

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 \$7.10 per line for institutions that are ACRL members, \$9.00 for others. Late job notices are \$17.25 per line for institutions that are ACRL members, \$20.50 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$320 to \$610 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 now accessible on the Internet through the gopher server at the University of Illinois at Chicago. Ads will be placed on the gopher approximately 2-3 weeks before the printed edition of C&RL News is published. To reach C&RL NewsNet you can locate the University of Illinois at Chicago in the menu of all servers maintained on gopher at the University of Minnesota. Alternatively, you can connect your favorite gopher client directly to host "gopher.uic.edu 70". Select "The Library" from the menu and then select "C&RL NewsNet" from the next menu.

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: U21808@UICVM.uic.edu.

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.

POSITIONS OPEN

ARCHIVIST/ASSISTANT PROFESSOR. The University of New Hampshire seeks a full-time Archivist/Assistant Professor who is responsible for the development and management of the university archives, which contain the records of the board of trustees, university presidents, deans, administrators, academic units, and student groups, as well as historic photographs. Duties include organizing, describing, and maintaining the holdings; records advisement; specialized reference services and outreach; involvement in planning and program development; and supervision of one full-time staff member and student assistants. Reports to the Head of Special Collections. Qualifications include MLS degree from an accredited ALA program and formal archival education with some archival or records management experience. Knowledge of MARC-AMC cataloging and archival computer applications, a second master's degree, and familiarity with university organization and operations preferred. This is a 12-month

HEAD OF TECHNICAL SERVICES AND DATABASE MANAGER



Purchase College of the State University of New York is seeking an experienced librarian to be Head of Technical Services and

Database Manager

Duties: Responsible for supervising all aspects of Technical Services including acquisitions, cataloging, serials, and processing and binding. Responsible for maintenance of the library's on-line system database. Monitors materials budget. Also performs some regular reference duties.

Qualifications: ALA-accredited MLS. Minimum five years successful technical services experience in an on-line environment including cataloging using OCLC and AACR2/Marc/LCSH, and automated serials control. Experience implementing and/or managing on an-line catalog. Supervisory experience and subject Masters's degree preferred. Additional practical knowledge of library automation including LANs and the Internet highly desirable. Successful candidate will have flexibility and foresight to lead in today's technical, fast-changing environment.

Salary: \$38-40,000 depending on experience. Tenure track, faculty position. Excellent SUNY benefits.

Starting date: Open until filled. Send resume, transcripts, and names and telephone numbers of three references to: **Peter Brown, Affirmative Action Officer, Purchase College/SUNY, 735 Anderson Hill Road, Purchase, NY 10577. EOE/AA.** Purchase College is a 4-year college of the State University of New York offering degrees in fine and performing arts, and liberal arts and sciences. The campus is on 500 beautiful acres in suburban Westchester County, about one hour from midtown Manhattan.

tenure track position with appointment at the rank of Assistant Professor. The successful candidate will be expected to meet university reappointment, promotion, and tenure requirements. Minimum salary is \$28,000. Application deadline: Applications will be reviewed immediately and accepted until the position is filled. Please submit letter of application, resume, and telephone numbers of three references (hiring is contingent upon eligibility to work in the U.S.) to: Diane R. Tebbetts, Associate University Librarian, University of New Hampshire Library, 18 Library Way, Durham, NH 03824. Women and minorities are encouraged to apply. UNH is an AA/EEO employer.

ASSISTANT AUTOMATED SYSTEMS LIBRARIAN, ASSISTANT PROFESSOR (tenure-leading). Automated Systems Department, starting March 1, 1995. Provide technical support for public and technical service staff use of information technology and electronic resources. This includes: 1) Provide training of staff in the use of electronic information sources. 2) Provide support for the integration of new technologies and new approaches to the delivery of information to library operations. 3) Develop and maintain computer programs that support library applications. This includes maintaining gopher server(s), writing scripts for library applications, and sharing administration for a CD-ROM network. Required: MLS from an ALA-accredited program; two years professional experience in a research, academic, or special library. Flexibility and the ability to work indepen-

HEAD OF PUBLIC SERVICES IN THE HOUGHTON LIBRARY

Responsible for the successful operation of programs that support research and teaching related to the Houghton Library's rare books, manuscripts, and other special collections. Oversees the Reading Room, the stack areas, the exhibition rooms, the security guard's desk, and the seminar rooms. Serves as Curator of the Harry Elkins Widener Memorial Room in Widener Library. Acts as principal liaison with students, faculty members, and other readers, visiting scholars, exhibition visitors, visiting dignitaries, staff of the Harvard Depository, and public service and reference librarians in the other Harvard College and University libraries. Plays an active role on Harvard College and University committees. Accountable for the exhibition schedule in the Widener Rotunda and works closely with Houghton's other department heads in scheduling and preparing for exhibitions, lectures, symposia, concerts, receptions, and other public events. Supervises the Reference Librarian, 4 reference assistants, the stack supervisor, security guards, Widener Memorial Room attendants, and student assistants.

Qualifications: An M.L.S. and/or advanced degree in the humanities or social sciences. Significant experience within a special collections library, including supervision of staff members, preferably within an academic setting. Familiarity with a wide range of electronic and print reference resources. Appointment salary commensurate with qualifications and experience; mid 40's. Applications received by November 1, 1994 will be given first consideration.

The College Library consists of the central collections of the Faculty of Arts and Sciences (7.3 mil. vol.) with a staff of 416 FTE. The libraries include Widener Library, Cabot Science, Fine Arts, Harvard-Yenching (East Asia), Houghton (rare books), Kummel (geology), Lamont and Hilles (undergraduate), Littauer (economics and government), Music, and Tozzer (anthropology).

