sex, or age. However, Concordia University is an institution of the Lutheran

Church-Missouri Synod and, to the extent allowed by law, the institution reserves the right to give preference in employment based upon religion. Questions about the position should be directed to: Buz Wehrman, Director of Library Services; phone: (402) 643-7358; e-mail: buz.wehrman@cune.edu. Web site for the university: <http://www.cune.edu>. Applicants must send a letter of application containing a personal statement of interest and qualifications, along with a curriculum vitae. Official copies of academic transcripts are required. Also required are the names, addresses, and telephone numbers of at least three references; include e-mail addresses if possible. The review of applications will begin February 27, 2004, and will continue until the position is filled. Nominations, applications, and required materials should be sent to: David Dolak, Provost, Concordia University, 800 North Columbia Avenue, Seward, NE 68434.

INSTRUCTION/REFERENCE LIBRARIAN. University of Colorado at Colorado Springs. Duties: Coordinate and provide leadership in the design, development, marketing, delivery, and assessment of the library's instructional program. General reference desk 12-15 hours per week; bibliographic instruction; collection development and liaison with selected academic departments; participation in library policy formulation; university and professional service; research and creative work. Required: MLS from ALA-accredited school; minimum three years of professional experience with instructional responsibilities in an academic setting. Desirable: Experience with Web page development and online instructional design. Salary: Range of \$40,000-\$45,000 for a 12-month,



THE AMERICAN UNIVERSITY IN CAIRO

Better thinkers. Better futures.

Founded in 1919, AUC's campus is located in Cairo, Egypt, and its degree programs are accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools. For more information see our website at www.aucegypt.edu. To review a full description and requirements of the position see <http://lib.aucegypt.edu/screens/jobs.html>. One- two- or three-year appointments subject to mutual agreement will begin September 2004. Renewal of an appointment depends upon institutional needs and/or the appointee's performance. For expatriates, benefits include housing, annual round-trip air travel for appointee and qualifying dependents, plus schooling for the equivalent of up to two children at Cairo American College. In view of AUC's protocol agreement with the Egyptian Government, which requires specific proportions of Egyptian, U.S., and third-country citizen faculty, at this time preference will be given to qualified applicants who are U.S. citizens.

LIBRARIES AND LEARNING TECHNOLOGIES

HEAD OF COLLECTION DEVELOPMENT. Reporting to the Director of Public Services, will provide leadership for the AUC Library's collection development services. Primary responsibilities will include coordination of the Library's collection development program through evaluation, selection and weeding of the collection in coordination with the selector librarians, faculty, students and administration, fiscal control and allocation of the library's book, serials, electronic and multimedia budget lines, collection development policies and gifts.

Requirements include ALA accredited MLS, collection development experience and experience with integrated library systems. Second Masters, broad subject expertise, computer literacy and a minimum 2-5 years academic library experience desirable. Salary according to scale based on qualifications and professional experience. Rank is Senior Librarian - Faculty Status.

E-mail a letter of application specifying **Position LLT-3** with C.V. and names and addresses of three references to facultyaffairs@aucnyo.edu or mail to:

Dr. Earl (Tim) Sullivan, Provost
The American University in Cairo
420 Fifth Avenue, Fl. 3
New York, N.Y. 10018-2729



Applications accepted until position is filled. Interviews may take place at ALA meetings.

The American University in Cairo is an equal opportunity employer.

tenure-track faculty appointment. Benefits: Full benefits package, including retirement and 22 days' vacation. Application: We urge individuals from historically underrepresented groups to apply for positions on our campus. Your expertise will support the tradition of excellence characterizing the University of Colorado at Colorado Springs, as well as culturally enrich others. For more information, see <http://web.uccs.edu/library>. Send letter of application outlining qualifications for the position, a full résumé, and the names and phone numbers of three references to: Christina M. Martinez, Head of User Services, Kraemer Family Library, University of Colorado at Colorado Springs, P.O. Box 7150, Colorado Springs, CO 80933-7150. Applications will be reviewed beginning March 10, 2004. Appointment: Position available July 1, 2004, contingent on funding. The University of Colorado is an affirmative action, equal opportunity employer.

LIBRARIAN. Union University seeks an experienced librarian to support the development of the library and teach school library courses at its dynamic new Germantown campus. We seek a person with the knowledge and skills necessary to effectively support the learning experiences of students, faculty, and staff. This position interacts intensively with the larger learning community to identify information needs, develop resources, and design integrated approaches to information literacy instruction. In addition to this major focus on the development of campus library services, this position also carries a 12-hour teaching load and coordinates the maintenance of instructional technology. Candidates are expected to demonstrate the knowledge and skills required for effective library service and instruction in an environment that prizes excellence. Minimum required qualifications include: ALA-accredited MLS degree; excellent interpersonal communication, presentation, and organization skills; ability to work creatively in a collaborative, collegial environment; strong commitment to user-focused services; ability to support instruction in an environment that relies heavily on electronic resources; familiarity with information literacy standards; and flexibility to handle multiple responsibilities in a changing environment. Other preferred qualifications include: Library and/or teaching experience at the K-12 level; library science teaching experience; technical facility with computers and technology; knowledge of issues related to user assessment of library services; conversant with emerging pedagogical issues related to the scholarship of teaching and engaged learning. Union University (www.uu.edu/) is an institution of the Tennessee Baptist Convention with

