

THE CLASSIFIED ADS

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

Rates: Classified advertisements are \$8.45 per line for institutions that are ACRL members, \$10.45 for others. Late job notices are \$20.25 per line for institutions that are ACRL members, \$24.25 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$375 to \$710 based upon size. Please call for sizes and rates.

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

Internet: C&RL News classified ads are accessible on ACRL's homepage on the World Wide Web at <http://www.ala.org/acrl.html>. Ads will be placed approximately 2-3 weeks before the printed edition of C&RL News is published. To reach C&RL NewsNet access the ACRL homepage (<http://www.ala.org/acrl.html>), select C&RL News, and then chose the menu item Job Postings by Job Title.

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.

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 FOR SALE

INTERNET DISCOUNT PROFESSIONAL BOOK CENTER. 40 percent off list price. 1000's of new/current books. All subjects. No second hand/reminders. <http://www.probooks.com>.

POSITIONS OPEN

ACCESS/PUBLIC SERVICES LIBRARIAN. Palmer College of Chiropractic is seeking a qualified professional to join our faculty in our David D. Palmer Health Sciences Library. Duties: Supervises access services of circulation, interlibrary loan, and document delivery. Serves as a reference librarian, online search analyst, and bibliographic instruction librarian. Required: ALA-accredited M.L.S. Knowledge of circulation, interlibrary loan, document delivery, and personnel management. Demonstrated skills in communication and interpersonal relations. Desired: Knowledge of OCLC, DOCLINE, and similar systems. Experience searching MEDLINE and Internet-based information resources. Membership in the Medical Library Association.

LIBRARY DIRECTOR

Episcopal Divinity School and Weston Jesuit School of Theology

Episcopal Divinity School and Weston Jesuit School of Theology seek a knowledgeable, innovative, dynamic Director of the EDS/WJST Joint Library. Successful candidate will be expected to provide vision and advocacy for the library within the two schools and leadership within the library for budget planning and control, library-related fund-raising, personnel management, and technological advancement. Master's degree in library Science from ALA-accredited school or its equivalent and at least five years administrative experience and success in an academic or research library required.

Consideration of applications and nominations will begin immediately; appointment will begin **July 1, 1997.**

Nominations and letters of application (with curriculum vitae) should be sent to:

Rev. Brian O. McDermott, S.J.
Academic Dean
Weston Jesuit School of Theology
3 Phillips Pl.
Cambridge, MA 02138

EDS/WJST is an equal opportunity, affirmative action employer.

tion Academy of Health Information Professionals. Academic rank: Instructor. Minimum salary: \$30,528; vacation: 25 days; sick leave: 12 days. Submit letter of interest and resume to: Robert Stout, Search Committee Chair, David D. Palmer Health Sciences Library, **Palmer College of Chiropractic**, 1000 Brady St., Davenport, IA 52803. Applications will be accepted until the position is filled. EEO affirmative action h/v employer.

ASSISTANT ELECTRONIC PUBLIC INFORMATION LIBRARIAN.

The University of Illinois at Chicago (UIC) seeks a full-time Assistant Electronic Public Information Librarian to work under the direction of the Document Librarian. Major responsibilities include involvement in an active program of reference service, bibliographic instruction, and other forms of community outreach that distribute government information. Evening and weekend hours may be required. Minimum qualifications: Master's degree in library science from a program accredited by the American Library Association; two years professional experience involving government information, or equivalent professional experience. Demonstrated knowledge of and experience with traditional and electronic government information services, which includes knowledge of and working with CD-ROM networks, HTML, and aspects of web page management, as well as other information technology applications commonly used by government and other non-profit agencies. Ability to vigorously promote information services and to assist users of diverse backgrounds; evidence of professional involvement within academic librarianship; ability to meet university standards in research, publication, and professional service commensurate with tenure. Additional desirable qualification: Experience working in an academic institution. Salary/rank/contract: Salary and rank dependent on education and experience; faculty appointments in the UIC Library begin at \$32,000; faculty status; 12-month appointment; 24 days vacation; 12 days annual sick leave with additional disability benefits; 11 paid holidays; medical insurance (contribution based on annual salary; coverage for dependents may be purchased); two dental plans available; life insurance paid for by the state; participation in the State Universities Retirement System compulsory (8 percent of salary is withheld and is tax exempt until withdrawal); no Social Security coverage but Medicare payment

TWO POSITIONS AVAILABLE

University of San Francisco

The Richard A. Gleeson Library at the University of San Francisco is accepting applications for the following positions.

Reference Technology Librarian

The position requires an energetic, self-motivated, creative librarian to design, maintain, and operate all electronic services and systems in the Reference and Research Services Department and to provide leadership in shaping the future direction of the department's use of rapidly changing technology. The current systems configuration includes a Novell LAN with 18 workstations, 42 CD-ROM drives managed by Meridian CDNet and SaberLAN software, a Tatung Sun computer running UNIX Solaris software, 14 Omniware remote units, and stand-alone PCs with multiple CD-ROM drives. Support is also provided to regional services, including PCs and Macs with remote capabilities at five campuses. This librarian works closely with the Library Systems Manager, who maintains the library's Innovative Interfaces integrated system; the Kendrick Law Librarians; and the university Information Technology Services department. An electronic classroom is planned for renovated space in the existing building; a 40,000 square foot new addition will be completed in June 1997. The primary responsibility of this position is to maintain the reference technology systems; however, also required is participation in user education programs and traditional reference desk service, including evening and weekend service hours.

QUALIFICATIONS: An MLS from an ALA-accredited program; must be highly service-oriented to work well with students, faculty, and colleagues. Must be able to handle effectively the pressures and demands of Reference Department assignments and systems problems; demonstrate expertise in the use of electronic resources, Internet access, client/server applications, and microcomputer hardware and software; and possess excellent communication, leadership, and interpersonal skills. Appointment at the Assistant Librarian level.

MINIMUM SALARY: \$36,998.

Head of Reference and Research Services

This fast-paced, highly visible position will provide creative leadership in the planning, development, and provision of proactive reference and research services for the main campus and five regional campuses. The department provides traditional reference assistance, electronic information access (including a Novell LAN with 18 workstations, 42 CD-ROM drives, and 14 remote-access units), user education, ILL, and government publications. Participation in the user education program, and evening and weekend service hours are required. Staff includes five librarians and four library assistants on the main campus. The regional libraries employ four part-time librarians and three library assistants. The Head reports to the Dean of the University Library and participates in the library's management as member of the Administrative Council and the Department Heads' team. In June the department will move to its new space in a 40,000 square foot new addition.

QUALIFICATIONS: An MLS from an ALA-accredited program. Must be highly service-oriented to work well with students and faculty and to handle effectively the pressures and demands of a busy department. Five years increasingly responsible professional experience in an academic library reference unit; strong knowledge of emerging technologies; outstanding interpersonal skills; excellent communication skills; collegiality; and flexibility are required. Preference given to candidates with supervisory or managerial experience and contributions to the profession. Appointment at the Associate Librarian level.

MINIMUM SALARY: \$47,810.

Professional development activities are encouraged and supported. Librarians are part of a collective bargaining unit. Salary and rank dependent upon qualifications. Interviews may be conducted at the ALA June conference in San Francisco. Established as San Francisco's first institution of higher learning, in 1855, the University of San Francisco presently serves 8,000 students in the arts and sciences, business, education, nursing, law, and professional studies. The university is a private Catholic and Jesuit institution and particularly welcomes candidates who will positively contribute to such an environment.

Review of applications will begin **May 16, 1997**, and continue until each position is filled. Please submit a letter of application with position interested in, along with resume with names, addresses, phone numbers, and e-mail addresses of three references, to:

**Personnel Services
University of San Francisco
2130 Fulton St.
San Francisco, CA 94117**

USF is an equal opportunity, affirmative action employer. We particularly encourage people of color and women applicants to apply for all positions. The university provides reasonable accommodations to individuals with disabilities upon request.

RARE BOOK LIBRARIAN

The Research Libraries of The New York Public Library invite applications and nominations for the position of Chief Librarian, Rare Books & Manuscripts Divisions. The Divisions contain approximately 29,000 linear feet of archival material in over 3,000 collections, dating from the third millennium BCE to the current decade. Manuscript collections contain original materials regardless of format, including not only paper documents, but photographs, sound recordings, films, videotapes, artifacts and electronic records.

The Chief Librarian is responsible for the overall management of the Rare Books Division, the Manuscripts Division, the institutional Archives and the Pforzheimer Collection of Shelley and His Circle. Will serve as chief coordinator of selected programs in those units, including exhibitions planning and implementation; publications; public programs; scholars services and the Scholars-in-Residence Program; electronic resources development; interinstitutional projects as well as fundraising in the public and private sectors.

Candidates must possess an MLS from an accredited library school. Additional graduate degree in the fine arts or humanities preferred. Substantial experience working with rare materials in a curatorial setting. Prior managerial, administrative and supervisory experience, as well as the proven ability to provide leadership in the planning and implementation of new programs. Experience with exhibitions programs; knowledge of 2 modern languages, or 1 modern language and Latin or classical Greek; excellent oral, written, and interpersonal skills.

Competitive salary, commensurate with experience and excellent benefits provided. Please send resume in complete confidence, no later than May 23, 1997, to:

Human Resources Dept. KN-RB

THE NEW YORK
PUBLIC LIBRARY

188 Madison Avenue, 5th Floor
New York, NY 10016

www.nypl.org/jobs/rarebook.html

An Equal Opportunity Employer



required; physical examination at University Health Service is required upon appointment. For fullest consideration, apply by May 31, 1997, with cover letter, supporting resume and the names and addresses of at least three references to: Annie Marie Ford, Personnel Librarian, University of Illinois at Chicago, Box 8198, Chicago, IL 60680. The University of Illinois at Chicago is an affirmative action, equal opportunity employer.

