

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

**Rates:** Classified advertisements are \$10.50 per line for institutions that are ACRL members, \$12.60 for others. Late job notices are \$24.25 per line for institutions that are ACRL members, \$29.50 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$485 to \$900 based upon size. Please call for sizes and rates. Or see our Web site: <http://www.ala.org/acrl/adver12.html>.

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

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

**Internet:** C&RL News classified ads are accessible on the Web at <http://www.ala.org/acrl/c&rnew2.html>. Ads will be placed approximately four weeks before the printed edition of C&RL News is published.

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

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

## POSITIONS OPEN

### ASSISTANT ARCHIVIST FOR TECHNICAL SERVICES.

Seeley G. Mudd Manuscript Library, Princeton University, Princeton, New Jersey. The Princeton University Library, in the vanguard of the world's best research libraries, is heavily used by a population of 6,400 students and 1,100 faculty members. The general collection includes 6 million printed volumes that meet the diverse needs of the academic community. Its holdings range from ancient papyrus and incunabula to the most advanced electronic databases and journals. The library employs more than 300 professional and support personnel, complemented by a large student and hourly workforce. The library system includes a large central library and 15 specialized libraries. More information may be found at the library's Web site: <http://libweb.princeton.edu>. Description: The Assistant Archivist works at the Princeton University Library's Seeley G. Mudd Manuscript Library, a unit of the Department of Rare Books and Special Collections. This library houses a major collection of 20th-century public policy papers (about 15,000 linear feet) and the Princeton University Archives (about 12,000 linear feet). On an annual basis, over 2,500 researchers from around the nation and the world visit the Library, requesting over 6,000 containers and ordering over 50,000 pages of photocopies and 500 photographs. The library also responds to about 1,000 telephone inquiries and 2,000 mail, fax, and e-mail queries annually. The Assistant Archivist reports jointly to the University Archivist and Curator of Public Policy Papers, who sets priorities, and to the Rare Books and Special Collections Department's Head of Technical Services, who oversees work procedures and standards. The primary responsibility of this person is to manage technical services operations at the Mudd Manuscript Library. This includes an ambitious processing program (typically 500-1000 linear feet per year) that involves oversight of two project archivists and their support staff (between 2 and 5 FTE) as well as the recording of over 120 accessions per year. This person also manages the library's Web site, cataloging, and data management activities, and supervises one full-time permanent assistant. The position requires a high degree of fluency with databases, Web technologies, and computing tools in addition to standard bibliographic control conventions such as MARC. The Assistant Archivist is part of the Mudd Manuscript Library's management team (consisting of this person, the Assistant Archivist for Public Services, and the University Archivist) and is part of Mudd's reference rotation, serving as primary and backup reference person one day per week. The two Assistant Archivists work together closely, as they are responsible for the daily operations of the Library, and each helps establish priorities, policies and procedures for the building and staff, as well as participating in systemwide library activities. This person is also involved in mounting exhibitions both within the building and as part of a rotation in the main gallery in Firestone Library. He or she is expected to work one evening per week on an occasional basis. For more information, see the Mudd Library's homepage: <http://www.princeton.edu/~mudd/>. The Assistant Archivist also participates in the management of the Department's Technical Services Division along with the Division's

## Salary guide

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

Connecticut	\$34,172
Delaware	\$22,500**
Illinois	\$30,096*
Indiana	varies*
Iowa	\$23,911
Louisiana	\$26,000
Maine	varies*
Massachusetts	\$31,362*
New Jersey	\$36,503
North Carolina	\$27,641**
Ohio	\$25,198**
Pennsylvania	\$28,120*
Rhode Island	\$29,800
South Carolina	varies*
South Dakota	\$22,000
Texas	\$30,000
Vermont	\$26,464
West Virginia	\$22,000
Virginia	\$32,700

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

\*\*These recommendations apply only to public librarians.

other unit heads. Qualifications: Required: MLS with significant historical coursework in American history or graduate degree, preferably in 20th-century American history; experience appraising and processing large archival collections and producing finding aids and other collection management tools; advanced computer skills, including database literacy and HTML and Web-related knowledge; strong organizational abilities and excellent writing and editing skills; supervisory experience and knowledge of 20th-century American history; five years of progressively re-

## HEAD, PRESERVATION DEPARTMENT

# JOHNS HOPKINS UNIVERSITY

Attention Preservation Librarians: Come lead and shape our preservation program.

The Sheridan Libraries of Johns Hopkins University offer an exciting opportunity in the field of preservation administration for an individual with vision, energy, and the entrepreneurial spirit.

Boasting one of the older and better-known preservation programs in an academic library in the United States, the Sheridan Libraries have often been in the vanguard of the preservation community. Today, the libraries seek a technologically knowledgeable manager who is able to extend the preservation program into new arenas, such as digital and other types of reformatting, care of nonprint and electronic materials, and staff and user education.

The Sheridan Libraries are strongly committed to diversity. A strategic goal of the libraries is to "work toward achieving diversity when recruiting new and promoting existing staff." The libraries prize initiative, creativity, and professionalism and offer challenge, independence, and visibility. Position reports to the Dean of University Libraries.