campuses located in Jackson and Germantown. Some 2,800 students are currently enrolled. Academic programs include a broad base of liberal arts undergraduate degrees along with graduate degrees in education, business administration, nursing, and intercultural studies. Germantown is an attractive suburban community in the greater Memphis metropolitan area. Successful candidates must be professing Christians who are active members of a local Christian church; articulate a Christian worldview in their academic work and discipline; and enthusiastically support Union University's Identity, Mission, and Core Values (www.uu.edu/about/statement.htm). This is a full-time 12-month, tenure-track faculty position reporting to the University's Library Director for campus library development and to the MAEd Director for instructional assignments. Rank and salary are open. Interested individuals should submit letter of application, résumé, philosophical statement of librarianship, transcripts of graduate work, and three letters of recommendation to: Lori Haney, Administrative Assistant, Emma Waters Summar Library, Union University, 1050 Union University Drive, Jackson, TN 38305. Women and minorities are encouraged to apply.

LIBRARIAN FOR TAMMINT LIBRARY. New York University (NYU) seeks a qualified librarian with a strong commitment to public service and experience in technical services to manage the Tamiment Library's print collections. Responsibilities include: Coordinating reference services, providing bibliographic instructions, serials and vertical files cataloging, working with the NYU Libraries technical services unit, and participating in the library's preservation program. Librarians are expected to serve as partners in the educational mission of NYU by establishing strong relationships with faculty and students and providing responsive and innovative information services. The Tamiment Library is a special collection Department in the New York University Libraries system. It is a unique, internationally known center for scholarly research documenting the history of labor and progressive political movements. Tamiment's collections include 40,000 monographs, 8,000 periodical titles, a one-million-item vertical file, a 15,000-linear-foot archival collection, and 500,000 photographs. Qualifications: ALA-accredited master's degree with a subject master's required for tenure (American History strongly preferred). Five years' experience in an academic library which includes both technical and public services. Salary and Benefits: Faculty status, attractive benefits package including five weeks' annual vacation. Salary commensurate with experience and background. To Apply: To

UNIVERSITY OF MINNESOTA

3 Positions

The University of Minnesota Libraries, Twin Cities, seek energetic and motivated librarians to apply for the following positions:

1) Curator, James Ford Bell Library Oversees all aspects of the collections, services, programs and staffing of the Library; develops academic teaching programs; provides liaison to other special libraries, museums and cultural institutions; directs conservation and preservation. <http://bell.lib.umn.edu>

2) Information Literacy & Undergraduate Initiatives Librarian Takes leadership in developing initiatives that support the information literacy needs of undergraduates in a diverse and distributed library environment; provides reference and research assistance to library users; provides undergraduate focus and expertise in collection development; launches, develops and staffs initiatives such as the new Information Commons. <http://staff.lib.umn.edu/ug/>

3) Materials Acquisition and Control Area Studies Team Leader Manages a team of 10 FTE including 3 librarians, serves as a member of the MAC leadership group setting policies, procedures and budget; performs original cataloging in Western European or other languages; collaborates in development of new approaches to bibliographic control.

Full-time, 12-month, continuous appointment track academic professional positions. . ALA-accredited MLS or equivalent, and relevant work experience required. The library offers competitive salaries, commensurate with qualifications and experience. Excellent benefits and substantial moving allowance. For complete descriptions and requirements and how to apply, see <http://www.lib.umn.edu/about/employment.phtml>

The University of Minnesota is an Equal Opportunity Educator and Employer

ensure consideration, send résumé and letter of application, including the names, addresses, and telephone numbers of three references to: Janet Koztowski, Director, Human Resources, **New York University Libraries**, 70 Washington Square South, New York, NY 10012. Résumés will be considered until the position is filled. NYU encourages applications from women and members of minority groups.

LIBRARY INSTRUCTION COORDINATOR. The Scarborough-Phillips Library at **St. Edward's University** in Austin, Texas, seeks an energetic, service-oriented librarian to coordinate existing instructional services and provide leadership in implementing changes to the library instruction program. This person will work with teaching faculty and library faculty to introduce best practices in the delivery, coordination, and assessment of library instruction services, and develop a plan to integrate the teaching of library instruction and information literacy skills into the university curriculum. Full description and requirements available at: <http://www.stedwards.edu/hr/jobs.htm>.

METADATA LIBRARIAN. The Indiana University Bloomington Libraries are seeking an innovative and dynamic individual to lead the university in the analysis and use of metadata. Responsibilities: Reports to the Associate Director for Projects and Services, Digital Library Program, and works closely with a variety of constituents within the library system and the university. Advises on the application of appropriate metadata schema for digital objects and assists in defining digital project parameters. Provides descriptive, administrative, and structural



WEB SERVICES MANAGER

University of Michigan

The University of Michigan University Library invites applications for the position of Web Services Manager. The successful candidate will: Coordinate the university library's overall Web environment including supervision of Web Services programming staff; coordinate and support unit-level Webmasters; coordinate and implement Web policy development and practice, coordinate ongoing usability testing and assessment; and facilitate communication throughout the organization concerning Web site development and related issues.