Major benefits include one month's vacation; generous holiday and sick leave; choice of health plans; dental insurance; life insurance; disability benefits; University-funded retirement income plan; tax-deferred annuity options; staff tuition assistance; and child care scholarships.

Interested candidates may send a letter of interest, resume and the names of three referees to: Hazel C. Stamps, Director of Personnel Services, Harvard College Library, Widener 188, Cambridge, MA 02138.

Harvard University upholds a commitment to
Affirmative Action and Equal Opportunity.

H A R V A R D C O L L E G E L I B R A R Y

H A R V A R D



U N I V E R S I T Y

dently and in cooperation with a variety of staff; excellent verbal and written communication skills; excellent analysis, problem resolution, and troubleshooting skills. Preferred: Systems experience in an academic library; experience or education in Ultrix and/or Novell and/or C programming language; degree in computer science or engineering; knowledge of distributed computing, networking, and related issues; experience conducting training programs. \$26,500 minimum for a 12-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current addresses and telephone numbers of three references by November 15, 1994, to Kent Hendrickson, 106 Love Library, University of Nebraska-Lincoln, Lincoln, NE 68588-0410. The University of Nebraska-Lincoln is committed to a pluralistic campus community through affirmative action and equal opportunity and is

responsive to the needs of dual career couples. We assure reasonable accommodation under the Americans with Disabilities Act; contact Larry Kahle at the above address for more information.

CATALOG LIBRARIAN (INSTRUCTOR). Responsibilities: To provide original and nonroutine cataloging of serials (both print and nonprint) and monographic audiovisual materials; perform editing of OCLC member-input copy in the appropriate MARC formats; establish name and series authority records; and create holdings records online using MARC holdings format. Qualifications: Required: An MLS from a program accredited by ALA (degree must be received by the close of the application period). Familiarity with AACR2, LC classification and subject headings, and MARC formats; good communication and interpersonal skills; ability to meet criteria for promotion and tenure.

HEAD AND COORDINATOR OF THE MATH AND PHYSICAL SCIENCE LIBRARIES

West Virginia University

The West Virginia University Libraries seek an innovative librarian for the position of Head and Coordinator of the Math and Physical Science Libraries. The libraries, located on the main campus of the university, serve as the primary information resource for students, faculty, and staff in the disciplines of chemistry, physics, geology, astronomy, and mathematics.

RESPONSIBILITIES: Under the general direction of the Dean of University Libraries, the successful candidate will be responsible for planning and implementing a full range of services to faculty and student clientele, directing collection development in the pure sciences disciplines, developing a flexible infrastructure for the collection and dissemination of electronic data to complement the libraries' existing print collections, managing operations of the libraries, and representing the libraries to constituent faculty groups and in national forums. Staffing currently includes the Head and Coordinator, three support staff, and ten student workers. The science collections number approximately 54,000 volumes and 61,000 microforms.

REQUIRED QUALIFICATIONS: ALA-accredited MLS degree; substantial professional public services experience in a large academic or research library; broad knowledge of reference resources and electronic information services in the pure sciences; demonstrated ability to provide effective leadership in a climate of change; strong commitment to providing quality and innovative services; clear and demonstrated knowledge of new technologies and their applications to enhancing user services; excellent communication skills; effective interpersonal skills, including the ability to work with students, faculty, administrators, and library faculty and staff; evidence of professional and/or scholarly activity.

DESIRED QUALIFICATIONS: Second subject master's degree in an area related to one of the disciplines served by the physical sciences or math library or experience in a related area; minimum 3 years supervisory experience in a branch or academic research library.

SALARY AND BENEFITS: \$36,000 minimum for appointment at the rank of Assistant University Librarian or higher; 12 month non-tenure-track faculty position- Benefits include TIAA/CREF, excellent health insurance, life insurance, and a variety of optional pretax programs.

Send letter of application and names, addresses, and phone numbers of three professional references to:

George H. Libbey
Associate Dean for Administration and Planning
West Virginia University Libraries
P.O. Box 6069
Morgantown, WV 26506-6069.

Review of applications will begin **November 1, 1994.**

West Virginia University is an equal opportunity, affirmative action employer. Female and minorities candidates are encouraged to apply.

Preferred: Experience in cataloging using OCLC and an online system such as NOTIS; knowledge of one or more foreign languages. Salary/Benefits: This is a 12-month, tenure-track, entry-level position and will be filled at the Instructor rank. Minimum salary, \$23,100. Strong benefits, substantial moving allowance may be available. To apply: Send letter of application, resume and names and addresses of three references to: Voni B. Wyatt, Assistant to the Dean for Personnel, University of Alabama Libraries, P.O. Box 870266, Tuscaloosa, AL 35487-0266. Applications must be postmarked by October 31, 1994. The University of Alabama Libraries hold membership in ARL, CRL, SOLINET, CNI and the Network of Alabama Academic Libraries, and have implemented the NOTIS integrated library system. The University of Alabama is an equal opportunity/affirmative action employer.

EDITOR C&RL. Applications and nominations are invited for the position of editor of *COLLEGE & RESEARCH LIBRARIES*, the bimonthly, scholarly research journal of the Association of College and Research Libraries (ACRL). The editor is appointed for a three-year term which may be renewed for an additional three years.