### RESPONSIBILITIES

Develop and recommend policies and programs to conserve and preserve the libraries' collections. Organize, manage, and plan for all preservation activities reporting to this position: General Collections, Conservation, Special Collections Conservation, the Commercial Binding Office, and Preparations. Represent the libraries in preservation activities involving local, state, regional, national, and international agencies and organizations, and provide leadership in the development of cooperative preservation projects. Serve on the libraries' management team. Position reports to the Dean of University Libraries.

### QUALIFICATIONS

MLS from ALA-accredited library school, with at least three years of job-related experience; concentration in preservation administration preferred; extensive knowledge of library preservation, conservation, and collections management principles, practices, and issues; knowledge of and experience with formatting technologies, including the application of digital technologies to preservation; demonstrated administrative and supervisory experience, preferably in an academic research library preservation/conservation program; familiarity with the national and international library arena and preservation/conservation issues; ability to develop inter/intra-institutional cooperation; excellent interpersonal, written, and verbal communication skills.

For a more detailed job description and position qualifications and to apply online, please go to: <http://www.library.jhu.edu/home/index3.html>; or send résumé, including the names of three references and indicating job #SCRA9353 on cover letter, via e-mail to: [jhu@alexus.com](mailto:jhu@alexus.com); fax to: (877) 262-0646; or mail to:

**JHU Résumé Processing Center  
P.O. Box 3687  
Scranton, PA 18505**

Approximate starting salary range \$53,470–\$68,180. We offer excellent benefits, including tuition remission, in a smoke-free and drug-free environment.

*Affirmative action, equal opportunity employer.*

sponsible archival experience. Preferred: Records management and reference experience and experience within a university archives; cataloging experience using AACR2, national authority files, and MARC, as well as experience using an integrated library management system. Compensation and Benefits: Compensation will be competitive and commensurate with experience and accomplishments. Twenty-four vacation days per year, plus 11 paid holidays. Health care insurance, disability insurance, and other benefits are available. Nominations and Applications: Review of applications will begin immediately and will continue until the position is filled. Nominations and applications (résumé and the names, titles, addresses, and phone numbers of three references) should be sent

as a Word attachment via e-mail: [librpro@princeton.edu](mailto:librpro@princeton.edu); or fax: (609) 258-0454. Submissions via regular mail are also welcomed and can be sent to: Search Committee for Assistant Archivist for Technical Services, c/o Lila Fredenburg, Human Resources Librarian, Princeton University Library, One Washington Road, Princeton, NJ 08544-2098. Princeton University is an equal opportunity, affirmative action employer.

**ASSISTANT DIRECTOR FOR ADMINISTRATIVE AND ACCESS SERVICES.** The New York Public Library seeks a dynamic individual to serve as the Assistant Director for Administrative and Access Services for The New York Public Library for the Performing Arts.

## WILLIAM PATERSON UNIVERSITY

*William Paterson University is a comprehensive public institution of higher learning, committed to promoting student success, academic excellence, and community outreach with opportunities for lifelong learning. Members of the faculty are highly distinguished and diverse teachers and scholars, many of whom are recipients of prestigious awards and grants from the Fulbright Council (25 scholars), the Guggenheim Foundation, the National Endowment for the Humanities, the National Institutes of Health, the National Science Foundation and the American Philosophical Society. Featuring nationally renowned academic programs, the University maintains a low student:faculty ratio (12:1) and small class size (21) for its 30 undergraduate and 19 graduate degree programs, supported by state-of-the-art information and communications technology. The University enrolls 10,000+ students from across the country and from over 40 foreign nations. William Paterson University is situated on a beautiful suburban campus in Wayne, New Jersey, twenty miles west of New York City.*

### Library Systems Specialist

Reporting to the Head of Library Information Systems, the Library Systems Specialist provides support for the Library's integrated operating system and web-based information systems. Works with other Library units to coordinate database and interdepartmental automation projects. Uses database management tools to develop reports and provides technical support for OCLC services; Works with the Library's Web team and recommends database and automation procedures to electronically integrate services and workflow. Participates in the User Education and Collection Development Programs.

**REQUIRED QUALIFICATIONS:** MLS from an ALA accredited school and an understanding of MARC formats, metadata standards and database structures. Must have strong analytical and problem solving capabilities, effective communication skills and an ability to work effectively both independently and as a team member. Demonstrated experience with web authoring, HTML and web-based applications is essential. **PREFERRED QUALIFICATIONS:** academic background or practical experience in maintaining library systems, demonstrated experience using report generating software, experience with Oracle or other database management system and programming skills.