Applications received by **March 31, 2004**, will be given first consideration.

A full job description, including qualifications and application information, may be found at: <http://www.lib.umich.edu/hr/employment/webservices.html>.

The University of Michigan is a nondiscriminatory, affirmative action employer.

metadata needed to support the university's expanding digital collections. Hires, trains, and supervises other staff who will also be creating metadata. Works with others to plan for the translation of metadata between formats and participates in the integration of metadata from a variety of sources for search and display within and across collections. Participates in local efforts to educate the university community on digital library issues. Participates in national metadata initiatives and library committees, communicating with relevant selectors, curators, subject specialists regarding metadata in digital libraries. Qualifications: Required: ALA-accredited master's degree in library or information science or equivalent combination of degrees and experience; knowledge of the concepts and applications used in the standards and practices of organizing information; in addition to MARC, experience with one or more of the following metadata standards: EAD, TEI, VRA Core, Dublin Core, RDF, CIDOC, or others; experience with creation and/or management of digital objects in various text, image, sound, and/or video formats; ability to work independently as well as collegially in a complex, rapidly changing and culturally diverse environment with various groups of library staff; excellent written and oral communication skills; ability to plan, coordinate, and implement projects; good organization skills and an aptitude for complex analytical and detailed work; ability to meet the requirements of a tenure-track appointment. Preferred: Experience in one or more of these areas: SGML and/or XML; computer programming languages, particularly Perl and Java; working with multiple computer platforms, including Linux, UNIX, Windows, and MacOS; and applying for or managing grant proposals. Salary and Benefits: Salary and rank are negotiable and competitive, depending upon qualifications and experience. This is a tenure-track academic appointment that includes eligibility for sabbatical leaves. Benefits include a university health care plan, TIAA-CREF retirement/annuity plan, group life insurance, and liberal vacation and sick leave. To Apply: Review of applications will begin on March 1, 2004. The position will remain open until filled. Please send letter of application, professional vita, and the names, addresses, and phone numbers of four references to: Karen Sweeney, Acting Libraries Human Resources Officer, **Indiana University Libraries**, Main Library 201A, Bloomington, IN 47405; phone: (812) 855-8196; fax: (812) 855-2576; e-mail: libpers@indiana.edu. For other job opportunities at Indiana University, see: <http://www.indiana.edu/~libpers/libjobs.html>. For more information about Indiana University Libraries, see: <http://www.libraries.iub.edu/>, and Indiana University, see: <http://www.indiana.edu>. Indiana University is an affirmative action, equal opportunity employer strongly committed to achieving excellence through



DUKE
UNIVERSITY
LIBRARIES

COLLECTION DEVELOPMENT LIBRARIAN

Duke University

The Perkins Library system at Duke is seeking an experienced librarian to develop the collections of the Rare Book, Manuscript, and Special Collections Library (RBMSCL) in selected subject areas and promote use of the collections by students, faculty, and other researchers. The position reports to the Director of RBMSCL.

RESPONSIBILITIES

- Working with faculty, subject librarians, other library staff, donors, and dealers, acquires books, manuscripts, archival collections, and other materials for RBMSCL in a variety of collecting areas, including southern Americana, English and American literature, history of economic thought, religion in the United States and Great Britain, German Baroque literature, early printed books, and Greek and Latin manuscripts.
- Develops, maintains, and implements collecting policies in areas of responsibility. In consultation with faculty, subject librarians, and other library staff, determines priorities for collecting activities and coordinates development of special collections with other Duke University Libraries collections.
- Budgets, manages, and expends acquisition funds in areas of responsibility.
- Provides specialized reference assistance to students, faculty, and visiting scholars, both onsite and remotely; participates in weekend RBMSCL reference rotation.
- Working with RBMSCL research services staff and with the Perkins Library system instruction and outreach program, provides library instruction and other outreach services related to RBMSCL resources.
- Plans and prepares exhibits, publications, online guides, public programs, and other activities or products that promote the library's collections.
- Oversees the work of the department's staff assistant and student assistants when they are assigned to help with projects and activities of this position.
- Serves as appropriate on Perkins Library system groups relating to collecting, such as Collections Council, and on other Perkins and RBMSCL committees and task forces.

QUALIFICATIONS

Required: Master's degree from an ALA-accredited program or an advanced degree in a relevant discipline; excellent oral and written communication skills; knowledge of rare book and manuscript librarianship; demonstrated ability to work effectively in a collegial, service-oriented environment with faculty, students, staff, donors, and the public; creativity, flexibility, initiative, and interest in non-traditional as well as traditional collecting areas. Desirable: Significant, diverse experience in successfully acquiring rare books and manuscripts for an academic library; strong reading knowledge of German, French, Latin, and Greek; knowledge of book history and bibliography; experience in the antiquarian book and manuscript trade; experience producing exhibits, publications, guides, and Web sites.

SALARY AND BENEFITS

Salary and rank dependent on qualifications and experience; anticipated hiring range is \$36,850–\$55,000. Comprehensive benefits package includes 20 days' vacation, 13 holidays, 12 days' sick leave; health, dental, disability, and life insurance; retirement plan options; educational assistance and tuition grants.