Applicants must be members of ALA and ACRL. Qualifications include professional experience in academic libraries, a record of scholarly publication, editing experience, an understanding of the scholarly communication process, and a broad knowledge of the issues confronting academic libraries. Some funding for editorial assistance is available, and there is a small honorarium for the editor. Appointment will be made by the ACRL Board of Directors at the 1995 Annual Conference, upon the recommendation of the search committee and of the ACRL Publications Committee. The incoming editor will assume full responsibility for *C&RL* in July 1996, after a year working with the out-going editor. Nominations, or resumes and letters of application including the names of three references, should be sent to: *C&RL* Search Committee, c/o Hugh Thompson, Program Officer, ACRL/ALA, 50 E. Huron St., Chicago, IL 60611. The deadline for receipt of applications is December 15, 1994. Finalists will be interviewed at the Midwinter Meeting in February 1995.

HEAD LIBRARIAN. Oldest membership library in U.S. in continuous service in the same building seeks Head Librarian/Executive. Expe-

rienced in administration and financial management; affable; skilled in library management; respectful of unique book and art collections. Will have the opportunity to bring the library through essential renovation and growth phase, reaching more members and increasing the use and appreciation of the library and its treasures. About to embark on retrospective conversion and reclassification and a capital campaign. Salary and benefits competitive. Position description available by request. Send resume and/or inquiry to: Search Committee, **The Redwood Library and Athenaeum**, P.O. Box 669, Newport, RI 02840. Resumes sought earliest, with November 7, 1994, close.

INSTRUCTIONAL TECHNOLOGY LIBRARIAN, SR. Northern Arizona University, academic professional position. The Cline Library at Northern Arizona University invites applications for Instructional Technology Librarian, Sr. Under the supervision of the Head of Media Services, coordinates access to electronic media resources including catalogs, full-text and numeric files, and multimedia. Determines and prioritizes staff training needs; resolves technical problems in the use of electronic information resources, or refers them appropriately to others for resolution; assists in the integration of new technologies and new approaches to the delivery of media, locally, and at distance learning sites; provides leadership and supervision in the daily delivery of media services to faculty, students, and other library users; supervises staff. Minimum qualifications: Required: ALA-accredited MLS; demonstrated successful experience in applying instructional technology and multimedia in support of academic library user services; training experience with the Internet, OPACs, multimedia workstations, and other electronic resources; familiarity with media management systems; evidence of excellent oral and written communication skills; ability to represent the library on statewide instructional technology initiatives; effective supervisory and interpersonal skills. Desired: An understanding of trends in academic libraries and the electronic delivery of information; experience with current trends in library support of distance education. Send resume, letter of application, and the names and addresses of three references to: Emily S. Hill, Department Head, Media Services, Cline Library, **Northern Arizona University**, Box 6022, Flagstaff, AZ 86011. The position will be available January 1, 1995. Review of applications will begin on October 15, 1994, and continue until the position is filled. Northern Arizona University is committed to equal opportunity, affirmative action. Minorities, women, persons with disabilities, and veterans are encouraged to apply.

REFERENCE LIBRARIAN FOR EXTENSION SERVICES. Austin Community College (Job #099401). ACC is a multicampus urban community college serving over 25,000 students at six campuses and multiple extension sites. The successful candidate will work with a districtwide team of 25 librarians and instructional technology professionals in Learning Resource Services to support students and faculty at ACC's extension campuses and students enrolled in our distance learning programs. We are seeking a motivated, enthusiastic, and creative librarian to develop and provide library services to these students and faculty. Description of major duties and tasks: Offer both traditional and electronic reference services; develop, implement, and support course-integrated library instruction programs; coordinate the management and reporting of extension sites; manage the delivery of library services to distance learning students; assist in collection development; and serve on LRS and college committees. Flexible work schedule to include evenings/weekends as needed. Other related duties as assigned. Qualifications standards: ALA-accredited MLS with emphasis on library instruction and reference services; excellent written and oral communication skills; familiarity with new reference and library technologies. Prefer: Experience and interest in providing services to distance learning students and/or students at extension sites. Salary: \$35,413-\$49,840 annually (9+3 contract), depending on relevant experience and education. Closing date: November 4, 1994 noon Request application from: **Austin Community College**, Human Resources, 5930 Middle Fiskville Rd, 6th Floor, Austin, TX 78752; (512)483-7573/7534. Submit application, resume, letter of intent, and names/addresses of three references to the above address. Applications and related correspondence are not accepted via fax. ACC is an equal opportunity employer AA/M/F/D/V.

SCIENCE REFERENCE LIBRARIAN. General reference services including library instruction and electronic services (database searching, CD-ROM and Internet). Responsible for providing and promoting library services to the physical sciences, biology, computer science, math and psychology departments. Qualifications: ALA accredited MLS, undergraduate science degree, working knowledge of electronic resources, strong interpersonal and teaching skills. Second masters and 2-5 years relevant experience preferred. The deadline for

receipt of applications is November 30, 1994. Salary competitive at \$35,000 starting; negotiable based on experience and qualifications. Send letter of application, resume and the names, addresses and telephone numbers of three references to: Shirley Maul, Head of Readers Services and Reference, **Vassar College Libraries**, Box 20, Vassar College, Poughkeepsie, NY 12601. Women and minorities are encouraged to apply. AA/EOE

SERIALS CATALOGER, ASSISTANT PROFESSOR (tenure-leading). Serials Department, starting March 1, 1995. Perform original cataloging for materials in all different formats, but primarily serials and newspapers. Participate in a serials retrospective conversion project and in union listing, using OCLC. Serve as a resource person for library assistants needing professional expertise. Revise work of library assistants as required. Maintain statistics. Participate in the design and implementation of bibliographic control procedures as required. Required: MLS from an ALA-accredited library school. Knowledge of Library of Congress classification and subject headings, and of AACR2Rev. Familiarity with USMARC bibliographic formats using OCLC or a similar bibliographic utility. Good working knowledge of one foreign language, preferably Eastern or Western European. Must be able to work well with others. Must be able to communicate well with others. Preferred: Professional and/or preprofessional cataloging experience; experience cataloging with INNOPAC or another integrated library system; knowledge of a second foreign language. \$25,000 minimum for a 12-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current

Salary guide

Listed below are the latest minimum starting figures recommended by state library associations and the North Carolina State Library for Professional library posts in these states. These recommendations are intended for governmental agencies that employ librarians. The recommendations are advisory only, and ALA has not adopted recommendations for minimum salaries. For information on librarian salaries, job seekers and employers should consider these recommended minimums, as well as other salary surveys (such as the survey in the October 15, 1989, issue of *Library Journal*, the *ALA Survey of Librarian Salaries*, the annual *ARL Salary Survey*, or the annual CUPA Administrative Compensation Survey) when evaluating professional vacancies. For more information, contact the ALA Office for Library Personnel Resources.