CATALOG LIBRARIAN. Assistant Professor rank, 12-month faculty appointment open September 1, 1997. 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 occasional reference desk duties. Required: MLS from ALA-accredited program; experience or course work 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: \$25,000. Send letter of application, resume, and names, addresses, and telephone numbers of three references by June 16, 1997, to: Betty D. Johnson, Associate Director for Technical Services, duPont-Ball Library, Stetson University, DeLand, FL 32720. Stetson University is an equal oppor-

tunity employer and is strongly committed to increasing the diversity of its faculty and administration.

CHINESE STUDIES LIBRARIAN. The University of Iowa Libraries, Iowa City, Iowa. Position description: Primary assignment as bibliographer and cataloger for Chinese studies; potential secondary assignment as an adjunct faculty in an appropriate academic department. Will select materials in all formats and in Chinese, English, and other European languages relating to Chinese studies; provide bibliographic and reference assistance; coordinate and implement user education; perform and review copy cataloging performed by library assistants and students; be involved with preservation and conservation of relevant materials; represent university libraries on campus as member of Center for Asian and Pacific Studies and Program in Asian Civilization; work with appropriate faculty to support interest in East Asia throughout the university and state; represent university libraries at pertinent meetings and conferences. May oversee collection development and cataloging for Korean studies. Qualified candidates may have the opportunity to serve as an adjunct faculty in an appropriate department and teach one course per year, in a subject to be determined according to the interests and background of the successful applicant. Qualifications: Required: MLS from an ALA-accredited library school or equivalent; high level of professional competency in written and spoken Chinese; excellent ability to communicate with students and faculty; knowledge of East Asian studies as an academic discipline; substantial knowledge of or experience with LC classification, LCSH, AACR2, and MARC formats; demonstrated ability to work effectively with faculty and library colleagues; commitment to professional involvement. Desired: Ability to work with Japanese materials on Chinese studies; some

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
Maine	varies*
Massachusetts	\$27,554*
New Jersey	\$31,868
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	\$26,000
Vermont	\$26,464
West Virginia	\$22,000
Wisconsin	\$25,830

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

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

DIRECTOR OF LIBRARY AND ACADEMIC INFORMATION SERVICES

Trinity College
Washington, D.C.

Trinity College in Washington, one of the nation's oldest Catholic colleges for women, invites applications for the position of Director of the Library and Academic Information Services. The library houses approximately 180,000 volumes, with an online public access catalog system, Internet access, and is affiliated with the Washington Research Library Consortium, which provides access to a catalog of more than 5 million volumes.

The Director will report to the Vice President for Academic Affairs and work closely with all academic programs. Responsibilities will include the following: Planning and policy direction for centralized library services such as acquisitions, budget, personnel, information systems development, and information services, providing strategic leadership for the coordination and management of library media services and information technology with academic computing services, including the implementation of policy for selection and integration of technology and services; and fostering the collaboration of students, faculty, and staff to facilitate effective use of information services.

QUALIFICATIONS: A demonstrated record of leadership in advancing innovative information services and programs which are capable of responding to the fluctuating informational needs of a diverse student population in a changing technological environment; excellent communication skills and the ability to maintain effective relationships with administration, faculty, staff, students, and consortium colleagues; a demonstrated understanding of the liberal arts and professional degree programs; an advanced degree from an ALA-accredited program; professional experience in an academic library; and evidence of ongoing professional development in computer and information systems.

Please send a letter of interest, resume, selected work samples, and three letters of reference to:

Trinity College
Carole King
Director of Human Resources
125 Michigan Ave. NE
Washington, DC 20017
fax: 202-884-9123

Review of applications will begin no later than **May 2, 1997**.

Trinity College is an EEO employer and welcomes applications from women and minorities.

knowledge of European languages; experience in an academic or research library; advanced work in Chinese studies. Salary and appointment: Appointment rank and salary will be based on relevant experience and educational background. Appointment will be made at the Librarian II or III level. The university offers an attractive package of benefits, including 25 days of paid vacation per year, TIAA/CREF retirement, and a flexible selection of medical, life insurance, dental, vision, childcare credit, and additional benefits. Application procedures: Applications must be received by June 30, 1997. Minorities and women are particularly encouraged to apply. Qualified individuals should submit a letter of application, resume, and the names, addresses, and telephone numbers of three references to: Janice Simmons-Welburn, Coordinator for Personnel and Diversity Programs, **University of Iowa Libraries**, Iowa City, IA 52242-1420; (319) 335-5871. The University of Iowa is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

HEAD ACQUISITIONS LIBRARIAN. Jackson Library of the University of North Carolina at Greensboro seeks an innovative, flexible Head Acquisitions Librarian to provide leadership for and manage all aspects of an automated monographic Acquisition Department. Additional assigned responsibilities (initially 25 percent time) may include collection management, public or other technical services, depending on candidate qualifications and library needs. It is expected that the percentages of time assigned to Acquisitions and to other responsibilities will change as library needs, scholarly communication, and information technology change. Acquisitions responsibilities include policy and strategic planning; ordering, receiving, and

invoicing; budget tracking and projections; approval plans and gifts; supervising six FTE staff; selecting and monitoring vendors; and coordinating work with other library departments. Visit us at <http://www.uncg.edu> and <http://www.uncg.edu/lib>. Required: ALA-accredited master's degree. Minimum three years experience in academic library acquisitions. Supervisory experience. Broad understanding of acquisitions processes as they affect workflow within the library and the role of the library within the university. Knowledge of emerging information technologies. Experience with automated acquisitions and/or serials (preferably DRA). Excellent interpersonal, communication, problem-solving, and computer skills. Ability to work collaboratively with faculty, students, staff, and donors, and in a rapidly changing automated environment. Strong service orientation. Strongly desired: Teaching and/or training experience. Subject master's degree. A 12-month, tenure-track faculty position available September 1, 1997. Reports to Assistant Director for Collection Management. Salary competitive and commensurate with qualifications and experience. Send application letter and resume with three current references to: Betty Morrow, Chair, Search Committee, **Jack-son Library, The University of North Carolina at Greensboro**, Greensboro, NC 27412-5201. Deadline: May 31, 1997, or until position is filled. EEO/AA: w/m/v/d.

HEAD, DATABASE MANAGEMENT UNIT. Responsible for coordinating, analyzing, and reporting on all activities related to bibliographic control and database building. Assigns, trains, and evaluates the performance of the unit's staff (4.5 FTE). Solves bibliographic and system problems and serves as a resource person for issues related to database management. Manages retrospective conversion pro-

SCIENCE/ENGINEERING LIBRARIAN

The University of Akron Libraries

The University of Akron is the third-largest state-assisted university in Ohio. UA's 10 academic colleges offer 267 associate, bachelor's, and master's degree programs and 17 doctoral programs to nearly 29,000 students at its main campus.

The University of Akron Libraries seeks candidates to fill a 12-month, tenure-track appointment at the rank of Assistant Professor.

RESPONSIBILITIES: Under the general direction of the Head of the Science and Technology Library, the Science/Engineering Librarian provides general reference assistance to library users and specialized reference support to engineering, computer science, and mathematics students and faculty; serves as faculty liaison between the library and the engineering, computer science, and mathematics departments; participates in collection development activities in these subject areas; instructs individuals and classes in the effective use of print, electronic, and Internet resources; provides operational support for the computer hardware, software, and networks in the library, serving as liaison with the University Libraries' Systems Department; participates in collaborative and planning activities of the Science and Technology Library.

This position reports to the Head of the Science and Technology Library and is a tenure-track position. A record of progressive professional and/or scholarly development is required for retention, tenure, and promotion.

QUALIFICATIONS: Required: MLS from an ALA-accredited program. Degree in the sciences, or demonstrated knowledge of the science literature through a combination of educational background and experience; commitment to develop expertise in the disciplines served. Experience with electronic information resources and the use of microcomputers and the Internet for information retrieval. Strong oral and written communication skills. Ability to work effectively with culturally diverse faculty, students, and staff. Strong commitment to public service.

PREFERRED: Academic background or experience in the engineering, physical sciences, or computer science fields. Strong computer skills, including knowledge of microcomputer hardware and software applications, CD-ROM hardware and software, and the capability to troubleshoot problems. Potential for professional and/or scholarly activity. Demonstrated ability to adapt to a variety of assignments in a demanding, service-oriented environment. Two years of reference or collection development experience in the sciences.

SALARY AND BENEFITS: \$30,000 minimum, 22 days of vacation, and a standard benefits package.

Consideration of applicants will begin on **June 2, 1997** and will proceed until the position is filled. Send cover letter and resume, including names, addresses, telephone numbers, telefax numbers, and e-mail addresses (if available) of three references, to:

**Delmus E. Williams, Dean
University Libraries
The University of Akron
Akron, OH 44325-1701**

The University of Akron is an equal education and employment institution.

grams. Assists with the migration of the libraries' bibliographic and holdings files to a new library system. Participates in the formulation and documentation of policies and procedures in relation to database creation, record maintenance, and quality assurance. Oversees inputting and updating of data in the local system. Direct supervision of materials withdrawal and transfer activities. Performs original and complex copy cataloging as needed. Participates in the development of department and librarywide service through committee and task force activities. Position reports to the Head of the Bibliographic Services Department, and maintains programmatic liaison with other departments in the libraries. Qualifications: MLS from an ALA-accredited program. Two to three years of cataloging and authority control experience, preferably in a large academic or research library, using an integrated library system. Knowledge of AACR2r, LC classification, and LCSH. Thorough knowledge of the USMARC formats, RLIN and/or OCLC, and national cataloging standards. Effective communication, problem-solving, and interpersonal skills. Evidence of professional growth and leadership. Ability to function in a changing work environment.