This position is a 12-month, tenure-track appointment; second Master's or ABD status required for tenure. Position offers a salary range from \$40,340.08 to \$60,514.81 and a comprehensive benefits package including tuition waiver for dependent children after one year of full-time employment. Applications will be accepted until position is filled. Please forward letter of application, resume and names and contact information for three references to: **Dr. Anne Ciliberti, Director of Library Services, Cheng Library, William Paterson University, 300 Pompton Road, Wayne, NJ 07470.** For more information about the Library visit: <http://www.wpunj.edu/library>. William Paterson University is an equal opportunity institution committed to diversity. Women, minorities and under-represented groups are encouraged to apply.

*William Paterson University*  
WAYNE, NEW JERSEY

You will develop, implement, and coordinate administrative support for internal units, management procedures, facility operations, and staffing. In this role, you will also assist with the management of fiscal operations including budget preparation and control and serve as liaison to service organizations in the performing arts. Requirements include an ALA-accredited MLS degree and excellent analytical, organizational, problem-solving, and diplomatic skills. Candidates should have a broad knowledge and understanding of the role of **The New York Public Library** for the Performing Arts. Please visit us at [www.nypl.org](http://www.nypl.org) for a complete job description and instructions on how to apply.

**ASSOCIATE DEAN OF LIBRARIES.** (Reopened) Texas Tech University invites applications and nominations for the position of Associate Dean of Libraries for Outreach and Information Services. The university libraries is seeking an innovative individual to provide leadership in tactical and strategic planning, coordination, leadership program evaluation and innovation in all aspects of the university libraries. This position will oversee liaison and outreach, reference services, bibliographic instruction, access services, government documents, and two branch libraries. This position reports to the Dean of Libraries. Candidates for this position must possess a master's degree from an ALA-accredited program and evidence of outstanding leadership ability with a minimum of five years' experience in an academic environment. Candidates with the following qualifications will be given preference: Commitment to excellence, effective communication and service; knowledge of systems application and skills; relevant experience; critical understanding of current issues and developments in scholarly publishing; advanced degree or Ph.D. The position is a 12-month appointment with a nationally competitive salary. Librarians and archivists have academic status and are an integral part of the academic teaching and research mission of the University. Texas Tech University (<http://www.texastech.edu>) is a state-supported institution with an enrollment of 28,000. It offers a wide range of academic programs in 13 colleges and schools, including law and medicine. There are approximately 115 master's degree programs and over 58 at the doctoral level. Texas Tech is a member of the Association of Research Libraries, Center for Research Libraries, and the Greater Western Library Alliance. The newly renovated University Library (<http://www.lib.ttu.edu>) has over 2.1 million volumes and an annual budget of over \$9 million. Lubbock has a metropolitan population of 224,000 and is the regional center for education, agriculture, health care, banking, and

business. Interested candidates should forward a letter of application indicating qualifications and interest in the position, current résumé, and names and contact information of three references to: Human Resources Office, **Texas Tech University Libraries**, Box 40002, Lubbock, TX 79409-0002. Electronic submissions are welcome and should be sent to: [carol.roberts@ttu.edu](mailto:carol.roberts@ttu.edu). Please address all correspondence to the Search Committee Chair and specify the title of the position. Review of applications will begin December 16, 2002, and continue until the position is filled. Texas Tech University is an EEO/AA/ADA employer.

**ASSOCIATE VICE PRESIDENT FOR INFORMATION TECHNOLOGIES AND SERVICES AND DEAN OF THE LIBRARY AND MEDIA SERVICES.** **Shippensburg University** invites nominations and applications for the Associate Vice President for Information Technologies and Services and Dean of the Library and Media Services. The successful candidate will be a dynamic leader who plays a major role in the university's strategic planning for academic and administrative information resources, technologies, and services. The candidate should demonstrate leadership experience or skills in managing and implementing change in an environment characterized by rapidly evolving technology. Information Technologies and Services is a new division, which provides a challenging and exciting opportunity for the candidate possessing vision, talent, and a strong commitment to excellence. A detailed job description and organizational chart are available upon request. Information on the university is also available through the university Web site at: [www.ship.edu](http://www.ship.edu). The Associate Vice President for Information Technologies and Service and Dean of the Library and Media Services is responsible for providing leadership, planning, budgeting, coordination, oversight, evaluation of services and personnel, and staff development for the Ezra Lehman Memorial Library, the University Elementary School Library, and Instruction Technology and Media Services. He or she must be a service-oriented leader with strong interpersonal skills who can advance the educational mission of the library as the university's centerpiece of scholarship and teaching and the integration of information and computer competencies throughout the curriculum. The successful candidate must have a master's degree in library and/or information science from an ALA-accredited program and an additional advanced degree in a related discipline; an earned doctorate is preferred. It is also expected that the candidate will have at least five years of successful and progressive responsibility in library leadership and ad-

# TECHNOLOGY COLLECTIONS LIBRARIAN

## University of Arkansas

The University of Arkansas (UA) seeks dynamic, innovative, and service-oriented candidates for the position of Technology Collections Librarian to join the university libraries' rapidly expanding collection management program. Responsible for pro-active collection management, for outreach to faculty and students, and for initiating and conducting course-related and resource-specific instruction in support of the programs of the College of Engineering, of the Mathematical Sciences Department, and of the Computer Science and Computer Engineering Department. Responsible for collection analysis, use studies, development of innovative collection techniques, and building collections in all formats in partnership with the faculty in these subject areas. Other responsibilities are to develop innovative instruction programs for undergraduate and graduate students, provide specialized reference assistance and consultation, and oversee internship programs for graduate students and undergraduate Honors students in these subject areas. The Technology Collections Librarian will participate as a member of the Sciences Collections Team in managing existing collections and future growth of the Libraries' resources in technology. Reports to the Director for Collection Management Services and Systems.