Connecticut	\$28,900
Delaware	\$22,500+
Illinois	\$27,400#
Indiana	varies*
Iowa	\$21,588
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$27,554*
New Jersey	\$24,200
New York	varies*
North Carolina	\$24,367+
Ohio	\$25,198+
Pennsylvania	\$23,700*
Rhode Island	\$28,000
South Carolina	varies*
South Dakota	\$20,000
Texas	\$25,000
Vermont	\$23,846
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 THE MARRIOTT LIBRARY

University of Utah

The University of Utah invites applications and nominations for the position of Director of the Marriott Library.

The Director reports to the Vice President for Academic Affairs and is a member of the Council of Academic Deans. The successful candidate for the position will be a leader who understands the issues and the possibilities in the current environment for research libraries, and is able to work with others to develop a vision and a strategic plan for advancing the library in that environment. The candidate should also be conversant with modern technologies associated with libraries of the future and, at the same time, should be experienced in the traditional services that will remain important to future libraries.

QUALIFICATIONS: Include a graduate degree from an ALA-accredited program, demonstrated administrative experience in the management of a research library, strong interpersonal and management skills, and an ability to communicate effectively with both internal and external constituencies of the library and the university. Librarians hold academic status at the University of Utah. The new Director must therefore also qualify for appointment to academic rank.

The Marriott Library is a member of the Association of Research Libraries. The current holdings are two million volumes and 13,000 journals and periodicals. The library has an annual budget of \$8.5 million, and employs 45 librarians and 350 full- and part-time staff members. A major \$35 million expansion of the library is currently underway, due for completion in June 1996. The Marriott Library has considerable electronic resources, including a librarywide CD network, and the NOTIS system for the library catalog and processing. Library CDs and databases are available to the campus community over the extensive campus fiber optic network. The library also participates in several statewide resource-sharing efforts and is engaged in a collaborative process to select a new integrated library system. Other libraries at the university include the Law Library and the Eccles Health Sciences Library.

The University of Utah, a member of the Utah System of Higher Education, is a major comprehensive research institution with a deep commitment to undergraduate education and excellence in undergraduate and graduate research and teaching. The university ranks nationally among the top public institutions in federal research, and has a student body of approximately 21,200 undergraduates and 5,000 graduate students, and a total faculty-staff population of approximately 13,000. The university is situated on a 1,500-acre campus in Salt Lake City, a growing urban area with a strong economy. A cosmopolitan community of approximately one million residents, Salt Lake City offers a variety of cultural, entertainment, and outdoor recreational activities.

Salary for the Director of the Marriott Library is competitive, depending on qualifications and experience, and includes an excellent benefits package. Initial screening of candidates will begin **December 16, 1994** and will continue until the position is filled. Applications received by December 16 will be assured consideration. The preferred starting date for the new Director is July 1, 1995.

Candidates should submit a statement of interest, a current curriculum vitae, and a list of five references to the following address:

**Malcolm Sillars
Chair, Search Committee for the Director of the Marriott Library
330 Marriott Library
University of Utah
Salt Lake City, UT 84112**

The University of Utah is an AA/EO employer and encourages applications from women and minorities, and provides reasonable accommodation to the known disabilities of applicants and employees.

DEAN LIBRARIES AND LEARNING RESOURCES

Bowling Green State University

THE UNIVERSITY: Bowling Green State University invites applications and nominations for the position of Dean of Libraries and Learning Resources. Bowling Green State University is a state-assisted, residential institution of approximately 17,000 students in a wide variety of undergraduate programs, 60 masters degree programs, and 14 doctoral programs. BGSU has six undergraduate colleges, a two-year branch college, and a graduate college.

LIBRARIES AND LEARNING RESOURCES: The Dean is responsible for overall administration of the William T. Jerome Library, the Frank Ogg Science Library, the Center for Archival Collections, the Institute for Great Lakes Research, the Popular Press, Instructional Media Services, and specialized collections of national significance. The Dean reports to the Vice President for Academic Affairs and administers a system of approximately 1.8 million volumes and a budget of \$7.5 million. 25 faculty librarians and a staff of 115 report to the Dean. BGSU's libraries and learning resources continues to play a major role in the development and implementation of the OhioLINK statewide system, serving as a test site for several related key developments.

QUALIFICATIONS: BGSU is seeking an energetic and visionary leader with a proven record of innovation in the management of academic libraries, with a demonstrated commitment to academic excellence and scholarship, and a record of significant professional participation, publication, and contribution. An earned doctorate is preferred, and a master's degree from an ALA-accredited library/information science program or equivalent is required. Candidates must possess a record of strong and creative leadership, an understanding and appreciation of traditional and evolving methodologies and techniques in research and teaching, and the planning and budgetary skills necessary to develop innovative, technologically advanced programs and services. The Dean must continue major initiatives involving OhioLINK and the local system (BGLINK), the construction and administration of a jointly shared, high-density remote storage facility, staff development, planning the use of library space, multiculturalism, and fundraising.