Knowledge of current trends in automation and microcomputing. Working knowledge of two foreign languages required. Compensation: \$30,000 (for 10-month work year); may be higher depending on qualifications. Additional month may be required for an added 9.6 percent of annual salary. Benefits package includes health, dental, and life insurance; tuition remission; and TIAA/CREF retirement plans. To apply: Send letter of application addressing qualifications, resume, and names of three references to: Laila El Zein, Chair, Search Committee, Administrative Services Department, Paley Library (017-00), **Temple University**, Philadelphia, PA 19122. Closing date for applications: June 13, 1997. An AA/EO employer.

HEAD OF AUTOMATION. GS-11 (starting salary \$37,507, salary range \$37,507-\$48,761). U.S. Coast Guard Academy, New London, Connecticut. Come join the Coast Guard team in southeastern Connecticut. With the incorporation of several training commands to form the Coast Guard's Leadership Development Center at the academy, this is a time of growth and opportunity for the library and

ASSISTANT EDUCATION AND SOCIAL SCIENCE LIBRARIAN

**University of Illinois Library at Urbana-Champaign
Urbana, Illinois**

RESPONSIBILITIES: The Education and Social Science Library is part of the Social Sciences Division, and serves the teaching and research needs of the College of Education, the School of Social Work, and the Departments of Anthropology, Political Science, Psychology, Sociology, and Speech Communication. Reporting to the Education and Social Science Librarian, the Assistant Education and Social Science Librarian is responsible for collection development, bibliographic instruction, and faculty liaison for political science and sociology. He/she shares responsibility for social sciences reference services, original cataloging, and the exploration and promotion of new information technologies. Assists in evaluating the effectiveness of Education and Social Science Library services. Performs other duties as assigned.

QUALIFICATIONS: Required: ALA-accredited MLS or equivalent. Two or more years of post-MLS professional work in an academic library, including experience in reference, bibliographic instruction, and use of electronic resources. Graduate or undergraduate course work or library experience in sociology, political science, international relations, or a closely related field. Good communication skills. Ability to work cooperatively and collegially with others. Preferred: Experience in collection development and cataloging. Graduate or undergraduate degree in sociology, political science, international relations, or a closely related field.

SALARY AND RANK: Salary commensurate with credentials and experience. A minimum of \$30,000 for appointment as Assistant Professor. Librarians have faculty rank and must demonstrate excellence in librarianship, research, publication, and university/professional/community service in order to meet university standards for promotion and tenure.

APPLICATION AND DEADLINE: Send letter of application and complete resume with the names, addresses, and telephone numbers of five references, by **May 14, 1997**, to:

Allen G. Dries
Library Personnel Manager
Library Personnel Office, 127 Library
University of Illinois Library at Urbana-Champaign
1408 W. Gregory Dr.
Urbana, IL 61801
phone: (217) 333-5494.

AA/EEO employer.

its staff. The Head of Automation is responsible for the following areas of the library: Library automation, cataloging, serials control, and government documents. This section head trains, supervises, and assists the director in the evaluation of staff assigned to the section (currently one professional, one technician, volunteers, and work study students). He or she will be primarily responsible for planning for, implementing, and maintaining (including troubleshooting problems) all computer applications within the library, including the library's Dynix system, and all staff and public computers (the library is currently migrating from Macintosh machines to computers running Windows NT). Future projects include automating the government documents section, developing a web page, and migrating from the current Dynix system. For a complete vacancy announcement contact the **U.S. Coast Guard Academy Library** at (860) 444-8512. Deadline for application is June 15, 1997. The United States Coast Guard Academy is an equal employment, affirmative action employer.

HEAD OF ORIGINAL/SPECIAL MATERIALS CATALOGING. The Head of Original/Special Materials Cataloging reports to the Dean and Director of Penrose Library. The unit is one of three (also including copy cataloging and acquisitions) comprising the Monographs Team, which determines monographic processing policy and procedures. The Head of O/SMC is responsible for original (descriptive and subject) cataloging of monographic materials in a variety of languages, subjects, and formats, including music scores, monographs, dissertations, special/nonroutine materials, retroconversion, foreign-language, audiovisual, and other nonbook materials; is responsible for ensuring that all collections are represented in DU's online catalog; coordinates workflow of all materials cataloged in the unit; works with the serials/binding unit on dissertations processing policy; trains and supervises library assistants assigned to the O/SMC unit, and resolves cataloging questions raised by those performing com-

plex copy cataloging, classification, etc.); has collection development responsibility as bibliographer for the foreign languages and literatures areas; participates in professional and scholarly activities, including library, university, and professional committees, research, and publication; and performs other duties as assigned. Qualifications: Required: MLS from an ALA-accredited program; a minimum of three years post-MLS cataloging experience which includes original cataloging; excellent communication skills. Preferred: Cataloging experience in an academic library. Experience with authority control, knowledge of a foreign language, knowledge of Innovative Interfaces, Inc., systems, music cataloging experience, supervisory experience, and skill in working in a team environment. Salary: \$29,000-\$35,000. Benefits: TIAA/CREF pension plan; medical, vision, and dental plans available; tuition benefits; 24 vacation days per year. Status: Faculty status, non-tenure track appointment. Deadline: Applications post-marked by May 16, 1997 will receive greatest consideration. The position will remain open until filled. To apply: Please submit a letter of application addressing your ability to meet the above qualifications, and a current resume including the names, addresses, phone numbers, and e-mail addresses of three current references, to: Tori Miller, Office of the Dean, Penrose Library, **University of Denver**, 2150 E. Evans Ave., Denver, CO 80208-2007. The University of Denver is committed to enhancing the diversity of its faculty and staff and encourages applications particularly from women, minorities, people with disabilities, and veterans.

INFORMATION TECHNOLOGY INSTRUCTION LIBRARIAN. Winona State University, Winona, Minnesota has an opening for an entry-level (probationary/tenure-track) Information Technology Instruction Librarian. Appointment date is July 1, 1997. Qualifications include: Required: ALA-accredited MLS; familiarity with teaching electronic formats and online searches; and three years experience in academic

HEAD, SPECIAL COLLECTIONS DEPARTMENT

Iowa State University

The Iowa State University Library invites applications and nominations for the Head of the Special Collections Department, at the rank of Assistant Professor or higher, depending on qualifications. The department has responsibility for the following unique/rare collections and collecting areas: the ISU Archives and Records Management Program; historical manuscripts; the Archives of Women in Science and Engineering; the American Archives of the Factual Film; and rare books. The department head manages the Special Collections Department through the general administration, planning, evaluation, and implementation of the department's collections, reference services, and technical processing; promotes the department's holdings; selects organizational archives, personal manuscripts, archival factual films, and rare books; supervises the department faculty and staff; and participates in divisional and library management. Reports to the Associate Director for Public Services and Collections.

QUALIFICATIONS: Required: ALA-accredited MLS degree or appropriate equivalencies. Minimum five years experience in archival environment, including archives and/or manuscript collection development; knowledge of current standards and changes in the archival profession; and commitment to and experience with automated access systems (e.g., local online systems, bibliographic utilities, the Internet, and other digital access technologies). Experience with personnel management; effective interpersonal skills; and excellent oral and written communication skills. Evidence of abilities to provide effective leadership within a strongly participatory management environment and to meet promotion and tenure requirements.

PREFERRED: Graduate study leading to an advanced degree is desirable, preferably in history or other relevant discipline; archival studies course work; experience in grantsmanship, private fund-raising, and/or long-range planning; knowledge of archives or special collections in still and moving images, and audio and digital formats; and knowledge of donor relations and the antiquarian book trade.

BENEFITS: TIAA/CREF; excellent group medical, dental and life insurance.

SALARY: \$40,000 minimum, depending upon qualifications.

APPLICATION: Review of applications will begin **June 1, 1997** and continue until the position is filled. Submit letter of application; resume; transcripts of all college and graduate work; and names, addresses, and telephone numbers of three references to:

**Chair
Special Collections Department Head Search Committee
302 Parks Library
Iowa State University
Ames, IA 50011-2140**

*Iowa State University has a strong commitment to equal opportunity and affirmation action.
Members of protected classes are especially encouraged to apply. Iowa State University is an equal opportunity/affirmative action employer.*

See URL: <http://www.lib.iastate.edu/library/vac.html> for the complete job description.

libraries. Preferred: Second master's degree or doctorate. For a complete job description, see the Affirmative Action Office home page: <http://www.winona.msus.edu/Grants/AffirmativeAction/home.htm>; e-mail our office: affaction@vax2.winona.msus.edu or call (507) 457-5639. Position is open until filled. Review of applications begins May 5, 1997. Position available pending budgetary approval. **Winona State University** is an affirmative action, equal opportunity university.

INFORMATION TECHNOLOGY LIBRARIAN. University of North Texas Under the general supervision of the Head, LAN/PC Management Department the Information Technology Librarian assists in the implementation and effective use of computer technology throughout the UNT Libraries. Duties include development and presentation of staff training sessions; training sessions in the educational technology lab; development of self-training materials; involvement in the research and planning for new hardware and software applications; and management of the libraries' turnkey systems. Required qualifications: MLS/MIS degree from an ALA-accredited program; familiarity with library systems and procedures; demonstrated skills with standard software applications; computer support experience; and excellent communications and interpersonal skills. Preferred qualifications: experience in an academic library; programming and HTML

experience; teaching experience; and experience in applications of educational technology. Appointment at rank of Librarian I or II; 12-month renewal contract; minimum salary of \$26,000; standard benefits. Screening of applications will begin June 1, 1997, and continue until position is filled. Applicants should submit a letter of application, vita, and the names, addresses, and telephone numbers of at least three professional references to: Robert Pierce, Chair, Search Committee, Administrative Offices, University Libraries, **University of North Texas**, P.O. Box 5188, Denton, TX 76203-0188. UNT is an EO/AA employer and encourages the application of women, minorities, and persons with disabilities.