**QUALIFICATIONS:** Required: ALA-accredited MLS or equivalent; collection management experience in engineering, mathematics, or computer science in an academic or research environment; strong interpersonal skills to communicate effectively with faculty, staff, and students; ability to work as a group or team member; experience in instructional programs; demonstrated in-depth knowledge of one or more of the disciplines represented and of the research and publishing trends in these fields. Preferred: Undergraduate or graduate degree in one of the subject areas; experience in conducting use studies and in using other collection analysis methodologies.

Twelve-month appointment with tenure-track faculty status. Rank and annual salary negotiable, depending on experience and qualifications. Benefits include TIAA-CREF and/or Fidelity; 22 days' annual leave, tuition reduction, and health and dental insurance.

Supported by major gifts received through the Campaign for the 21st Century, university goals include increasing enrollment by several thousand students; establishing new academic programs, especially in the Honors College and Graduate School; and increasing research across the curriculum. In concert with these goals, the libraries have identified strategic initiatives to meet increasing expectations of students and faculty in this growth environment, including innovations within the libraries, a higher level of operational excellence, enabling activity to support the university's land-grant teaching and research mission, and dedication, innovation, cooperation, and flexibility among personnel.

The university is situated in the Ozarks in one of the most rapidly growing areas of the country, offering numerous cultural and recreational opportunities associated with natural beauty. For more information, visit the UA homepage (<http://www.uark.edu>).

Review of applications will begin **December 2, 2002**, and will continue until position is filled. Send letter of application, résumé, and names, addresses, and telephone numbers of three current references to:

**Janet Parsch**  
**Director for Organizational Development**  
**University of Arkansas Libraries**  
**365 N. Ozark Avenue**  
**Fayetteville, AR 72701-4002**  
**E-mail: [libhrofc@uark.edu](mailto:libhrofc@uark.edu)**

The University of Arkansas is a nationally competitive, student-centered research university serving Arkansas and the world.

*The University of Arkansas is an affirmative action, equal employment opportunity institution committed to achieving a culturally diverse faculty. We encourage applications from all qualified candidates, especially individuals who contribute to the social, ethnic, and gender diversity of our faculty and academic community.*

*Applicants must have proof of legal authority to work in the United States.*

ministration, as well as demonstrated leadership in strategic, fiscal, and program planning, including facilities planning/management and the use of evolving technologies in libraries. Further, the candidate must be a team player who is committed to diversity and collegiality. It is preferred that the candidate have professional involvement at national and/or statewide

levels, experience with consortia and other cooperative entities, and an understanding of collective bargaining, grant writing, and teaching institutions that have a public service mission. Salary is competitive and commensurate with qualifications and experience. Starting date is June 1, 2003. Candidates must submit a letter of application that addresses the

## HISTORY LIBRARIAN

### University of California, Santa Barbara

The University of California, Santa Barbara, one of 10 campuses of the University of California system, is seeking a History Librarian. Reporting to the Head of Information Services, the History Librarian works individually and as part of a team to provide reference, instruction, and collection development services to students, faculty, staff, and the university community. Provides scheduled reference service with some evening and weekend assignments, research consultation, electronic reference, and online searching.

Designs and teaches course-integrated classes and library credit-bearing courses in information research methods. Has responsibility for all aspects of collection management and development for United States and World History including selection of information resources, monitoring approval plans, preservation and weeding decisions, faculty liaison, collection interpretation, evaluation, budgetary management, and resource sharing.

ALA-accredited MLS; academic background and/or knowledge of the literature of the United States and World History; reference experience in general and/or specialized reference services; experience developing and delivering library instruction; experience in collection development; experience with print and electronic information resources.

Strong commitment to public service and ability to work effectively with students, faculty, students, and staff; demonstrated initiative and flexibility; excellent oral, written, and interpersonal communication skills. Experience designing and maintaining Web pages is desirable.

Hiring range is \$42,996 to \$64,164, based on qualifications and experience. Consideration of applications begins **January 3, 2003**, and continues until the position is filled. Send résumé and names and addresses of three references to:

**Detrice Bankhead**  
**Associate University Librarian**  
**Human Resources, Davidson Library**  
**University of California**  
**Santa Barbara, CA 93106**

For the complete job announcement, visit: [www.library.ucsb.edu](http://www.library.ucsb.edu).