APPLICATION: This fiscal year position is available January 1, 1995, although a later starting date is negotiable. Review of applications will begin October 28, 1994. Each applicant should submit a letter of application, a current resume, and the names, addresses, and telephone numbers of five current professional references. References will be treated in a confidential manner and will not be contacted until advanced stages of screening.

Correspondence should be addressed to:

Norma J. Stickler
Office of the Vice President for Academic Affairs
Bowling Green State University
Bowling Green, OH 43403

BGSU is an equal opportunity, affirmative action employer.

addresses and telephone numbers of three reference by November 15, 1994 to Kent Hendrickson, 106 Love Library, **University of Nebraska-Lincoln**, Lincoln, NE 68588-0410. The University of Nebraska-Lincoln is committed to a pluralistic campus community through affirmative action and equal opportunity and is responsive to the needs of dual career couples. We assure reasonable accommodation under the Americans with Disabilities Act; contact Larry Kahle at the above address for more information.

SERIALS/MONOGRAPH CATALOGER; ASSISTANT LIBRARIAN. Indiana University Purdue University Indianapolis (IUPUI) University Libraries is seeking qualified applicants for this position available immediately. Under the direction of the Head of the Cataloging Department, the Serials/Monograph Cataloger is responsible for original cataloging of serials and monographs, and the performance of other tasks related to bibliographic control of serials and monographs. Responsible for subject analysis and classification of library

materials; participation in cataloging groups for the recommendation and maintenance of bibliographic control policies, standards, and procedures. Qualifications: Required: Master's degree from an ALA-accredited library school and a minimum of three years of online cataloging experience using a bibliographic utility and a local automated library system; knowledge of cataloging rules, Library of Congress classification and subject headings; ability to analyze and classify library materials on a variety of subjects; effective communication skills; and ability to meet the responsibilities and requirements of a tenure-track appointment. Preferred: Online cataloging experience with both serials and monographs; working knowledge of German, French, and/or Spanish; familiarity with NOTIS and OCLC. Salary: \$26,136. Fringe benefits: A month's vacation; sick leave; choice of medical plans available; dental plan; group life insurance; and TIAA/CREF retirement annuity plan. Librarians are eligible for sabbatical leave and other research support. Apply: Send letters of application, resume, and names, addresses and telephone numbers

CATALOGING/REFERENCE LIBRARIAN

UCLA

Under the general supervision of the Clark Librarian, the Cataloging/Reference Librarian catalogs early books and manuscripts in English and one or more other European languages. Materials to be cataloged may also include prints, pamphlets, broadsides, early government documents, and microform reproductions of 17th- and 18th-century imprints. Clark catalogers identify these materials using standard author, subject, genre, and imprint bibliographies, and create online records following USMARC standards, Anglo-American Cataloguing Rules, Library of Congress Subject Headings, LC classification, and bibliographic standards incorporated in Descriptive Cataloging of Rare Books as well as other guides for rare books catalogers. This information is recorded following the guidelines established by the Standards Committee of the Rare Books and Manuscripts Section, ACRL.

On occasion, this librarian will help to maintain the online authority file, update local records, and assist in the retrospective conversion of earlier records. The Cataloging/Reference Librarian also processes orders for photographs and microfilm of rare materials, making preservation decisions and cataloging master negatives according to RLG preservation microfilming standards.

This librarian helps patrons to submit these orders by advising them about the Clark Library's holdings, the photographic services provided by the university, the fees charged by the university, and whatever copyright restrictions may be applicable. This librarian ensures that Clark materials are transported to campus safely and are stored there with adequate care and security while these photographic orders are being processed.

Online cataloging of the Clark Library's collection of master and copy negatives is another responsibility of this position, and assisting the other Clark librarians in managing the day-to-day operations of the library and oversees the day-to-day work of one other cataloger and a cataloging assistant.

Clark librarians supervise the reading room at designated times, help to prepare exhibits, and participate in some of the public events organized by the center. In addition, this librarian maintains his or her subject expertise by reading recent bibliographical literature, visiting other rare book libraries, attending conferences, and undertaking research in areas related to the library's collections and activities.

QUALIFICATIONS: Working knowledge of two or more Western European languages (Latin, German, or French preferred); graduate-level study (or equivalent) in the humanities or social studies relating to early modern Europe; experience in cataloging with library automation systems such as OCLC and RLIN. Familiarity with research techniques, knowledge of descriptive bibliography, and a demonstrated interest in publication and other scholarly activities are preferred.

SALARY RANGE: \$28,668-\$50,496.

Anyone wishing to be considered for the position should write to:

Lori Stein
Assistant Director
Center for 17th and 18th Century Studies
UCLA
405 Hilgard
Los Angeles, CA 90024-1404.

The application letter should include a complete statement of qualifications, a full resume of education and relevant experience, and the names of at least three persons who are knowledgeable about the applicant's qualifications for this position. The deadline for applying has been extended to **October 30, 1994.**

UCLA is an AA/EOE actively seeking minority applicants. We encourage all qualified persons to apply.

LIBRARY/INFO SYSTEMS MANAGEMENT

The Information and Computing Sciences Division of the Lawrence Berkeley Laboratory (LBL) currently has an opening for the Head of its Technical & Electronic Information Department (TEID) to be responsible for creating, referencing and delivering traditional and multiple-media information.

As a key contributor to the data/information infrastructure for LBL, you will provide traditional planning, organization, monitoring and control functions for a group of 50; generate the recharge income providing technology advancement and personnel training; and provide publication services, database design/implementation and library services. Current TEID projects include conversion from chemistry-based to digital photography, multimedia publishing and the integration of on-line library services.