APPLICATION

Send cover letter, detailed résumé, and the names, addresses (mailing and e-mail), and telephone numbers of three references to:

Sharon A. Sullivan
Director, Personnel Services
Perkins Library, Box 90194
Duke University
Durham, NC 27708

Review of applications will begin in early March and continue until the position is filled.

Duke University is an equal opportunity, affirmative action employer. The Perkins Library System has a strong commitment to affirmative action and is actively seeking to increase the racial and ethnic diversity of our staff.

HEAD, JOURNALISM LIBRARIES

University of Missouri-Columbia

The University of Missouri (MU) Libraries invites applications from individuals for the position of Head, Journalism Libraries.

Responsible for planning, directing, and administering the programs of the Journalism Library and the Newspaper Library; work closely with faculty, students, and staff of the Missouri School of Journalism to provide integrated library service in support of the mission of the school; provide reference service; select new materials for the library collection; develop and direct instruction programs; promote information resources in electronic format; carry out MU libraries' goals and objectives; serve on library and university committees; and participate in fundraising and development activities. This position reports to the Director of Libraries.

Additional details about the position can be accessed at: <http://mulibraries.missouri.edu/admin/employopp.htm>.

Review of applications will begin on **April 1, 2004**, and continue until the position is filled.

Position available July 1, 2004.

The University of Missouri-Columbia is an affirmative action, equal opportunity employer. For ADA accommodations, please contact our ADA coordinator at: (573) 884-7278 (V/TTY).

cultural diversity. The university actively encourages applications and nominations of women, persons of color, applicants with disabilities, and members of other underrepresented groups. Individuals with disabilities desiring accommodations in the application process should contact the Libraries Human Resources Office at: (812) 855-5988; or e-mail: libpers@indiana.edu.

REFERENCE/INSTRUCTION LIBRARIAN. Geneva College is seeking an innovative, service-oriented Reference/Instruction Librarian. Beginning Date: June 1, 2004. This 12-month position reports to the college librarian. Responsibilities: Provide reference service, research consultation, interlibrary loan, and library instruction; promote information literacy in the faculty; and manage the Buhl Reference Center's reference resources in all formats. Qualifications: ALA-accredited MLS degree. Post-MLS work preferred. Experience: Two years' experience in an automated, academic/research department of a public library; one year of experience in library instruction; demonstrated knowledge of OCLC, Endeavor Voyager library systems, MARC, AACR2 standards ACCESS database administration. Hands-on experience in Web pages, various electronic research databases, and information literacy is essential. Prior supervisory experience helpful. Preferred: A familiarity with current concepts and methods of reference service and library instruction, including e-reserves, and document delivery; also a strong, proactive commitment to helping students, faculty, and staff. Creativity and initiative are vital. The successful candidate will be appointed to the faculty with a rank and salary appropriate to qualifications and experience. Applications will be reviewed beginning March 20, 2004, until the position is filled. Applicants should send a letter of interest, résumé, official transcripts, three letters of reference, and a statement of faith to: gmoran@geneva.edu; or send to: Gerald Moran, Geneva College, 3200 College Avenue,

UNIVERSITY OF MINNESOTA

Associate University Librarian for Academic Programs

<http://www.lib.umn.edu>

The University of Minnesota Libraries, Twin Cities, seek visionary and creative senior leadership for the newly focused division of Academic Programs. The division integrates the educational, reference, and research services of the Libraries, providing general and specialized reference services, collection development, outreach, instruction, and program development. Library services are provided in 14 facilities, within academic departments through a "mobile librarian" program, in partnerships with campus units, and myriad outreach efforts within the community and state.

The Associate University Librarian holds administrative, planning and resource responsibilities for over 105 FTE within four programs. In collaboration with the Collection Development Officer, Director of the Bio-Medical Library and 3 other AUL's, the AUL for Academic Programs ensures a coherent and responsive information and service environment for the highly interdisciplinary needs of the campus. The AUL serves as a member of the administration's executive group, reporting to the University Librarian.

The University Libraries offer a highly collaborative environment, new programs in digital collection and service integration, undergraduate and literacy initiatives, and emerging partnerships for research information. Legislative support has created a robust state network for cooperation and resource sharing, including systems and services through MINITEX (a division of the University).

Required Qualifications:

ALA accredited Masters in Library/Information Science or equivalent combination of advanced degree and relevant experience. Minimum of seven years of experience in progressively responsible management positions within a research library (or related) environment. Demonstrated knowledge of library services and collection resources in service to academic programs. Facility with technology and its application for innovation in service. Demonstrated experience with program development and collaboration. Commitment to supporting a diverse environment. Excellent communication skills. Record of professional contributions and leadership.

For complete description, requirements, and how to apply, see:

<http://www.lib.umn.edu/about/ui176.phtml>

The University of Minnesota is an Equal Opportunity Educator and Employer

THREE POSITIONS AVAILABLE

Georgia State University

The Information Services unit of Georgia State University Library has designed a new structure of four department heads who will work collaboratively to lead the 30-person unit. We are seeking three resourceful managers to join the Instruction Department Head. Each leader will have an area of specialization, such as reference, for which he or she will provide management. This is an opportunity to make a positive impact and shape your position. Proposed areas are: Outreach/External Services; Reference Services; and Research Services. The Instruction Department Head and the Collection Development Officer, who works closely with the unit, are in place. Each leader will supervise up to seven librarians who are responsible for reference, instruction, outreach, specialized consultation, and collection development, plus professional development. Each leader will participate in reference service. We have suggested major responsibilities of each position; we expect the successful candidates to bring additional ideas of their own.