JAPANESE STUDIES LIBRARIAN. The University of Iowa Libraries, Iowa City, Iowa. Position description: Primary assignment as bibliographer and cataloger for Japanese studies, potential secondary assignment as an adjunct faculty in an appropriate academic department. Will select materials in all formats and in Japanese, English, and other European languages relating to Japanese studies; provide bibliographic and reference assistance; coordinate and implement user education; perform and review copy cataloging performed by library assistants and students; be involved with preservation and conservation of relevant materials; represent university libraries on campus as member of Center for Asian and Pacific Studies and

INFORMATION SERVICES LIBRARIAN

Indiana State University

Tenure-track faculty position available immediately.

RESPONSIBILITIES: Library instruction, including teaching classes, developing thematic workshops, producing instructional support materials; coordinates instructional services with other campus information service units; develops outreach programs for instruction; provides reference, collection development, and outreach services. Reports to the Head of Library Information Services.

REQUIRED QUALIFICATIONS: ALA-accredited MLS; two years library or related experience; library classroom instruction experience; understanding of electronic resources; outstanding interpersonal skills; excellent oral and written communication skills.

DESIRED QUALIFICATIONS: Second master's; subject knowledge in sciences, law, or government documents; academic library experience.

Screening begins **May 15, 1997**.

Send letter, resume, and names, addresses, phone numbers, and e-mail addresses of three references to:

Scott Davis, Chair
Information Services Librarian Search
Committee
Indiana State University Library
Indiana State University
Terre Haute, IN 47809

AA/EEO.

Program in Asian Civilization; work with appropriate faculty to support interest in East Asia throughout the university and state; represent university libraries at pertinent meetings and conferences. May oversee collection development and cataloging for Korean studies. Qualified candidates may have the opportunity to serve as an adjunct faculty in an appropriate department and teach one course per year, in a subject to be determined according to the interests and background of the successful applicant. Qualifications: Required: MLS from an ALA-accredited library school or equivalent; high level of professional competency in written and spoken Japanese; excellent ability to communicate with students and faculty; knowledge of East Asian studies as an academic discipline; substantial knowledge of or experience with LC classification, LCSH, AACR2, and MARC formats; demonstrated ability to work effectively with faculty and library colleagues; commitment to professional involvement. Desired: Ability to work with Chinese materials on Japanese studies; some knowledge of European languages; experience in an academic or research library; advanced work in Japanese studies. Salary and appointment: Appointment rank and salary will be based on relevant experience and educational background. Appointment will be made at the Librarian II or III level. The university offers an attractive package of benefits, including 25 days of paid vacation per year, TIAA/CREF retirement, and a flexible selection of medical, life insurance, dental, vision, childcare credit, and additional benefits. Application procedures: Applications must be received by June 30, 1997. Minorities and women are particularly encouraged to apply. Qualified individuals should submit a letter of application, resume, and the names, addresses, and telephone numbers of three references to: Janice Simmons-Welburn Coordinator for

WEB COORDINATOR

The Research Libraries of the New York Public Library, one of the world's most prestigious library systems, is leading the way in IT development and implementation. Help bring The Library into the 21st Century.

see our ad at
www.nypl.org/jobs/web.html



**The New York
Public Library**
An Equal Opportunity Employer



**THE FORD
FOUNDATION**

Supervisor, Cataloguing Services

The Foundation seeks an individual to provide hands-on original cataloguing and coordinate copy cataloguing among three departments. Responsibilities include: accuracy and integrity of cataloguing records; training staff in on-line cataloguing and indexing; developing/implementing quality control procedures; developing increased access to other information resources within the Foundation.

Required qualifications include:

- MLS with a concentration in cataloguing. Extensive practical experience with AACR2, LCSH, USMARC, and APPM formats.
- Skill in working with authority control and thesaurus implementation, archives and cataloguing non-book formats.
- Practical experience with bibliographic networks, especially OCLC and local integrated automation systems.
- Prior course work or practice in archival cataloguing preferred as is an additional degree in the social sciences. Supervisory or training experience is desirable.

Outstanding benefits and compensation package. Please send resume and cover letter to: Ms. A. Lukas, The Ford Foundation, Dept ALM, 320 East 43rd Street, New York, NY 10017. EOE

REFERENCE LIBRARIAN FOR INSTRUCTION AND EDUCATIONAL TECHNOLOGIES

University of Illinois Library (U-C)
Urbana, Illinois

RESPONSIBILITIES: Central Reference Services provides information and instructional services to the campus community of the University of Illinois at Urbana-Champaign, as well as to individuals from outside the university who require resources unique to the UIUC Library. Reporting to the Head of Central Reference Services, the Reference Librarian for Instruction and Educational Technologies is responsible for providing dynamic reference and instructional services to the students and faculty of UIUC. Specific responsibilities include providing onsite and remote reference service utilizing print and digital resources; participating in the development and maintenance of the instructional component of the Reference Library's homepage; coordinating course-related and resource-based library instruction within Central Reference Services; assessing the instructional needs of UIUCs library users in a rapidly changing environment and developing effective computer-assisted and course-integrated instruction; serving as liaison between Central Reference Services and other instructional programs within the library; working closely with other campus units involved with the innovative application of educational technologies. The incumbent will play an active role in seeking external funding (primarily through university initiatives) for support of innovative computer-assisted/network-based projects.

QUALIFICATIONS: Required: ALA-accredited MLS. Minimum of two years professional experience in an academic library, including experience with: Searching bibliographic utilities, online databases, and web-based resources; developing and providing library instruction (classroom based and computer assisted). Demonstrated commitment to providing dynamic reference service. Knowledge of new technologies and experience with their applications in enhancing instructional services. Demonstrated ability to plan and implement new programs and services. Leadership and interpersonal skills, including the ability to manage change in a positive manner. Superior oral and written communication skills. Evidence of ability to meet university standards of research, publication, and professional service for promotion and tenure.

PREFERRED: Working knowledge of one or more western European languages.

DESIRED: Second master's degree, preferably in an education-related field.

SALARY AND RANK: Salary, \$30,000 or higher, depending on credentials and experience, for appointment as Assistant Professor. Librarians have faculty rank and must demonstrate excellence in librarianship, research, publication and university/professional/community service in order to meet university standards for promotion and tenure.

APPLICATION AND DEADLINE: Send letter of application and complete resume with the names, addresses, and phone numbers of five references, by **May 14, 1997**, to:

Allen G. Dries
Library Personnel Manager
University of Illinois Library at Urbana-Champaign
1408 W. Gregory Dr.
Urbana, IL 61801
phone: (217) 333-5494

AA/EEO employer.

Personnel and Diversity Programs, **University of Iowa** Libraries, Iowa City, IA 52242-1420; (319) 335-5871. The University of Iowa is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

LIBRARIAN, OFF-CAMPUS LIBRARY SERVICES (OCLS). Central Michigan University. Provides reference assistance and library user education to Central Michigan University College of Extended Learning (CEL) students, faculty, administrators, and staff involved primarily with graduate-level credit courses. Serves CMU program centers in the northeast U.S. and Ohio. Travel to these locations is required. Position is based in Falls Church, Virginia. Development and marketing of OCLS's services, especially access to its emerging electronic resources, are key elements of the position. This position also works with other unit members to present the CMU Off-Campus Library Services Conference, an international, biennial meeting. OCLS, a

leader in the extended campus library services field, consists of seven professional librarians and a support staff of 6.5 FTE. Minimum qualifications: MLS degree from an ALA-accredited library school and at least one year of professional library experience, or equivalent, in a public services setting. Knowledge of and experience in using print as well as electronic resources, including CD-ROMs, online databases, and Internet/World Wide Web resources. Demonstrated experience in planning and delivery of library user instruction; evidence of excellent written and oral communication; strong interpersonal skills; flexibility and desire to work in a rapidly changing technological environment; and willingness to travel and work a flexible schedule are required. Preferred qualifications: Reference experience with social sciences, education, administration, health services, and computer software resources, preferably in an academic or public library. Microcomputing experience using Windows-based programs. Familiarity with HTML authoring programs and web page construction

THREE LIBRARIAN POSITIONS

Georgetown University

ACCESS SERVICES, HEAD

RESPONSIBILITIES: Manages the Access Services Department of eight full-time staff and more than 600 weekly hours of student staff. Department services include circulation; interlibrary loan and document delivery; reserves, both print and electronic; and stacks maintenance. As a department head, contributes to policies and priorities for the Main Campus Libraries. Depending on qualifications, may serve at the reference desk and as a collection development liaison. Some weekend hours required.

REQUIRED QUALIFICATIONS: ALA-accredited MLS and five or more years increasingly substantive professional experience in an academic or research library, including at least two years at a supervisory level. Ability to plan, organize, and implement projects; understanding of information access needs of library users at all academic levels; evidence of innovation in providing library services; broad knowledge of library and information services and technologies; ability to communicate well both orally and in writing. Desired: Extensive experience in circulation (the library uses the Innovative Interfaces LIS), interlibrary loan, document delivery, or reserves.

SALARY: \$35,000 minimum.

BUSINESS REFERENCE LIBRARIAN

RESPONSIBILITIES: Provides specialized reference service, instruction, outreach, and collection development to students and faculty in the School of Business, as well as general reference service in the social sciences and humanities. Collection development responsibilities include: Management, marketing, accounting, finance, and international business. Develops and teaches course-integrated instruction and Internet classes, and writes library guides. Shares evenings/weekend reference responsibilities.

REQUIRED QUALIFICATIONS: ALA-accredited MLS; two years business reference experience; demonstrated familiarity with a variety of electronic information resources, including the Internet; strong service orientation; in-depth knowledge of business reference materials; familiarity with a variety of humanities and social sciences reference materials; excellent oral and written communication skills; potential to excel as a team member in a dynamic and challenging academic library environment; demonstrated initiative; and the ability to work with all levels of staff and a variety of patrons. Desired: Academic background in business, working knowledge of at least one western European language.

SALARY: \$31,000 minimum.