Requires a track record of successful leadership in a technical/scientific information

and/or database environment with an emphasis on traditional or on-line publishing. Must possess a demonstrated ability to ensure the early integration and appropriate use of modern technology and advanced techniques in a multi-platform environment; proven customer orientation and oral/written communication skills; and management experience in a multi-million dollar technical business, especially in a publishing environment. Advanced degree in an information, database, related field or equivalent background preferred.

Send your resume and salary history to: **Lawrence Berkeley Laboratory, Staffing Office, Box #JCRL2709, One Cyclotron Road, Bldg. 938A, Berkeley, CA 94720.** An equal opportunity employer.



LAWRENCE BERKELEY LABORATORY
UNIVERSITY OF CALIFORNIA
U.S. Department of Energy

Search Reopened CHIEF LIBRARIAN AND CHAIR OF LIBRARY DEPT.

The City College (CCNY), one of the principal senior colleges of The City University of New York (CUNY), has both a College of Liberal Arts and Science and five professional schools, numerous master's and Ph.D. programs, as well as research centers and institutes in the sciences and engineering; a research-active faculty with over 650 full-time members and a remarkably diverse, non-traditional student body numbering more than 15,000.

The Chief Librarian, an Assistant Dean, reports to the Provost and Vice President for Academic Affairs and is responsible for administration and leadership of the largest library in the City University system, with a collection of over one million volumes and full-time staff of over 40, including 23 professionals with faculty status. Responsibilities include developing strategies to enhance collections and services; participating in the College-wide Review Committee's deliberations on academic matters; resource and personnel management; implementation of latest technological advances in library service, including the NOTIS integrated library system and CD-ROM based Local Area Networks; fostering cooperative programs with other institutions; and securing funds from federal, local, and private sources.

Candidates must hold (a) a Doctoral degree in Library/Information Science or (b) a Master's degree in Library/Information Science and a doctoral or second master's degree. Appointment to carry faculty status and the rank of Professor. Candidates must demonstrate high-level administrative experience and a commitment to academic excellence and educational opportunity. A collegial style of management that encourages on-going staff development is desired.

Salary commensurate with qualifications and experience. Salary range: \$48,414-\$76,228 (\$79,277 as of 11/1/94) with an additional REM of \$7,500. Search to continue until November 30, 1994 or thereafter. Applicants should submit an updated CV and the names of at least three references to: **Dr. Martin Tamny, Chair, Chief Librarian Search Committee, Office of the Provost.**



CITY COLLEGE OF NEW YORK
Convent Avenue at 138th Street
New York, NY 10031

The City College is an equal opportunity, affirmative action employer and specifically invites and encourages applications from women and men of all ethnic and racial backgrounds. The College provides reasonable accommodations to individuals with disabilities upon request.

DIRECTOR OF LIBRARIES

UNITED STATES AIR FORCE, ACADEMY

The United States Air Force Academy invites applications and nominations of qualified candidates for the position of Director of Academy Libraries, beginning July 1, 1995. The initial appointment will be for three years. Successive five-year reappointments will be based on performance. The Air Force Academy is an undergraduate institution which awards the bachelor of science degree as part of its mission to develop air and space leaders with vision for tomorrow. The student body consists of approximately 4,000 men and women, representing every state and several foreign countries. The Academy faculty is an integrated group of military and civilian educators. In addition to a core curriculum of academic and professional courses, majors are offered in 26 academic disciplines.

The Director of Academy Libraries is responsible for providing professional direction for all Air Force Academy library operations, including the Academic Library, the Community Center Library, the Medical Library, and several additional department and staff agency libraries. Altogether these libraries contain approximately 400,000 volumes, nearly 4,300 periodical and newspaper subscriptions (117,000 bound volumes), 178,000 U.S. government documents, and some 581,000 microfiche and hardcopy report literature. Our special collections include the academy archives and over 500 collections of personal papers. Our Colonel Richard Gimbel Aeronautical History Collection is an internationally known repository of materials relating to the history of flight. The Director supervises a staff of 50 FTE, oversees budget and fiscal management, and guides acquisition and development of the total library collection. The academic library is a state-of-the-art library with an integrated automated library system, CD-ROM stations, and access to hundreds of databases.

The successful candidate should possess an ALA-accredited MLS degree and have a minimum of five years of professional library experience in an academic/research library, including proven administrative and managerial experience in long-range planning, budgeting, personnel development, and collection development. The successful candidate should have experience in emerging information technologies and automated library systems, and a demonstrated ability to lead and manage change. Dynamic team-building leadership, superior communication skills, and demonstrated dedication to student and faculty service are essential. Preference will be given candidates with an interest in teaching and scholarship and who qualify for appointment as an instructor or professor in one of the academy's academic departments spanning basic sciences, engineering, humanities, and social sciences.

Applicants must be U.S. citizens. The selected candidate will be subject to a security investigation and must meet eligibility requirements for access to classified information. Salary will be commensurate with qualifications and experience. Send a letter of application, curriculum vitae, and the names, addresses, and telephone numbers of three references familiar with your professional work to:

USAFA/DPCS
(Attn: Den Herder, #95-17SEL)
8034 Edgerton Dr., Ste. 240
U.S. Air Force Academy, CO 80840-2215

For full consideration please apply by **December 1, 1994**.