QUALIFICATIONS: Required: ALA-accredited or Georgia Board of Regents-approved MLS degree; minimum of three years' professional library experience; experience in an academic library; supervisory experience; demonstrated interest in the area(s) for which applying; excellent communication and interpersonal skills, and strong leadership qualities; commitment to customer service. Preferred: Background in the specialty area for the position; second master's degree; evidence of professional and research activities. Successful candidate should possess ASERL's Competencies for Research Librarians listed at www.aserl.org.

SALARY AND RANK: \$42,000–\$56,000 for 12 months, commensurate with the candidate's experience. Appointment at a faculty rank on a contract renewal basis.

APPLICATION: Submit a cover letter addressing the above qualifications, résumé, and the names, addresses, and phone numbers of three references, including immediate supervisors. Applicants are encouraged to indicate if they are interested in more than one of the open positions, as well as any special skills they would bring to the organization. Materials received by **April 1, 2004**, will receive priority consideration. Send materials to:

Carla McClellan
Library Human Resources Coordinator
Georgia State University Library
100 Decatur Street, S.E.
MSC 8E0705
Atlanta, GA 30303-3202

For more information and an organizational chart, please visit: www.library.gsu.edu/jobs/.

*Georgia State University is an equal opportunity educational institution,
affirmative action employer strongly committed to cultural diversity*

Beaver Falls, PA 15010. Geneva College is an evangelical Christian college in the Reformed theological tradition. Faculty must be able to articulate a personal faith commitment to Jesus Christ and be supportive of a Reformed worldview. The integration of faith and learning is a serious priority of the college for both teaching and scholarship. Minority and female candidates are strongly encouraged to apply. Geneva College does not discriminate against applicants on the basis of race, color, gender, handicap, or national or ethnic origin in the selection of employees.

SCIENCE BIBLIOGRAPHER/LIBRARIAN. Paul V. Galvin Library, Illinois Institute of Technology. Reporting to the Head of Collection Development, the Science Bibliographer has primary responsibilities for the evaluation and selection of science and engineering print and electronic information resources. Other duties include providing science and engineering reference support, bibliographic instruction, and participation in planning and developing information services for science and engineering students and faculty. The incumbent will also participate in grant proposal writing and other library and university activities. Minimum Qualifications: MLS degree from an ALA-accredited institution and a bachelor's or higher degree in the physical or life sciences; two or more years of progressively responsible experience in a science/engineering,

academic, or special library environment. Salary, Benefits, and Rank: Minimum starting salary is \$38,000 per year, plus comprehensive benefits plan that includes TIAA-CREF, medical/dental, 15 days' paid vacation, and tuition remission for employees and immediate family. To Apply: Submit letter of application and résumé to: Sohair Wastawy, Dean of Libraries, Paul V. Galvin Library, Illinois Institute of Technology, 35 W. 33rd Street, Chicago, IL 60616; phone: (312) 567-5265; fax: (312) 567-5318; e-mail submissions encouraged: wastawy@iit.edu. For full position announcement, see: <http://www.iit.edu/~hr/public/P124-04.html>. Review of applications begins immediately and continues until the position is filled.

SYSTEMS/TECHNICAL SERVICES LIBRARIAN. The Kirk Library at Centralia College in Washington State is seeking an innovative, service- and team-oriented tenure-track librarian. Responsibilities include local coordination of Voyager automated system, cataloging of non-OCLC materials, maintenance of authority control records, shared reference desk, collection development, library instruction, and liaison duties. Day and evening hours. Appointment Range: \$37,291–\$49,871. Review of applications begin March 1, 2004. Details at: <http://www.centralia.ctc.edu>, "Job Openings." Affirmative action, equal opportunity employer.



THE AMERICAN UNIVERSITY IN CAIRO

Better thinkers: Better futures.

Founded in 1919, AUC's campus is located in Cairo, Egypt, and its degree programs are accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools. For more information see our website at www.aucgypt.edu. To review a full description and requirements of the position see <http://lib.aucgypt.edu/screens/jobs.html>. One- two- or three-year appointments subject to mutual agreement will begin September 2004. Renewal of an appointment depends upon institutional needs and/or the appointee's performance. For expatriates, benefits include housing, annual round-trip air travel for appointee and qualifying dependents, plus schooling for the equivalent of up to two children at Cairo American College. In view of AUC's protocol agreement with the Egyptian Government, which requires specific proportions of Egyptian, U.S., and third-country citizen faculty, at this time preference will be given to qualified applicants who are U.S. citizens.

LIBRARIES AND LEARNING TECHNOLOGIES

INFORMATION LITERACY COORDINATOR. Reporting to the Head of Reference/Information Literacy, will provide leadership for the Library's Information Literacy program. Primary responsibility will include the coordination of the required full semester Freshman Information Literacy course, LALT: 101. Duties will also involve developing and coordinating instructional content and new instructional methods with the Information Literacy team, scheduling and monitoring all Information Literacy classes, teaching some sections, conducting needs assessment and evaluation for the instruction programs and developing effective outreach and publicity for these programs.