SCIENCE REFERENCE LIBRARIAN

RESPONSIBILITIES: The Science Reference Librarian delivers research and reference services in the sciences, with a strong emphasis on planning, coordinating, and promoting Blommer Science Library instruction, workshops, and orientation programs; designing and writing user aids and training materials; maintaining the Science Library's homepage; serving on library committees. Serves as the liaison for collection development for one or more scientific disciplines. Two evenings per week and occasional weekend assignments required. Responsible for the Science Library in the absence of the Science Librarian.

REQUIRED QUALIFICATIONS: ALA-accredited MLS; two years professional science reference experience; demonstrated experience with scientific database searching, especially highly specialized chemical information and structure searching; ability to communicate well both orally and in writing; demonstrated initiative; ability to work with all levels of patrons and staff; strong service ethic; familiarity with the structure of knowledge in the scientific disciplines; experience teaching researchers and students how to choose and use information resources. Desired: Bachelor of science in chemistry, biology, or physics; working knowledge of German language; academic or special library experience.

SALARY: \$31,000 minimum.

SALARY AND BENEFITS: Salary beyond minimum will depend on qualifications and experience. Academic status. Generous vacation, insurance, and retirement plans.

APPLICATION DEADLINE: Review of applications will begin **June 1, 1997**. 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. NW
Washington, DC 20057-1174

Georgetown University is an affirmative action, equal opportunity employer.

ASSISTANT DIRECTOR FOR COLLECTION MANAGEMENT

The American University in Cairo

The American University in Cairo (AUC) Library is inviting applications for the position of Assistant Director for Collection Management. AUC is chartered in the United States and accredited by the Middle States Association of Colleges and Schools and other bodies.

As part of the library's senior administration, the Assistant Director will be responsible for overall collection management operation of the AUC Library, with holdings of approximately 300,000 items in all formats. Responsibilities include participation in and supervision of collection development, preservation, and the provision of access to external resources, including document delivery. The Assistant Director oversees the selection work of the subject specialist bibliographers and library liaisons with teaching departments and the activities of the Coordinators of External Resources and Preservation and their support staff.

Required qualifications include a graduate degree in library science/ information management or the equivalent from an accredited program, with a second Master's degree desirable; minimum of five years of increasingly responsible professional experience, preferably in collection management; and ability to communicate well in spoken and written English. Working knowledge of Arabic and other languages useful; computer literacy and knowledge of contemporary standards of special collections librarianship essential.

For relocated hires the position is a two-year renewable appointment beginning September 1997. Salary according to qualifications and experience. Expatriates receive housing, round-trip air travel to Egypt, schooling for up to two children, and other benefits. Mail letter of application with curriculum vitae, preferably before **May 15, 1997**, to:

Andrew Kerek, Provost
The American University in Cairo
420 Fifth Ave., 3rd Fl.
New York, NY 10018-2729

AUC is an equal opportunity employer.

DIRECTOR OF LIBRARY

Maryland Historical Society

The Maryland Historical Society seeks applications for the recently endowed position of France-Merrick Director of Library. The position entails division head responsibility for a major research and reference library specializing in the history and culture of the mid-Atlantic region. The successful candidate must be entrepreneurial, dedicated to public scholarship, enthusiastic about history, receptive to the needs of genealogical researchers. Should possess strong leadership skills; ability to promote both internal and external cooperation; exceptional skills in library management, including collection development, strategic planning, fiscal management; experience in integrating new information technologies into library services. Will have active role in the complete renovation and expansion of the library.

QUALIFICATIONS: ALA-accredited MLS; master's degree in American history or related field; excellent written, oral, and interpersonal communication skills; strong commitment to public service. Professional involvement at state or national level desirable. Minimum salary \$45,000.

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

Dennis Fiori, Director
Maryland Historical Society
201 W. Monument St.
Baltimore, MD 21201

a plus. Applicants are encouraged to visit the following web sites for more information about the university, the CMU Libraries, and the College of Extended Learning: <http://www.cmich.edu>, <http://www.lib.cmich.edu>, and <http://www.cel.cmich.cmu>. Successful candidate will participate in a flexible benefit program, including medical, dental, life insurance (including AD&D), long-term disability, flexible spending accounts; dependent life insurance available. In addition, CMU provides retirement, tuition waiver, paid sick leave, paid vacation, and paid holidays. Salary commensurate with qualifications; minimum \$35,500. Submit letter of application addressing specific qualifications for the position, resume, and names, titles, addresses, and telephone numbers of three references to: Chairperson, Selection Committee, 207 Park Library, **Central Michigan University**, Mt. Pleasant, MI 48859. Position is available June 1, 1997. Applications will be accepted until the position is filled. Review of candidates' files will begin in mid-May 1997. CMU, an AA/EQ institution, encourages diversity and resolves to provide equal opportunity regardless of race, sex, disability, sexual orientation, or other irrelevant criteria.

LIBRARY INSTRUCTION COORDINATOR/REFERENCE LIBRARIAN. The University of Missouri—St. Louis, with a student population of 15,000, seeks an individual to serve as a general reference librarian and as an innovative, dynamic leader responsible for an established, successful library instruction program. Responsibilities: Plan, implement, and evaluate the instructional program. Duties include coordinating all instruction activities, teaching group sessions in the library's high-tech instructional facility, developing and preparing teaching aids, including those based on new applications of technology, and supporting the development of librarians as instructors. General reference and collection development assignments are position components. Required qualifications: ALA-accredited MLS, a strong commitment to excellence, exceptional interpersonal and communication skills, and professional experience in an academic library providing reference and library instruction. Preferred: Second master's degree and experience in teaching and course development. The

REFERENCE/INSTRUCTION LIBRARIAN

DePaul University Library Loop Campus

The Loop Campus Library at DePaul University is seeking a full-time, service-oriented reference/instruction librarian whose responsibilities include proactive reference service in an automated environment, innovative library instruction, development of active working relationships with faculty, and participation in a comprehensive collection development program. The newly renovated, networked Loop Campus Library houses the business and computer science collections. It is located in DePaul Center, which serves as the cornerstone for DePaul's Loop Campus in downtown Chicago. DePaul University is a private, doctorate-granting, urban institution of over 17,000 students, with five Chicago area campuses.

The successful candidate will have an ALA-accredited MLS degree; a strong service orientation; creative teaching ideas; skill in the use of electronic information sources, including web-based and other Internet sources; excellent oral and written communication skills; demonstrated initiative and flexibility in a demanding and rapidly changing environment. Strongly preferred qualifications include two or more years academic reference experience with an emphasis on business, and a commitment to professional development.

Excellent benefits include free tuition, medical and dental package, four weeks vacation, and TIAA/CREF pension plan. Salary starts at \$31,000, depending on experience and education. Applications will be accepted until the position is filled. Send letter of application with resume and the names of three current references to:

Doris R. Brown
Director of Libraries
John T. Richardson Library
2350 N. Kenmore
Chicago, IL 60614-3210

DePaul University, an employer of choice, is committed to diversity and equality in education and employment.

University of Missouri—St. Louis provides an excellent benefits package. Salary is commensurate with experience. St. Louis offers a low cost of living and a variety of cultural and year-round recreational opportunities. Send letter of application and current resume, including the names of three references, to: Sandra Snell, Head of Reference, Thomas Jefferson Library, University of Missouri—St. Louis, 8001 Natural Bridge Rd., St. Louis, MO 63121-9989. Applications will be accepted until the position is filled. Those received before June 16, 1997, will be given first consideration. The University of Missouri—St. Louis is an equal opportunity employer.

LIBRARY SYSTEMS COORDINATOR. Full-time; some evening/weekend hours. Provides leadership and coordinates overall plan-

MUHLENBERG COLLEGE

TREXLER LIBRARY— Reference Team Coordinator

(Search extended!)

Creative, enthusiastic, energetic individual sought for this position as member of a team of three full-time reference librarians and three part-time paraprofessionals. The coordinator will be a subject specialist in the social sciences and, under the general direction of the library director, will be responsible for all reference services. Responsibilities include service development, expansion of outreach and instruction, staff supervision, departmental budget management, and policy and practice formulation for a vigorous information literacy program. Accredited ALA MLS, minimum of two years academic library experience, and ability to plan, implement and supervise a multifaceted reference program required. Extensive knowledge of electronic resources necessary. Background in psychology, education or business preferred. Second master's degree in a social science preferred.

The College is a selective, private, liberal arts college of 1,700+ students, located in a suburban setting within easy driving distance of Philadelphia and New York City. Trexler Library is a modern, 76,000 sq. ft. facility holding over a quarter of a million volumes. Fully automated, the library subscribes to over 20 CD-ROM databases.

We offer a comprehensive benefits package (including tuition scholarship programs for dependents after two years of service) and competitive salary commensurate with qualifications and experience. Expected starting salary in the low \$40's. To apply, send letter of application, 1-2 page statement of your philosophy of reference in the liberal arts college, resume and names/phone numbers of three professional references to **Myrna McCallister, Director, Trexler Library, Muhlenberg College, Allentown, PA 18104.** Application review begins June 15, 1997 and will continue until the position is filled. EOE.

Visit the Trexler Library Web site at:
www.muhlenberg.edu/library/library.html.

SERIALS CATALOGER

- The Serials Cataloger Librarian, under the direction of the Head of Serials, performs all aspects of serials cataloging (periodicals and continuations) and insures the incorporation of bibliographic information into OCLC, Inc., as well as into the Library's local computer system and the Boston Library Consortium Union Lists of Serials. Duties include coordinating activities on conversion of the Library's serial bibliographic and holdings records, assisting in the training and operational performance of classified staff, collection development responsibilities and some reference work.

QUALIFICATIONS: MLS from an ALA accredited program; working knowledge of serials cataloging to include experience with AACR2, LCSH LC schedules, MARC serials formats, and other relevant cataloging tools; experience with OCLC; ability to work effectively with a high attention to detail; ability to communicate effectively both orally and in writing with staff and users; ability to resolve issues in merging technologies; strong commitment to library service and professional growth. Reference service experience preferred.