*The University of California is an affirmative action, equal opportunity employer committed to diversity in the workplace and invites applications from candidates who can contribute in this area.*

qualifications and responsibilities above, a full curriculum vitae, and three letters of reference. All applications and inquiries will remain confidential. Applications, nominations, and inquiries should be sent to: Judith A. Brissette, R.H. Perry & Associates, 2607 31st Street, N.W., Washington, DC 20008; phone: (401) 823-0762; e-mail: [judithbrissette@aol.com](mailto:judithbrissette@aol.com). Deadline for submission of completed applications is January 15, 2003.

**CATALOGER LIBRARIAN.** The University of Central Florida (UCF) Library, Orlando, seeks a Cataloger Librarian to join a team of catalogers in a dynamic, service-oriented environment preparing for migration to ExLibris, the new library management system. UCF encourages national cooperative cataloging projects, is a member of NACO, and catalogs an average of 51,000 volumes per year. This new Cataloger Librarian reports to the Head of Cataloging in a department with 6.25 FTE librarians and 9.0 FTE paraprofessionals. Responsibilities: The Cataloger Librarian is responsible for original and complex copy cataloging; performs bibliographic maintenance and authority control as appropriate. Contributes to planning and training to support the objectives of the Cataloging Department. Maintains an awareness of national standards and local practices. Is expected to develop as a resource cataloger in at least one specialized area. Qualifications: Required: Master's degree from an ALA-accredited institution. Preferred: Experience with or knowledge of AACR2R, LCSRS and/or SuDocs, LCSH, MARC21, OCLC, online library system, Windows applications, NOTIS and/or ExLibris; reading knowledge of one or more foreign languages; evidence of commitment to service; ability to work independently and cooperatively; demonstrated strong potential for professional development and creative problem solving; commitment to learning and using emerging technologies; effective interpersonal, communication, analytical, multitasking, and organizational skills; demonstrated flexibility and the ability to handle change. Finalists will be asked to give a brief presentation during the on-campus

interview. Environment: The University of Central Florida is a rapidly growing metropolitan university located 13 miles east of downtown Orlando. UCF has 39,000 students, and 5,000 employees and serves a metropolitan population of 1.5 million residents. The university offers 76 bachelor's, 62 master's, and 20 doctoral programs and confers about 7,000 degrees a year. The main library has a collection of over 1.3 million volumes and is a partial depository for government documents and patents. The library materials budget is \$5.2 million. The staff of 116 includes a library faculty of 45. UCF offers an exciting and vibrant academic environment with growing collections, advanced technology, and an expanding campus. Web site: <http://library.ucf.edu>. Salary and Rank: Commensurate with experience and qualifications. This is a full-time, non-tenure-track faculty position with generous health insurance benefits and retirement options. To Apply: Submit résumé, names of at least three professional references, and a letter explaining the applicant's experience and qualifications for this position, postmarked by January 15, 2003, to: Cynthia Kisby, Personnel Librarian, **University of Central Florida Library**, P.O. Box 162666, Orlando, FL 32816-2666; fax: (407) 823-2529; e-mail: [ckisby@mail.ucf.edu](mailto:ckisby@mail.ucf.edu). Searches are conducted in accordance with the State of Florida open-records laws. UCF is an equal opportunity, affirmative action employer.

**CATALOGING TEAM LIBRARIAN.** Indiana University-Purdue University Indianapolis (IUPUI) University Libraries. Position Available: May 1, 2003. Environment: Indiana University-Purdue University Indianapolis is a leading urban university campus where achievement-oriented students receive degrees from Indiana University or Purdue University. Located in the heart of Indiana's capital city, just blocks from the State House and centers of business, art, and education, IUPUI reflects the dynamic spirit of a growing city. IUPUI offers the largest range of academic programs and has received more sponsored research funding than

## DEAN OF LIBRARIES

### University of Mississippi

The University of Mississippi invites applications and nominations for the position of Dean of Libraries. The University Libraries include the main library, known as the John Davis Williams Library, and the Science Library. The University of Mississippi Libraries collections include over 1.2 million volumes and 8,500 periodical subscriptions. A state-of-the-art integrated library system provides access to over 95 subscription databases, 2,800 electronic journals, and over 25,000 electronic books.

The library is a regional depository for United States government publications and, with the acquisition of the American Institute of Certified Public Accountants collection, the library has become the national library of the accounting profession. In addition, the Department of Archives and Special Collections houses over 500 literary and historical collections of Mississippiana, the Blues Archive, and the Southern Media Archive. The library, a member of CRL, ASERL, and SOLINET, has 30 faculty and 27 staff members and a total budget over \$6 million. The library is positioned to pursue ARL membership.

Founded in 1848, the University of Mississippi is located in Oxford, a city in the hill country of North Mississippi about 75 miles from Memphis. Enrollment is at a record high of 14,500 students, and the university is featured in *The Student Guide to America's 100 Best College Buys*. Oxford provides outstanding schools, medical facilities, and cultural opportunities; it has been listed in *Fortune* magazine's top 100 small towns in America.