Requirements include ALA accredited MLS, experience in instruction (one-on-one and classroom) and current information retrieval technology skills. Second masters, broad subject expertise, computer literacy and minimum 2-5 years academic library experience desirable. Salary according to scale based on qualifications and professional experience, rank is Senior Librarian - Faculty Status.

E-mail a letter of application specifying **Position LLT-4** with C.V. and names and addresses of three references to facultyaffairs@aucnyo.edu or mail to:



Dr. Earl (Tim) Sullivan, Provost
The American University in Cairo
420 Fifth Avenue, FL 3
New York, N.Y. 10018-2729

Applications accepted until position is filled. Interviews may take place at ALA meetings.

The American University in Cairo is an equal opportunity employer.

Late Job Listings

ASSISTANT LIBRARIAN (REFERENCE/INFORMATION LITERACY LIBRARIAN).

Louisiana State University (LSU) Libraries. The Assistant Librarian (Reference/Information Literacy Librarian) reports to the head of reference services and to the instruction coordinator for reference and library instruction duties and reports to the Collection Development Coordinator for collection development/management and faculty liaison responsibilities. The individual fulfills a combination of responsibilities, including serving at the libraries' main reference desk, participating in the libraries' instruction program, promoting information literacy, providing virtual reference services, providing collection development services and serving as a faculty liaison for one or more subject disciplines, participating as a member of the outreach committee, and working to meet promotion and tenure requirements. For a detailed description of the position, visit: www.lib.lsu.edu/lib/jobs/index.html. **Required Qualifications:** Master's degree from an ALA-accredited program; undergraduate degree in the sciences; ability to work both independently and collegially in a demanding and rapidly changing environment; excellent interpersonal, communication, and organizational skills; demonstrated ability to provide library instruction and reference services; demonstrated ability to learn new technologies and apply knowledge to the design and delivery of instruction; strong interest and enthusiasm in the principles of information literacy; potential to meet requirements for promotion and tenure. **Additional Qualifications Desired:** Knowledge of traditional and electronic reference resources; experience in reference work and/or bibliographic instruction in an academic library; experience with course management software; experience in creating interactive tutorials. **Salary and Benefits:** \$34,000 per fiscal year minimum, dependent upon qualifications and experience; 12-month, tenure-track appointment; excellent benefits. Review of applications will begin March 15, 2004, and will continue until candidate is selected. Candidates should submit a letter of application, résumé (including e-mail address), and names, addresses, telephone numbers of three references to: Dawn



DIRECTOR, GANNETT-TRIPP LIBRARY

Elmira College

Elmira College invites applications and nominations for the position of Director of the Gannett-Tripp Library. The college seeks an energetic, hard-working librarian and scholar to lead the library and take an active part in the life of the college.

Elmira College (www.elmira.edu) is a small residential, liberal arts college in a pleasant community in the Finger Lakes region of New York State (county population 100,000). Enrollment is at record levels with 1,200 full-time students. Fourteen percent of the student body graduated first or second in their high school or prep school class.

The Gannett-Tripp Library (www.elmira.edu/academics/library.shtml) is a full-service academic library with paper and electronic resources to meet the needs of its undergraduate and graduate students. It is committed to information literacy, providing access to information, and providing an attractive place to study. The library also meets the media needs of the campus, including audiovisual services.

REQUIRED QUALIFICATIONS: MLS from an ALA-accredited program and at least five years' experience in academic libraries with at least five years of increasing administrative responsibility and achievement; evidence of leadership ability and scholarship; experience in planning, marketing, and promoting library resources and services; fiscal management; demonstrated understanding of and commitment to the role of academic libraries in supporting teaching and research in an independent college.

Review of applications will begin immediately and will continue until the position is filled, with a desired start date of June 1, 2004. Nominations and applications, including a letter of intent, résumé, salary history or expectations, and contact information for three professional references should be sent electronically or in hard copy to:

Bryan D. Reddick
Academic Vice President
Elmira College
One Park Place
Elmira, NY 14901
Fax: (607) 735-1192
E-mail: breddick@elmira.edu

Zaske, Coordinator, Personnel Services, 295 Middleton Library, **Louisiana State University**, Ref: #0027219, Baton Rouge, LA 70803. LSU is an equal opportunity, equal access employer.

ASSISTANT LIBRARIAN (SCIENCE REFERENCE LIBRARIAN). Louisiana State University (LSU) Libraries. The Assistant Librarian (Science Reference Librarian) reports to the head of reference services for reference and library instruction duties and to the collection development coordinator for collection development/management and faculty liaison responsibilities. The individual fulfills a combination of responsibilities, including serving at the libraries' main reference desk, participating in virtual reference, participating as a member of the outreach committee, providing collection development services, serving as a faculty liaison for one or more subject areas in the sciences, and working to meet promotion and tenure requirements. For a detailed description of the position, visit: www.lib.lsu.edu/lib/jobs/index.html. **Required Qualifications:** ALA-accredited MLS; undergraduate degree in the sciences; ability to work both independently and collegially in a demanding and rapidly changing environment; excellent interpersonal, communication, and organizational skills; knowledge of information literacy principles; knowledge of HTML and the ability to create Web pages; potential to meet promotion and tenure requirements. **Additional Qualifications Desired:** Undergraduate degree in the biological or life sciences; familiarity with current bibliographic and reference sources in the sciences; experience in collection development, reference work, and/or bibliographic instruction in an academic library. **Salary and Benefits:** \$34,000 per fiscal year minimum, dependent upon qualifications and experience; 12-month, tenure-track appointment; excellent benefits. Review of applications will begin March 15, 2004, and will continue until candidate is selected.