Rank and salary dependent on experience and qualifications. Salary range: \$29,800 - \$37,500 with an initial appointment of a renewable 12-month contract. This is a Faculty Staff Union/MTA/NEA peer-reviewed position. Send cover letter, vitae, and names and addresses of three references to: **Rebecca Breedlove, Chair, Serials Cataloger Search Committee, University of Massachusetts Boston, 100 Morrissey Blvd., Boston, MA 02125-3393.** Email: Becky@delphinus.lib.umb.edu. Application closing date May 22, 1997. An Affirmative Action, Equal Opportunity, Title

U Mass Boston

ning, management and training in use of library's III Information System, including desktop applications and local network. Supervises system technician and student staff. Provides reference and instruction. ALA-accredited MLS or equivalent; experience/course work in application of information technology to library services; working knowledge of information standards (Z39.50, MARC, HTML, SGML); PC hardware and software products, CD-ROM technology, telecommunications, and network applications, including client-server architecture. Working knowledge of print and electronic reference sources; experience in computer training; excellent organizational, planning, problem-solving, and communication skills; and a strong service orientation. Professional experience in maintenance of an integrated library automation system; experience in an academic library; and familiarity with computer programming, multimedia, and Macintosh hardware and software preferred. Hiring range: \$32,244-\$36,636; generous benefits package. Interested individuals are encouraged to submit application materials postmarked no later than May 20, 1997, to insure consideration. Submit interest letter, resume, and names of three references to: Library Search, **University of Puget Sound**, P.O. Box 7297, Tacoma, WA 98407. EOE/AA.

MUSIC LIBRARIAN. (Rank determined by qualifications. Responsibilities: This position reports to the Head, Serials/Non-Books Unit of the Catalog Department. It is responsible for both cataloging and

HEAD OF REFERENCE

DePaul University Library Loop Campus

DePaul University Library is seeking a Head of Reference for its Loop Campus Library, the location for the business and computer science collections. The Head of Reference is responsible for providing reference and research services to all library users at the Loop Campus Library. The Head takes a leadership role in designing and implementing information services for Loop Campus Library constituencies, works closely with the Instruction Coordinator to support innovative library instruction, participates in a comprehensive collection development program, and develops active working relationships with faculty in order to identify and assess information needs and services.

The newly renovated, networked Loop Campus Library is located in DePaul Center, which serves as the cornerstone for DePaul's Loop Campus in downtown Chicago. DePaul University is a private, comprehensive, urban institution of over 17,000 students with, five Chicago area campuses.

The successful candidate will have an ALA-accredited MLS degree; a strong service orientation; skill in the use of electronic information sources, including web-based and other Internet sources; excellent oral and written communication skills and interpersonal skills; demonstrated initiative and flexibility in a demanding and rapidly changing environment. Preferred qualifications include business reference experience; two or more years of supervisory experience; experience in an academic library; and a commitment to professional development.

Excellent benefits include free tuition, medical and dental package, four weeks vacation, and TIAA-CREF pension plan. Salary starts at \$41,000, depending on experience and education. Applications will be accepted until the position is filled.

Send letter of application with resume and the names of three current references to:

Doris R. Brown
Director of Libraries
John T. Richardson Library
2350 N. Kenmore
Chicago, IL 60614-3210

DePaul University, an employer of choice, is committed to diversity and equality in education and employment.

DIRECTOR OF INFORMATION SERVICES

Washington State University at Tri-Cities

Washington State University at Tri-Cities is seeking a dynamic leader to fill the newly created position of Director of Information Services for its campus in Richland, Washington. This is a permanent, full-time, 12-month administrative position. The Director of Information Services will have overall responsibility for computing, library, telecommunications, and media support services; serve as Director of the Hanford Technical Library at WSU Tri-Cities; and oversee the operation of the U.S. Department of Energy Public Reading Room. The Director will report to the Campus Dean, and contribute to campus wide policy decisions as a member of the Dean's Cabinet.

Information Services are primarily located in the new (June 1997) 70,000 square foot, \$18.6 million WSU Consolidated Information Center. The CIC brings together the WSU library, computing, and media support along with the U.S. Department of Energy library and reading room in an attractive state-of-the-art facility to serve the larger information needs of the Tri-Cities, Washington, community. Many opportunities for innovative service will exist within this facility for the successful candidate. Applicants are sought who can make greatest use of these unique opportunities.

Minimum qualifications require a bachelor's degree; five years experience in administration and management, with at least three years of supervisory experience; substantive record of successful accomplishment showing progressive administrative responsibilities related to an academic or research library or a computing services operation; demonstrated familiarity with academic or research library operations, including experience in management of integrated library systems and networked information technologies; demonstrated familiarity with computing operations, including the management of both administrative and nonadministrative computing, and network services; demonstrated experience with budget and program planning; and excellent interpersonal, organizational, and communication skills.

Preferred qualifications include a graduate degree in library or information science or a master's degree in management or related field; demonstrated ability to act as an advocate or spokesperson; demonstrated understanding of issues affecting academic and research libraries, computing, telecommunications, media services, and their relationship with research institutes and higher education; demonstrated familiarity with a distributed computing environment, libraries without walls, global information access, and modern telecommunications for research and instruction; experience with consensus building, team management, and developing excellence in faculty and staff; and ability to function effectively in an evolutionary and growth-oriented environment.

Salary will be competitive and commensurate with experience.

The WSU Tri-Cities site on the World Wide Web can be found at <http://www.tricity.wsu.edu> and a link to a full position announcement can be found at http://www.tricity.wsu.edu/htmls/director_is.

Review of applications will commence on **June 1, 1997**. Send letter of application, curriculum vitae, and three references including addresses, and phone numbers, to:

Chair, Director of Information Services Search Committee
Washington State University at Tri-Cities
100 Sprout Rd.
Richland, WA 99352
fax: (509) 372-7100

WSU is an EO/AA educator and employer. Protected group members encouraged to apply.

reference for music materials. Cataloging responsibilities: Perform original and complex copy cataloging of music materials in all formats; establish name, series, and uniform title authority records; assist with the formulation and review of policies and procedures in the catalog department; work with interns from the School of Library and Information Studies. Reference responsibilities: Serve as selector for music materials for the collections and as resource librarian for faculty and students of the School of Music; provide bibliographic instruction in support of the university's music programs; provide specialized music reference assistance to the academic community; maintain close, cooperative working relationships with humanities reference personnel. Qualifications: Required: MLS degree accredited by ALA. Undergraduate degree in music. Familiarity with cataloging, preferably at a research library, using AACR2, LCSH, LCCS, and MARC. Experience in using automated library systems such as NOTIS and OCLC. Thorough knowledge of music resources. Excellent organizational,

communication, interpersonal, and computer skills; evidence of potential to meet university requirements for promotion and tenure. Preferred: Professional cataloging experience; second master's degree in music highly desirable; experience working with faculty and students and selecting library materials; reference experience; instructional experience; knowledge of one or more western European languages; experience with NACO authority work; Internet skills. Salary/benefits: 12-month tenure-track faculty position. Salary and rank determined by qualifications. Strong benefits. Substantial moving allowance may be available. The University of Alabama Libraries hold membership in ARL, CRL, SOLINET, CNI, and the Network of Alabama Academic Libraries. To apply: Send letter of application, resume, and names, addresses, and phone numbers of three references to: Voni B. Wyatt, Personnel Officer, The University of Alabama, P.O. Box 870266, Tuscaloosa, AL 35487-0266. Applications received by May 31, 1997, are assured of receiving consider-

LIBRARY DIRECTOR

Presbyterian College

Presbyterian College seeks to fill vacancy created by retirement. Tenure-track faculty position, with accountability to the Vice President for Academic Affairs. Requirements include ALA-MLS plus master's or doctorate in a liberal arts discipline, with a minimum of five years of administrative experience in a college or university library. Some teaching experience preferred. Desired starting time in mid-August 1997. Search continues until position is filled.

Director is responsible for overall library program at a church-related (PCUSA) Carnegie Liberal Arts I institution (1,150 students) located in Clinton, South Carolina, a small town within one hour of several metropolitan areas. Staff: eight FTE, with three professionals besides director.

Desirable qualities: Commitment to undergraduate higher education, the ability to relate and integrate the library with all facets of academic program, and skills to implement appropriate applications of new information technologies for a liberal arts college.

Salary of \$35,000 up, depending upon training and experience. Please send resume and letter of application, with names, addresses, and telephone numbers of three references, to:

James L. Skinner
Library Search Committee
Presbyterian College
P.O. Box 975
Clinton, SC 29325

ation. The University of Alabama is an equal opportunity/affirmative action employer.

REFERENCE AND MUSIC LIBRARIAN. Houghton College, New York. Highly competitive liberal arts college associated with the Wesleyan Church. 225,000 volumes, fully automated. ALA-accredited MLS or equivalent required. Faculty status, 10-month contract. Supervise music library and six student workers. Experience with OCLC, computer literacy (especially using Internet for reference service and online database services). Teach bibliographic instruction. Send letter and resume (listing three references) to: George Bennett, Library Director, Houghton College, Houghton, NY 14744; or e-mail: gbennett@houghton.edu.

REFERENCE LIBRARIAN. Endicott College. Fall 1997. Professional position providing assistance to students, faculty, and staff with online catalog, reference materials, library usage, and interlibrary loans. MLS from ALA-accredited institution required; one year reference experience, some knowledge of MARC cataloging and knowledge of reference services in automated environment. Able to work evening hours and Saturday nine to five. Endicott College is a four-year, coeducational institution located on the North Shore of Massachusetts, about 20 miles from Boston. With an enrollment of approximately 1,150 FTE, the college has a graduate program and an established record of growth. Please submit letter of interest, resume, and names of three references, with phone numbers, to: Director of Personnel, **Endicott College**, 376 Hale St., Beverly, MA 01915; fax: (508) 927-0084; web page: <http://www.endicott.edu>. AA/EOE.