Candidates must hold an MLS from an ALA-accredited institution. They should also have a record of substantial and successful administrative experience in an academic research library, significant scholarly achievement evidenced through publications, and a record of active participation in relevant professional associations. Candidates should have demonstrated effective leadership, communication, and management skills in library administration, including budgetary responsibility. Broad experience in academic library administration including areas such as collection development, special collections, technical and public services, information literacy, information technology, and contract negotiation is essential. The Dean, reporting directly to the Provost, is responsible for the administration and direction of all aspects of the library services. Essential duties include building consensus and fostering cooperation among faculty, staff, and students, as well as articulating a vision for the future of library resources and services. The Dean also serves as an institutional representative and actively contributes to advancement and public relations.

Applications should include a letter of interest, a curriculum vitae, names of at least five current references, and other supporting materials that address the requirements of the position. A review of applications will begin **January 1, 2003** and will continue until the position is filled or an adequate applicant pool is established. Nominations and applications should be sent to:

**Ronald Vernon**  
**Chair, Library Dean Search Committee**  
**Office of the Provost**  
**University of Mississippi**  
**P.O. Box 1848**  
**University, MS 38677**

*The University of Mississippi is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA employer.*

any other campus in Indiana. The University Library at IUPUI is among the most technologically sophisticated academic libraries in the United States. It is the centerpiece of a campus strategy to provide the latest information resources and services for students, faculty and the Central Indiana community. The library is a team-based organization that focuses on the innovative application of technology and new forms of engagement with the campus and the community. Job Description: Reports to the Cataloging Team Leader. The successful candidate will serve as a member of the library's Cataloging Team. Duties include complex copy and original cataloging of monographs and serials, and creation of metadata for the library's growing collection of digital resources. May include liaison responsibilities with academic department. Qualifications: Required: ALA-accredited degree in library or information science; knowledge of the concepts and applications used in the standards and practices of organizing information; cataloging experience, including experience with AACR2R, LC classification, LCSH, LCRI, OCLC Passport, and a local integrated library system; ability to work in a complex team-based environment with a diverse user group; strong verbal and written skills; knowledge of library information technology; ability to plan, coordinate, and implement projects;

good organization skills and an aptitude for complex analytical and detailed work; ability to meet the requirements of a tenure-track appointment. Preferred: Experience with one or more of the following metadata standards: EAD, TEI, Dublin Core, VRA Core, RDF, CIDOC, or others; experience with SGML and/or XML. Rank and Salary: The position is a 12-month, tenure-track appointment at the Assistant Librarian rank. Salary Minimum: \$37,000. Starting Date: The position will be available May 1, 2003. Review of applications will continue until filled. Applications received before February 15, 2003, will be guaranteed full consideration. Applications should include cover letter indicating specific position of interest, résumé, and names, telephone numbers, and addresses (e-mail if possible) of four references. Send applications to: Mary Stanley, Associate Dean, IUPUI University Library, 755 West Michigan Street, Indianapolis, IN 46202-5195; phone: (317) 274-0487. IUPUI University Library has a commitment to providing excellent public service to students, faculty, and the general community. IUPUI also has a commitment to the principle of diversity and is actively seeking to increase the racial and ethnic diversity of our staff. We encourage applications from women and underrepresented groups. For more information about IUPUI University

# Furman University

Furman University, one of the nation's top-ranked liberal arts colleges, is seeking talented librarians to fill two positions:

## ELECTRONIC RESOURCES/SERIALS LIBRARIAN (NEW POSITION)

**Description:** Coordinates acquisition of and access to the library's electronic resources, including research databases, online journals, and electronic books, and to serials in all formats. Facilitates patron access to electronic resources and serials via the catalog and other Web-based access tools.

**Requirements:** ALA/MLS, minimum two years library experience, knowledge of electronic resources and serials operations, awareness of current trends and emerging technologies in electronic resources access, and experience with cataloging standards for electronic resources and serials.

## SYSTEMS LIBRARIAN

**Description:** Works closely with all library departments to creatively envision the possibilities presented by advances in information technology. Manages all library computer systems, including the Innovative Interfaces automated system, computer network, Web server and office desktop applications.

**Requirements:** ALA/MLS, minimum two years library experience, expertise with information technology, including integrated library automation systems and computer networks, ability to communicate effectively with both technical and non-technical personnel regarding information technology issues and services.

Complete job descriptions for both positions are available at <http://library.furman.edu/staff/positions.htm>.

## ABOUT THE UNIVERSITY

Furman University is a highly selective, independent liberal arts college of 2,800 undergraduate and graduate students and 234 full-time faculty. It is distinguished by its commitment to engaged learning, a problem-solving, project-oriented, and experience-based approach to education. Furman's undergraduate research program is rated fourth in the nation by *U.S. News and World Report*. Furman's 750-acre campus in the foothills of the Blue Ridge Mountains is considered one of the most beautiful in the nation. It is located 15 minutes from downtown Greenville, SC, one of the South's most prosperous and international cities with a metropolitan population of 450,000 and an excellent array of cultural events, restaurants and shopping. The campus is also just 45 minutes from Asheville, NC, which provides a wide variety of outdoor recreation and entertainment opportunities.