The federal government is an equal opportunity employer.

of four references to: Jean Gnat, Associate Director, University Libraries, **Indiana University Purdue University Indianapolis**, 755 W. Michigan St., Indianapolis, IN 46202-5195. Closing: Applications or nominations received by October 14, 1994, will be guaranteed consideration. Position remains open until filled. IUPUI is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

SUBJECT LIBRARIAN. Texas Tech University Library is seeking a subject librarian for the social sciences in the areas of psychology, sociology, and social work. As a member of the Department of Information Services, this position serves as liaison to faculty and students in assigned academic departments; performs collection

development, library instruction, and specialized reference service in assigned subject areas; and assists at reference desks, including some evening and weekend hours. Position also provides instruction and assistance in the use of electronic resources, including online databases, Internet, and CD-ROMs. Qualifications: MLS from an ALA-accredited program, highly developed communication skills, excellent interpersonal skills, and strong service orientation. Preferred qualifications include degree(s) in relevant subject area. Salary and benefits: Annual salary of \$25,164 for a 12-month appointment. Benefits package includes 88 percent of Social Security paid on first \$16,500 of annual salary; choice of retirement programs, including TIAA-CREF; 13 state holidays; Blue Cross-Blue Shield; and no state

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CHOICE EDITOR & PUBLISHER

**Association of College and Research Libraries
A Division of the American Library Association**

The Association of College and Research Libraries (ACRL), a professional nonprofit educational association, seeks a creative, self-motivated, well-organized editor and publisher for its publication *CHOICE*. *CHOICE* is an undergraduate academic materials review service that includes a magazine published 11 times a year, reviews-on-cards published 11 times a year, and reviews online including CD-ROMs. This position provides the leadership and management for the *CHOICE* operation currently consisting of four key units: development and production of *CHOICE* products; product advertising for *CHOICE* and ACRL publications, *Booklist*, and ALA division publications; subscription services for *CHOICE* and ACRL periodicals; and development and production of specialized products such as bibliography series, *Outstanding Academic Books*, and *Books for College Libraries*. The *CHOICE* office is located in Middletown, Connecticut.

In addition to proven ability to produce a highly respected publication for a professional community, the applicant should have in-depth experience in electronic publishing, product development, budgeting and finance, contract development and negotiation, and marketing and promotion. The successful candidate will have an understanding of library and information science and of higher education fields gained from at least 5 to 10 years experience in publishing or senior management experience; an understanding of issues facing the publishing industry; and a familiarity with the nonprofit association environment and service to volunteer members. The MBA degree with credentials in at least one subject discipline is preferred.

The position reports to the ACRL Executive Director, oversees a staff of 21.4 FTE, manages a pool of over 3,000 volunteer faculty reviewers, and participates with other ACRL managers in the overall management of the association.

Salary range is \$51,000–\$64,700, depending on experience and qualifications.

Applications must be postmarked by **December 2, 1994**, to ensure consideration. Application must include 1) a statement of interest, 2) current resume, and 3) the names, addresses, and telephone numbers of at least three references. The committee will request letters of recommendation when appropriate. Please send applications and nominations to:

**Human Resources Department
94-EP-ACRL-2X
American Library Association
50 E. Huron St.
Chicago, IL 60611**

Applications are invited from women, ethnic minorities, handicapped and disabled individuals.

or local income tax. General Information: Texas Tech University, with an enrollment of 25,000, is one of five comprehensive state universities in Texas. A wide range of academic programs is offered in seven colleges and schools of law, medicine, allied health, and nursing, including 100 degree offerings at the master's level and 50 at the doctoral level. The university library has over 1.4 million volumes and budget of over \$5 million. Lubbock has a metropolitan population of 224,000, and is the West Texas center for higher education, agriculture, health care, banking, and business. Located on the Texas High Plains, Lubbock enjoys a temperate climate, with an average of 270 days of sunshine annually. Application information: Position now available. Applications received by October 31, 1994, will be given first consideration. Send letter of application that indicates subject area of expertise, current resume, and names and addresses of three references to: Search Committee, Office of Library Administration, **Texas Tech University Libraries**, Box 40002, Lubbock, TX 79409-0002. TTU is an EEO/AA/ADA employer.

UNIVERSITY ARCHIVIST. The Catholic University of America is seeking a University Archivist to administer, develop, organize,

preserve, and provide appropriate access to records held in the Department of Archives, Manuscripts, and Museum Collections. The department is dedicated to preserving the records of the Catholic University of America, which reflect more than a century of leadership in the major intellectual, social, and cultural movements in American Catholicism. The archives also include a large and diverse assemblage of manuscript collections relating to many facets of American life, including the history of the American Catholic Church, labor history, social welfare, and immigration and ethnic studies. The University Archivist supervises the archives staff and reports to the Director of Libraries. Qualified applicants must possess an advanced degree, preferably a Ph.D. in history; comprehensive knowledge of the Catholic Church; extensive coursework in archival administration; and substantial experience in archives management, including manuscript administration, records management, conservation, and organization of museum collections. Salary: Competitive. Review of applications will begin on November 1, 1994. To apply, send letter of application with resume and names of references to: Adele R. Chwalek, Director of Libraries, 308 Mullen Library, **Catholic University of America**, Washington, DC 20064. AA/EOE.

EARTH, SPACE, & ATMOSPHERIC SCIENCES LIBRARIAN

UCLA

Under the general direction of the Head of Collection Development, serves as the selector for earth, space, and atmospheric sciences and other SEL disciplines as assigned. Maintains contact with the faculty and academic researchers of the Department of Earth and Space Sciences (ESS), the Department of Atmospheric Sciences, and the Institute of Geophysics and Planetary Physics (IGPP).

Manages and justifies materials budget. Prepares and maintains collection development policies. Works with the Acquisitions and Cataloging Divisions to acquire and provide access to earth, space, and atmospheric materials. Formulates and implements storage and preservation plans for the collection. Cooperates with other campus libraries and other important geoscience libraries in resource sharing and planning. Serves on the ESS/IGPP Library Committee and works with the Atmospheric Sciences faculty liaison.