Temple University

Associate Director for Technical Services & Systems

Temple University Health Sciences Libraries is seeking an individual to manage the Technical Services and Systems Department which is comprised of the following units: Library Automation and Systems; Acquisitions; Technical Processing; Cataloging and Collection Management; Serials Management and Binding; and Collection Development and Evaluation. This high level management position will also include strategic planning for policy and program development activities and be part of an executive management team. Requirements: Master's degree in library or information science from an American Library Association accredited program. Membership in the Academy of Health Information Professionals (AHIP) highly desirable. Minimum of ten years relevant experience in a medical or science library highly desirable. Minimum of five years supervisory experience required. Minimum of five years working experience with state-of-the-art integrated library systems. Extensive knowledge and experience with OCLC or RLIN; library automation; and serials control systems required.

Temple University offers a competitive salary and a comprehensive benefits package. Candidates should FAX (215) 204-5921 or submit their resume and salary requirements to: **Robin Isakoff, Employment Rep., Req. #019M-5, TEMPLE UNIVERSITY, 203 USB, 1601 N. Broad Street, Philadelphia, PA 19122.** EOE/ AA.

**Health Sciences Center Libraries
Fisher Learning Center and the
Scholars Information Center**

REFERENCE LIBRARIAN/ELECTRONIC RESOURCES COORDINATOR. Copley Library, University of San Diego. Full-time, tenure-track, faculty position. Duties: Under the direction of the Head of Reference, helps plan, evaluate, implement, and maintain the library's electronic information resources and technologies, including CD-ROMs, Internet-accessible databases, end-user and mediated search services, and World Wide Web page administration. Provides staff training, bibliographic instruction (individual and classroom), and reference services (including night and weekend duty). Participates

BIOLOGY LIBRARIAN

University of Illinois Library, Urbana-Champaign

RESPONSIBILITIES: Reporting to the Deputy University Librarian, and working cooperatively with the Life Sciences Division Coordinator, the Biology Librarian is chief administrative officer of the Biology Library. The UIUC Biology Library holds a working collection of over 113,000 volumes including more than 2000 serial titles, and is actively collecting electronic resources. Botany, Entomology, and Ornithology are particularly outstanding. The collection supports the teaching and research needs of the School of Life Sciences and the Departments of Biophysics; Cell & Structural Biology; Ecology, Ethology & Evolution; Entomology; Microbiology; Neuroscience; Molecular and Integrative Physiology; and Plant Biology. With primary responsibility for the Biology Library's public service, instruction, collection development and technical services activities, the librarian hires and supervises staff, oversees the budget interprets general library policy, and along with other staff members, provides reference services and research assistance to the library's clientele. Coordinates all aspects of collection development in the Biology Library and works closely with School of Life Sciences faculty to assure that the Library's programs, services, and collections meet the needs of faculty and students. Develops electronic resources and services, both local and remote, and fosters the incorporation of these resources into the ongoing scholarly activities of library users. Serves as liaison with other University Library units, librarians, and with faculty, visitors, and students. The Biology Librarian also represents the Biology Library in local, national, and international activities, and encourages the planning and implementation of programs of resource sharing and cooperative collection development with other regional and national library programs. May participate in the preparation of proposals for external funding for special projects. For more information see: <http://www.life.uiuc.edu/biolib/>.

QUALIFICATIONS: Required: ALA-accredited MLS. Minimum of three years professional, post-MLS experience in an academic research library, including collection development. Knowledge of the information needs of scholars in the life sciences, as demonstrated by professional library experience in the areas served, Knowledge of new technologies and their applications to enhancing information services. Superior oral and written communication skills. One year of supervisory experience in a comparable library setting. Ability to work cooperatively and collegially with colleagues, students, and academic faculty in a complex, changing, and multicultural environment. Evidence of research orientation and ability to meet university standards for promotion and tenure. Leadership skills, including the ability to manage change in a positive manner. Preferred: Strong service orientation. Graduate or undergraduate degree in the biological or life sciences.

SALARY AND RANK: Salary: \$38,000 or higher, depending on credentials and experience. Tenure track appointment as Assistant Professor or tenured appointment as Associate Professor. Librarians have faculty rank and must demonstrate excellence in librarianship, research, publication, and university/professional/community service in order to meet university standards for promotion and tenure.

APPLICATION/DEADLINE: Send letter of application and complete resume with the names, addresses, and phone numbers of five references, by May 30, 1997, to:

Allen G. Dries
Library Personnel Manager
University of Illinois Library at Urbana-Champaign
1408 W. Gregory Dr.
Urbana, IL 61801
phone: (217) 333-5494

AA/EO employer.

in collection management for assigned areas. Requirements: MLS from an ALA-accredited institution. Familiarity with Internet resources and searching, CD-ROM technology, online databases, and HTML/SGML design. Experience in an academic library preferred. Effective oral and written communication and classroom skills. Ability to work in a team environment in a dynamic library setting. Librarians at the University of San Diego are expected to meet reappointment and tenure criteria, which include teaching, research, creative work, professional activity, and university and public service. A second master's degree is required for consideration for tenure in the sixth year. Anticipated starting date: September 1, 1997. Minimum salary: \$34,000 annually. University benefits include health and life insurance, retirement plan, and tuition remission. The University of San Diego is a private, independent, Catholic university with 6,000 students in four professional schools and the College of Arts and Sciences. Send letter of application, resume, and the names, ad-

resses, and telephone numbers of three professional references to: Tony Harvell, Chair, Electronic Services Librarian Search Committee, Copley Library, **University of San Diego**, 5998 Alcalá Park, San Diego, CA 92110-2492. Applications will be considered beginning May 15, 1997. USD is an affirmative action, equal employment opportunity employer.

REFERENCE LIBRARIAN FOR THE SCIENCES. The Libraries of the Claremont Colleges seek a Reference Librarian for the Sciences for a full-time appointment available July 1, 1997. Reports to the Director of the Libraries. Responsibilities: Provide reference service in two of the three campus libraries: Sprague Library, on the Harvey Mudd College campus, which emphasizes engineering and the physical sciences, and the Seeley G. Mudd Science Library, on the Pomona College campus, which emphasizes basic sciences. The librarian will also participate in collection development and library instruction for engineering and the

TWO POSITIONS AVAILABLE

State University of New York at Oswego

Penfield Library at State University of New York at Oswego is seeking to fill two professional positions in Public and Technical Services.

Cataloging Librarian

RESPONSIBILITIES: Perform original and copy cataloging in a variety of formats and participate in authority control functions. Must have knowledge of AACR2, LCSH, LC classification, MARC formats, and principles of authority control, and experience with a major bibliographic utility, preferably OCLC. Supervisory experience and a minimum of at least two years professional cataloging experience preferred. Also includes some reference, bibliographic instruction, and collection development responsibilities.

Public Services Librarian

RESPONSIBILITIES: Major assignment in user support services, including reference, library instruction, and collection development. Depending upon experience, duties may also include some technical services and/or library automation assignments. At least one year of professional library experience is preferred, as is familiarity with emerging technologies, including the Internet.

For both positions, an MLS from an ALA-accredited institution is required. Candidates should have evidence of professional and scholarly contributions. Subject backgrounds of special interest include science, business/economics, political science, and law. We seek candidates with good communication skills and the ability to work as members of a team. We welcome applicants from historically under-represented groups.

Both positions will require some weekend and evening hours and are 12-month, tenure-track positions with faculty status. Salary and rank are commensurate with qualifications. Applications received by **May 15, 1997**, will receive first consideration. Applications will be reviewed until positions are filled. Anticipated starting date is August 1, 1997.

Send letter of application, resume, transcripts, and three letters of reference to:

**Michael J. McLane, Director
Penfield Library
SUNY Oswego,
Oswego, NY 13126**

SUNY Oswego is an affirmative action employer.

SYSTEMS LIBRARIAN

Community College of Philadelphia

Community College of Philadelphia is seeking a Systems Librarian to join the staff of the newly renovated and automated library.

Responsible for managing the electronic information/knowledge systems and services in the library, including the new INNOPAC system and CD-ROM LAN. Maintains all hardware and software, provides training and technical expertise in the planning and implementation of future installations and upgrades of library computer systems. Principal resource person in the library for Internet/WWW applications and development. Serves as a resource for information technology planning and development collegewide. Participates fully in bibliographic instruction and public service.

QUALIFICATIONS: Required: ALA-accredited MLS; minimum of two years managing library computer applications, including evaluation, installation, and troubleshooting; demonstrated expertise with MS Windows, networking, PCs, Internet, and WWW applications, HTML, IOLS (INNOPAC preferred); knowledge of MARC; very strong interpersonal skills and ability to communicate and work effectively in a collegial manner with all members of the college community.

This tenure-track, 12-month position is available September 1, 1997. Excellent fringe benefits; faculty rank and status; four-day summer work week.

SALARY: Instructor from \$33,382; Assistant Professor from \$36,108.

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

**Department Head
Library Services
1700 Spring Garden St.
Philadelphia, PA 19130.**

Review will begin **June 2, 1997** and will continue until an appointment is made.

We are committed to a workforce reflective of our community. AA/EOE.

physical sciences. The successful candidate must be willing to develop collaborative relationships with faculty and work in a team-oriented library environment which is increasingly electronic based. Qualifications: Required: MLS from ALA-accredited program in addition to academic background in the sciences. Preferred: Public service experience, preferably serving users of science information; knowledge of print and electronic reference sources. Desirable: Experience in creating World Wide Web documents; excellent interpersonal and communication skills; ability to work effectively as a team member in a dynamic, rapidly changing environment. Salary: \$2,585 per month minimum. Starting salary dependent on qualifications. 22 days vacation. Excellent benefits package. Applications received by April 21, 1997, will be given first consideration. For a more detailed description visit our web site at <http://voxlibris.claremont.edu/sciibn.html> or contact Search Committee/SRL, Libraries of The Claremont Colleges,

Administration Office, 800 N. Dartmouth Ave., Claremont, CA 91711-3991. Send letter of application; full resume; and names, addresses, and telephone numbers of at least three references who are knowledgeable about your qualifications to: Alberta Walker, Associate Director, The Libraries of **The Claremont Colleges**, Honnold/Mudd Library, 800 N. Dartmouth Ave., Claremont, CA 91711-3991.