The Furman University Libraries have 12 faculty-rank librarians and 15 paraprofessional staff. The libraries contain 450,000 volumes and have an annual acquisitions budget of over \$1 million. The James B. Duke Library is currently undergoing a \$25-million expansion and renovation, which will be completed in 2004.

For more about the library, see <http://library.furman.edu>.

**SALARY AND BENEFITS:** Salaries are competitive and commensurate with experience. Librarians have faculty status, 10 paid holidays, 20 days vacation, and an excellent benefits package, including domestic partner benefits.

**APPLICATIONS:** Review of applications will begin January 15, 2003, and will continue until the position is filled. Submit letter of application, resume, transcripts (copy acceptable initially), names, addresses, phone numbers of three references to: John K. Payne, Associate Director of Libraries, Furman University, 3300 Poinsett Highway, Greenville, SC 29613.

AA/EOE/ADA



FURMAN

## Music/Performing Arts Librarian

### RUTGERS UNIVERSITY LIBRARIES

Rutgers University Libraries seek an experienced, creative, and energetic professional to be the primary collection development, reference, instruction, and liaison Librarian for Music and the Performing Arts on the New Brunswick campus. Reporting to the Director, the successful candidate will work closely with outstanding librarians and with the distinguished faculty of the Mason Gross School of the Arts and will provide leadership in digital library initiatives, effectively manage projects related to music and the performing arts, and develop creative partnerships in order to expand and enhance the library's services to faculty and students. This is a faculty position, requiring research and publications, grant proposal writing, and leadership in professional associations. ALA accredited MLS, minimum of five years relevant experience in a research library, especially in collection development, are required. Advanced degree in Music and proficiency in European languages are highly desirable, as is a commitment to working closely with faculty and students in other disciplines within the Performing Arts, especially Theater and Dance. Skills and interest in the application of information technology, including audio/text/imaging, and a familiarity with metadata standards are preferable.

Non-U.S. citizens must be authorized to work in the U.S. Salary and rank will be commensurate with qualifications and experience. The complete position profile is at <http://www.libraries.rutgers.edu/>. Resumes received no later than January 10, 2003 will receive first consideration. Submit resume, cover letter, names of three references to Sandra Troy (APP.159), University Libraries Human Resources Manager, Rutgers University Libraries, 169 College Avenue, New Brunswick, NJ 08901-1163, email: [ruh@rci.rutgers.edu](mailto:ruh@rci.rutgers.edu), FAX: 732-932-7637.

*Rutgers, the State University of New Jersey is an equal-opportunity, affirmative action employer*



Library, visit our Web site at: [www.ulib.iupui.edu](http://www.ulib.iupui.edu). **Indiana University Purdue University Indianapolis** is an affirmative action, equal opportunity institution. Individuals who require a reasonable accommodation to participate in the application process must notify Mary Stanley at the above address and telephone number, a reasonable time in advance.

#### **CHARLES J. LIEBMAN CURATOR OF MANUSCRIPTS.**

The **New York Public Library** seeks a dynamic individual to serve as the Charles J. Liebman Curator of Manuscripts for the Humanities and Social Sciences Library. The Curator has full responsibility for the management and administration of the Manuscripts and Archives Division. This will include acquisition, processing, and preservation of institutional records, personal papers, and other historical and special archival collections. Requirements include an ALA-accredited MLS degree and an undergraduate degree in the Humanities along with substantial archival experience including experience with a variety of manuscript and archival standards. Please visit us at [www.nypl.org](http://www.nypl.org) for a complete job description and instructions on how to apply.

#### **DIRECTOR OF RAMAKER LIBRARY. Northwestern College,**

Orange City, Iowa, has a full-time, 12-month position open for a library director beginning in summer 2003 or sooner. The position is a faculty (nontenured, no rank) position. The director coordinates and supervises all facets of library operations, including budget development and monitoring; hiring, supervising, and evaluating library staff; program development and review; acquisition and circulation of materials; and maintenance of equipment and facilities. Reporting directly to the Vice President for Academic Affairs, the director attends faculty meetings and serves on campus committees. At the current time, Ramaker Library holdings include 125,000 volumes and 650 periodical subscriptions. Other than the director, the personnel of the library are composed of two librarians and five support staff. The library is open 98 hours per week during the academic year. Given the rapid changes in information services and the age of the current facility, the new Director of the Library will have a rare opportunity to participate in and guide the building of a new Library and Information Technology Center on campus. Northwestern is committed to building a state-of-the-art facility that will serve the college community for the next generation. The ideal candidate will have a vision for what a modern college library should be, and any previous experience in building programs is a plus. Candidates must have a master's degree

from an ALA-accredited institution, five or more years of progressively responsible academic library experience, excellent organizational and interpersonal skills, a strong Christian faith, and a commitment to the liberal arts. Preference will be given to candidates with a doctorate or a second master's degree and a working knowledge of current library technology. The college provides excellent benefits, which include moving assistance and tuition remission for family members. Orange City is located 45 minutes north of Sioux City, Iowa, and 75 minutes south of Sioux Falls, South Dakota. Orange City is a quiet, friendly, safe community of 5,000 people. The college's vibrant theater and music programs provide cultural opportunities for the community. Collegiality is a positive feature of the college's ethos. Submit a letter of application and a résumé or vitae to: Karen Cianci, Vice President for Academic Affairs, 101 7th Street, S.W., Orange City, IA 51041; email: [vpaa@nwciowa.edu](mailto:vpaa@nwciowa.edu). An online application is available at [www.nwciowa.edu](http://www.nwciowa.edu). E-mail questions are welcome.