Under the general direction of the Head of Public Services, provides in-depth reference services, online searching, user education, and consultation for the earth, space, and atmospheric sciences. As part of the SEL reference and instructional services team, participates in the development of instructional modules and guides for online databases and CD-ROMs. Actively promotes and delivers seminars, workshops, and class lectures for SEL's primary clientele.

In consultation with the Head, SEL Circulation Services, participates in the training, work assignment, and evaluation of the Geology/Geophysics library assistant. In consultation with ESS, selects, trains, and supervises map research assistant for the Putnam Map Room.

QUALIFICATIONS: Demonstrated experience in selecting monographs and serials in diverse formats and managing a science collections budget. Knowledge of earth, space, and atmospheric science literature. Understanding of trends, concerns, and methods of scientific research. Experience with search, retrieval, and manipulation of electronic databases. Familiarity with electronic resources, including those available on the Internet. Ability to work both independently and in a team environment with creativity. Flexibility in carrying out assignments in response to a changing environment. Must have effective oral and written communication skills and the ability to work effectively with culturally diverse library users and colleagues. Public services experience, including reference, database searching, and user education.

DESIRABLE QUALIFICATIONS INCLUDE: Subject specialization in the physical sciences, preferably geoscience or an allied discipline. Experience in map librarianship. Collection development experience in an academic geoscience or physical sciences library. Knowledge of cataloging and technical processing issues, especially those that apply to research materials in earth and space science, including maps. Experience working in a highly automated environment including an online public access catalog and local and wide area networks. Demonstrated interest in professional and/or scholarly activities (research, publication, or teaching).

SALARY RANGE: \$28,668-\$59,319.

Anyone wishing to be considered for the position should write to:

Rita A. Scherrei
Associate University Librarian for Personnel and Administrative Services
University Research Library
UCLA
405 Hilgard Ave.
Los Angeles, CA 90024-1575

The application letter should include a complete statement of qualifications, a full resume of education and relevant experience, and the names of at least three persons who are knowledgeable about the applicant's qualifications for this position. Although candidates applying by **October 21, 1994**, will be given first consideration, the position will remain open until filled.

UCLA is an EO/AA employer.

Late Job Listings

OFF-CAMPUS SERVICES LIBRARIAN, Mercer University. Innovative professional sought to provide comprehensive services to off-campus programs. User education for students/faculty, document delivery, collection development supervision/training of staff, for four University College Center Libraries; some service to other off-

campus programs; participates in Main Library reference services. Qualifications, minimum: ALA-accredited MLS; experienced in use of current library technologies; self-starter with strong interpersonal and organizational skills; ability to balance varied responsibilities; reference, supervisory skills. Preferred: Collection development and research instruction experience. Salary: \$25,000, 12-month appointment, 22 days vacation, good benefits package. Division of Library Services faculty; rank dependent on qualifications/experience. Use own car within 100 mile radius of main campus in Macon, mileage paid; schedule includes evening/weekend hours. Position available December 1, 1994; review of applications to begin October 1, 1994; open until filled. Submit letter of appointment, resume, and names, addresses, and phone numbers of three professional references to: Mary R. Howard, Director of University Libraries, **Mercer University**, 1300 Edgewood Ave., Macon, GA 31207. AA/EOE. Minority applications encouraged.

SAN FRANCISCO STATE UNIVERSITY LIBRARIAN. **San Francisco State University** seeks a qualified Librarian to head the J. Paul Leonard Library. The ideal candidate will have a service orientation and the vision to balance emerging technologies with traditional library services. San Francisco State is an urban university in a culturally diverse area. The undergraduate and graduate student body totals 25,000 with a faculty of 1,400. The J. Paul Leonard Library is the only library serving the university. It has two million items including traditional print materials, an extensive teaching program, access to remote information systems, and a heavily used computer lab and substantial video collection. The University Librarian reports to the Vice President-Academic Affairs and represents the library on the University Council of Academic Deans, the California State University Council of Library Directors, and elsewhere both within and outside the university. He/she is responsible for matters of personnel (faculty/staff of 85), programs, facilities, budgets, and equipment. The University Librarian is a member of the Information Technology Team, along with the Executive Director of Computing services, and the Director of Audio/Visual/Instructional Television, and works closely with team members to coordinate and improve information resources at the university. Applicants must have at least five years management experience in a variety of academic library settings, a graduate degree from an ALA-accredited institution, and a strong record of scholarly and professional achievement. Strong communications skills, experience in strategic planning, and knowledge of trends in automation, networks, and resource sharing are important, along with some development experience. Commitment to a collegial work environment and sensitivity to cultural diversity are essential. The university has a strong commitment to affirmative action and encourages women, members of all ethnic groups, and people with disabilities to apply. Qualified candidates please send a letter of application by November 1, 1994, which includes your educational and administrative philosophy, and a curriculum vitae to: Korn/Ferry International, 600 Montgomery St., Suite 3100, San Francisco, CA 94111.

HARVARD UNIVERSITY ADMINISTRATIVE FELLOWSHIP PROGRAM

Harvard University seeks to attract underrepresented minorities to administrative careers in higher education. The year-long **Administrative Fellowship Program** will draw from business, government, education, and the professions.

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- Evaluation of applications will be based on professional and academic achievement, interviews at Harvard and suitability for the Program.

- Inclusive dates for the 1995-96 Program are September 1995 through August 1996.

- Application deadline: **January 15, 1995.**

For application materials, call or write:



**Office of Assistant
to the President
Harvard University**
Holyoke Center, Room 935
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Cambridge, MA 02138
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