REFERENCE/PUBLIC SERVICES LIBRARIAN. The University Library System, University of Pittsburgh, is seeking candidates for the position of Reference/Public Services Librarian, Business Library (entry-level, full-time) The ULS is an AA/EEO aggressively committed to increasing diversity in our workplace, and strongly encourages applications from candidates who can contribute in this area. This position provides in-depth and ready reference service, library research instruction, and public services in a heavily used departmental library and will report to the head of the library. Scheduled hours will be Monday through Thursday, 12:30 p.m.-9:00 p.m., and Friday, 8:30 a.m.-5:00 p.m., with supervision of the Business Library operations after 5:00 p.m. Scheduled for regular business hours (8:30 a.m.-5:00 p.m.) during days that Business Library closes at 5:00 p.m. Required: ALA-accredited MLS (or recognized equivalent). Demonstrable knowledge of library information services, emerging electronic information services, and their applications to libraries. Effective organizational, interpersonal, communication, and presentation skills. Experience in an academic library (or course work in academic librarianship) desirable. Salary: \$27,000. Comprehensive benefits package including 23 vacation days per year, Blue Cross/Blue Shield, TIAA/CREF, and tuition assistance.

To apply, submit letter of application and resume with the names, addresses, and phone numbers of three references to: William Gentz, Personnel Librarian, 271 Hillman Library, **University of Pittsburgh**, Pittsburgh, PA 15260. Applications received by May 31, 1997, will receive primary consideration.

SYSTEMS LIBRARIAN. The University of Texas-Pan American. Responsibilities: Oversees and manages the library DEC Alpha and LAN operations. Plans and oversees installation of the DEC Alpha upgrade. Provides training for library staff for the DEC Alpha upgrades and DRA functions as needed. Participates in general library work responsibilities as needed and appropriate for the optimum functioning of the library. Requirements: MLS degree from an ALA-accredited institution, training in UNIX; two or more years of recent experience in computer operations, including CD-ROM LAN systems at an automated library. Preferred: Knowledge of OCLC and DRA, experience in an automated academic library, staff computer-use training experience, supervisory experience, undergraduate and/or additional master's degree in computer science-related field. Position: Full-time nontenured administrative staff position. Available September 1, 1997, subject to availability of funds. Salary is \$35,000 per annum. Deadline for applications is July 15, 1997. Applications: Should be directed to the Office of Personnel, **The University of Texas-Pan American**, 1201 W. University Dr., Edinburg, TX 78539-2999. Application materials should include a letter of application, a current resume, copies of transcripts of all college work, and three recent letters of recommendation. UTPA is an AA/EEO. (96/97-118)

Late Job Listings

DIRECTOR, EAST TEXAS RESEARCH CENTER/UNIVERSITY ARCHIVIST AND RECORDS MANAGER. Stephen F. Austin State University's Ralph W. Steen Library seeks a creative leader for the position of ETRC Director. Duties: Manages all operations of the East Texas Research Center; plans and administers center budget; processes and directs processing of manuscript collections; oversees Records Management program; manages university archives and Regional Historical Resources Depository Program; performs collection development, reference and research assistance. SFASU has an enrollment of 12,000 and is located in pineforested east Texas. The ETRC is a North American Forest History Association Repository and contains extensive collections in local and forest history. Steen Library employs 17 librarians, four professionals, 31 support staff, plus student assistants. ETRC staff includes one librarian in addition to the director, one support staff member, and several student assistants. Qualifications: Required: Master's degree from an ALA-accredited program; three years professional library experience; supervisory experience; ability to communicate effectively, both orally and in writing, and to work as a member of a team; flexibility to manage broad responsibilities. Desired: Knowledge of and experience with special collections, archives, manuscript materials, preservation, and records management; familiarity with budgeting, historical research methods, and the application of technology to preservation and access. Salary and benefits: Salary negotiable; minimum \$26,000 for nine months plus six weeks summer contract at one-sixth the nine-month rate normally granted. Academic contract with an excellent benefits package including optional retirement plan. Tenure-track. Position available August 25, 1997. To apply: Please mail letter, resume, and names, addresses, and telephone numbers of three references including immediate supervisor, to: Alvin C. Cage, Director of Libraries, R. W. Steen Library, **Stephen F. Austin State University**, P.O. Box 13055, Nacogdoches, TX 75962-3055. Applications submitted by June 30, 1997, will be given first consideration. Applications will be accepted until position is filled. SFASU is an AA/EEO employer. This advertisement and position can be found at <http://www.libweb.sfasu.edu>.

EVENING LIBRARIAN. The Stewart Library of North Georgia College & State University is seeking an Evening Librarian, responsible for library operations during evening hours (Sunday-Thursday), including supervision of circulation and serial services, and provision of reference services to a total body of 3,200, including 1,100 residential students, beginning July 1, 1997. The position is a non-tenure-track faculty

REFERENCE AND INSTRUCTION LIBRARIAN

Purdue University Undergraduate Library

REQUIREMENTS: Master's degree in library science (ALA-accredited). Recent professional experience in reference services and/or teaching. Strong service orientation and commitment to undergraduate needs. Excellent communication and presentation skills. Desired qualifications: Demonstrated interest in applying current and emerging technologies to meet the changing needs of library users, with the goal of fostering user self-sufficiency. Knowledge of the application of new technologies to the design and delivery of instruction. Knowledge of issues and trends in information literacy. Candidates should be self-motivated, flexible team players, comfortable with change.

RESPONSIBILITIES: Contributes to the overall mission of the Undergraduate Library. Provides assistance and guidance in the use of the Undergraduate Library and library collections to individuals and groups, including hours at general reference desk with some weekend and evening hours. Assists in the development and delivery of the libraries' information literacy program, including teaching a credit course. Develops instructional materials in print, interactive web-based, or multimedia formats. Contributes to library's collection development for both reference and general collections. Participates in general management support and supervision of department staff. Participates in the planning activities of the Undergraduate Library and the libraries. Reports to the Undergraduate Librarian. Members of the libraries faculty must meet Purdue requirements for promotion and tenure.

SALARY: \$29,000 and up, depending on qualifications. Status and benefits: Faculty status and responsibilities. Rank of Assistant Professor. 12-month appointment with annual vacation of 22 working days. Flexible benefit programs with open enrollments annually. Group life, medical, and disability insurance programs are in effect, as are flexible spending accounts, TIAA/CREF retirement and Social Security coverage.

APPLICATION PROCESS: Send statement of interest, resume, and a list of references to:

**Thomas L. Haworth
Personnel Administrator
Purdue University Libraries
1530 Stewart Center
West Lafayette, IN 47907-1530**

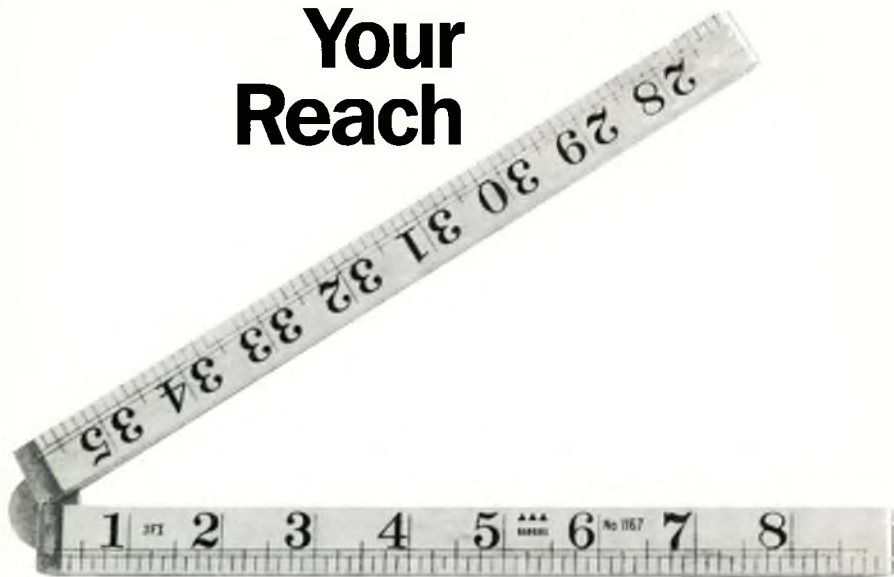
Review of applications will commence **May 30, 1997**, and continue until position is filled.

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position. The university offers a comprehensive undergraduate program and graduate degrees in education nursing, physical therapy, and public administration. A masters degree accredited by the American Library Association is required. This is an entry-level position but previous library/information experience is desired. A major or minor in a physical science, a health-related field, or in technology would be a particular asset. Understanding of and proven experience with electronic applications is required. Salary range is \$23,000-\$25,000, depending on experience, pending budget approval. File review will begin on May 30, 1997, and continue until the position is filled. Send letter of interest detailing your qualifications, resume, copies of college transcripts, and a list of three references who are willing to speak to your professional abilities and personal strengths (include phone numbers and e-mail addresses) to: Department of Human Resources, Attn: Evening Librarian Position, **North Georgia College & State University**, Dahlonega, GA 30597. AA/EOE.

ASSISTANT DIRECTOR, LIBRARY LEARNING RESOURCES. Florida's first public community college seeks applicants with master's degree in library science or media. Experience in computer/Internet LANs Network and knowledge of trends in automation of libraries highly preferred. Starting salary for 210-day position is \$32,176-\$35,393 per year. Send letter of intent and resume by June 2, 1997, to: Manager, Employment, **Palm Beach Community College**, 4200 Congress Ave., Lake Worth, FL 33461. An EEO/AA employer.

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