TWO POSITIONS AVAILABLE

Bloomsburg University

The library faculty of Bloomsburg University of Pennsylvania's Harvey A. Andruss Library invite applications from highly motivated individuals for two full-time, tenure-track reference subject specialist positions at the faculty rank of Instructor. The successful candidates will work in a collegial, team-oriented environment in a recently constructed library.

RESPONSIBILITIES: Instruct clientele in the use of the library collections and in locating specific information, answer reference questions, participate in course-related library instruction, assist clients with database searching, assist in Reference Collection Development, and serve as the primary contact between the library and the academic departments in the fields of the respective subject specialty.

QUALIFICATIONS

Reference Librarian/Social Sciences Subject Specialist (AA# 03-3-98)

Required: ALA-accredited master's degree (required at the time of employment) and either an undergraduate degree or significant course work in one of the social sciences (other than education); demonstrated ability and experience in interacting effectively with diverse populations; completion of a second master's degree is required for consideration for tenure. Preferred: Master's degree in one of the social sciences (other than education) and professional experience in an academic or research library in the areas of reference, library instruction, Web design, and database selection and searching.

Reference Librarian/Sciences & Health Sciences Subject Specialist (AA# 03-3-99)

Required: ALA-accredited master's degree (required at the time of employment) and either an undergraduate degree or significant course work in one of the sciences or health sciences; demonstrated ability and experience in interacting effectively with diverse populations. Completion of a second master's degree is required for consideration for tenure. Preferred: Master's degree in one of the sciences or health sciences and professional experience in an academic or research library in the areas of reference, library instruction, Web design, and database selection and searching.

SELECTION OF CANDIDATES: Finalists for the positions must communicate well; successfully complete an on-campus interview, including an oral presentation on a topic identified by the Search and Screen Committee; and receive the recommendation of the majority of the regular full-time library faculty.

Starting Date: August 2004. Starting Salary: \$38,269 to \$44,304 for the 2004-05 academic year. Summer session contract optional if funded. Liberal fringe benefits.

DEADLINE FOR APPLICATIONS: Submit letter of application, curriculum vitae, and names, addresses (including e-mail if available), and telephone numbers of three references who can assess your qualifications to:

Nancy Weyant
Chairperson, Search and Screen Committee
Harvey A. Andruss Library
Bloomsburg University of Pennsylvania
400 E. Second Street
Bloomsburg, PA 17815

For maximum consideration, applications should be postmarked by **March 31, 2004**.

For a more complete description, visit: <http://www.bloomu.edu/jobs>.

*Bloomsburg University of Pennsylvania is an affirmative action,
equal opportunity employer and is handicapped accessible.*

Candidates should submit a letter of application, résumé (including e-mail address), and names, addresses, and telephone numbers of three references to: Dawn Zaske, Coordinator, Personnel Services, 295 Middleton Library, **Louisiana State University**, Ref: Log #0784, Baton Rouge, LA 70803. LSU is an equal opportunity, equal access employer.

ASSISTANT LIBRARIAN (SCIENCE REFERENCE LIBRARIAN). Louisiana State University (LSU) Libraries. The Assistant Professor (Science Reference Librarian) reports to the head of reference services for reference and library instruction duties and to the

SPECIAL COLLECTIONS LIBRARIAN (JRN: 011288)

Subject to Budgetary Approval

San Jose State University

Interested in creating a library that sets a model for the new century?

The San Jose State University (SJSU) and the City of San Jose have built a shared state-of-the-art library. This new facility is a national model for a regional information hub that addresses concerns for the growing digital divide. This library is a window to the future, providing access to cutting-edge research and supporting lifelong learning.

The Special Collections Librarian provides leadership for the SJSU Special Collections and Archives unit (http://www.sjlibrary.org/research/special/special_coll/). This is a tenure-track faculty appointment, requiring an ALA-accredited MLS or its equivalent. SJSU offers an excellent benefits package (for more information on retention, tenure, and promotion, see: <http://www2.sjsu.edu/senate/s98-8.htm>). Salary is competitive and commensurate with qualifications and experience.

Anticipated Start Date: July 1, 2004.

If you are passionate about sharing collection resources and outreach to a diverse community, please see complete position description at: <http://www.fa.sjsu.edu/employment/employment.htm>; or contact Linda Lunell: phone (408) 808-2126; or by e-mail at: Linda.Lunell@sjsu.edu.

To apply, send a letter of application, including a résumé of academic preparation, experience, and qualifications, and names, addresses and telephone numbers of five references to:

**Linda Lunell, Library Human Resources
Martin Luther King, Jr. Library
San José State University
One Washington Square
San José, CA 95192-0028**

Applications should be received no later than **March 20, 2004**, in order to ensure full consideration, but will be accepted until the position is filled. Please include JRN: 011288 on all correspondence.

SJSU is an equal opportunity, affirmative action employer committed to the core values of inclusion, civility, and respect for each individual.

collection development coordinator for collection development/management and faculty liaison responsibilities. The individual fulfills a combination of responsibilities, including serving at the libraries' main reference desk, participating in virtual reference, participating as a member of the Outreach Committee, providing collection development services, serving as a faculty liaison for one or more subject areas in the sciences, and working to meet promotion and tenure requirements. For a detailed description of the position, visit: www.lib.lsu.edu/lib/jobs/index.html. Required Qualifications: ALA-accredited MLS; undergraduate degree in the sciences or engineering; ability to work both independently and collegially in a demanding and rapidly changing environment; excellent interpersonal, communication, and organizational skills; knowledge of information literacy principles; knowledge of HTML and the ability to create Web pages; potential to meet promotion and tenure requirements. Additional Qualifications Desired: Familiarity with current bibliographic and reference sources in the sciences and experience in collection development, reference work, and/or bibliographic instruction in an academic library. Salary and Benefits: \$34,000 per fiscal year minimum, dependent upon qualifications and experience; 12-month, tenure-track appointment; excellent benefits. Review of applications will begin March 15, 2004, and will continue until candidate is selected. Candidates should submit a letter of application, résumé (including e-mail address), and names, addresses, and telephone numbers of three references to: Dawn Zaskie, Coordinator, Personnel Services, 295 Middleton Library, **Louisiana State University**, Ref: #002287, Baton Rouge, LA 70803. LSU is an equal opportunity, equal access employer.

ELECTRONIC RESOURCES COORDINATOR. The Southeastern Library Network, Inc. (SOLINET) is seeking an Electronic Resources Coordinator to join the staff of its Library Products and Services Program. This position leads activities surrounding the evaluation

ACCESS SERVICES LIBRARIAN

New York University

New York University (NYU) Division of Libraries seeks a qualified librarian with a strong commitment to public service to serve as Access Services Librarian. Working closely with the Head of Access Services and other managers, the position will assist in the leadership, coordination, and planning for the development, management, and evaluation of the Access Services Department. Responsibilities include:

- Overseeing development of library e-reserve system.
- Overseeing reserves, microform and current periodical collections, services, and staff.
- Implementing technological solutions that facilitate user access to information resources.
- Assisting with space planning and service delivery for on- and off-site collections.
- Assisting with identifying, defining, and developing appropriate assessment approaches, measures, and techniques for all areas of public services.

For information on qualifications, salary, benefits, and where and to whom to send résumé, letter of application, and references, please visit: <http://library.nyu.edu/about/jobs.html>.

*NYU is an affirmative action, equal opportunity employer
and encourages applications from women and members of minority groups.*

of electronic products and services for possible offer to the SOLINET membership and the initial launch of offers. Responsibilities involve frequent contact with personnel at member libraries, vendors, and other SOLINET staff. The Electronic Resources Coordinator works closely with the program manager in making recommendations based on the evaluation process, assists in negotiating pricing and contract terms and in evaluating the success of ongoing offers, and contributes to planning for future directions. Current awareness of trends and issues in libraries of all types and in the electronic resources market is important to this position, as are excellent interpersonal and presentation skills. This position requires an MLS from an ALA-accredited institution and two to four years' experience in a library reference, collection development or acquisitions setting, or with a library vendor. Current knowledge of and experience with electronic resources, their use in libraries, and their pricing and licensing are highly desirable, as are demonstrated negotiation skills. The position involves up to 20% travel, primarily to attend and/or present at conferences and other meetings and to conduct site visits at member libraries. The beginning salary range is in the low to mid \$40s. SOLINET's exceptional benefits package includes 20 vacation days, 10 holidays, excellent development and training opportunities, and a strong retirement package. Send letter of application, résumé, and names of three references to: Human Resources Manager, **SOLINET**, Suite 200, 1438 West Peachtree Street NW, Atlanta, GA 30309-2955; or fax to: (404) 892-7879; or send via e-mail to: erc@solinet.net. SOLINET is an equal opportunity employer.

REFERENCE AND ACQUISITIONS LIBRARIAN. Calvin College seeks a Reference and Acquisitions Librarian in our Hekman Library, reporting to the Director of the Library. It is a full-time, exempt level position. This position is a member of the Reference, Instruction, and Research Team and serves the Calvin community by providing research assistance, instruction, and communication to selected academic departments. The position also supervises the acquisition of all types of library materials, especially electronic journals. Requires an MLS; a second master's degree is desirable; three to five years' experience in an academic library, in either a reference or acquisition department required. Knowledge of one or more foreign (European) languages desired. Strong communication, organization, supervisory, computer, and human relations skills required. Experience with managing electronic journals is required. Calvin College is a Christian college in the Reformed tradition. The candidate must embrace the Reformed tradition of the Christian faith and energetically support the mission of Calvin College. This position has faculty status. A full copy of the job description with a link to our faculty requirements is located on our Web site at: www.calvin.edu/work. Cover letter, résumé, and three references should be submitted by March 31, 2004, to: D. Honner, **Calvin College**, Human Resources, 3201 Burton Street, S.E. Grand Rapids, MI 49546; fax: (616) 526-6832; e-mail: jobs@calvin.edu.