#### **EAST ASIAN STUDIES LIBRARIAN.**

**Description:** Specialist in East Asian Studies with an emphasis on Japanese Studies, assigned to Technical Services, Bobst Library. Librarians are expected to serve as partners in the educational mission of New York University (NYU) by establishing strong relationships with the faculty and students, building and maintaining appropriate research collections, and providing responsive and innovative information services. This position is expected to continue building a core collection in Japanese, to meet new and developing instructional and research needs. The primary focus is on literature, with highly selective coverage in fine arts, the social sciences and business. Additionally, the successful candidate will serve as coordinator of library activities and staff in support of the East Asian Studies Program in languages beyond Japanese. Collection development responsibilities include selecting and managing research materials in all formats, faculty liaison, providing a variety of research, consultation, and instructional services to faculty and students, and participating in the preservation efforts of the library. Technical services responsibilities include acquiring, cataloging, and classifying monographs and serials, in print and microform, in all appropriate languages and subject fields using AACR2, LC classification, and subject headings. Qualifications: Required: ALA-accredited MLS; proficiency in English and Japanese; substantial knowledge of East Asian studies as an academic discipline. Preference will be given to candidates who have done graduate work in Japanese studies and have substantial experience in either collection development or knowledge of



# DIRECTOR *of the* JAMES A. CANNAVINO LIBRARY

**MARIST COLLEGE**  
[www.marist.edu](http://www.marist.edu)



Marist College invites applications and nominations for the Director of the James A. Cannavino Library. The Library is housed in a new state-of-the-art 83,000 square foot building. The Romanesque style structure is located at the center of the campus overlooking the Hudson River and integrates traditional collections with a substantial technological infrastructure. The building includes spacious reading and study areas with over 600 network connections, four digital classrooms, and a Center for Collaborative Learning. Among the Library's special collections are the Lowell Thomas Collection, the Richard and Gertrude Weinger Collection in Judaic Studies, the John Tillman Collection, the George M. and Alice S. Gill Fore-Edge Collection, the Nelly Goletti Music Collection, and the Rick Whitesell Record Collection.

With a nationally-recognized record of achievement in using technology to enhance teaching and learning, Marist has been a leader in the digital library technologies in partnership with the IBM Corporation. The Director will provide innovative leadership for expanding the already considerable digital library technologies and content management approaches in support of the academic mission of the College.

The Director oversees systems improvements to strengthen academic programs and to deliver services. He or she will guide the library in its continued evolution as a library in the electronic age. The Director will support faculty research, distance education initiatives, will be responsible for active instructional programs committed to fostering information literacy, for the library's Endeavor IOLS system, and for expanding its traditional and electronic collections. The Director should be an advocate for enhanced digital library services; committed to library distance education services; have demonstrated experience in using new technologies and applying them to library services and collections; have knowledge of and success with external funding sources; have experience in building partnerships with technology vendors; and have demonstrated managerial expertise commensurate with advanced technical knowledge.

The Director acts as the Library liaison to the College Community including the Board of Trustees, the President's Cabinet, the Academic schools and other administrative units. He or she reports to the Dean of Academic Programs, and will serve on the IBM Joint Study Steering Committee and the Information Technology Advisory Committee.

The successful candidate will possess outstanding academic credentials, as well as a strong background in digital library applications. He or she will demonstrate evidence of vision and leadership, the capability for collaborative long-range planning and implementation, and strong communication, supervisory and management skills. The position offers a very competitive salary with a comprehensive benefits package and an excellent environment.

*Marist College is a comprehensive, independent, liberal arts institution located in Poughkeepsie, New York in the scenic Hudson River Valley. It enrolls 3,900 full-time and over 600 part-time undergraduates and 900 graduate students. Visit our home page at <http://www.marist.edu>.*

**Marist College is strongly committed to the principle of diversity. We are especially interested in receiving applications from members of ethnic minorities, women, disabled individuals and other under-represented groups.** The review of applications will begin immediately and continue until a candidate is selected. Application materials should include a letter of interest that addresses how the candidate's strengths and experience match qualifications for the position, a curriculum vita, and five references. They should be sent to: Dr. John Ritschdorff, Dean of Academic Programs, Marist College, MPO 905/CRL, Poughkeepsie, NY 12601-1387 or via e-mail to: [Human.Resources@marist.edu](mailto:Human.Resources@marist.edu)

**MARIST**  
**COLLEGE**

*An Equal Opportunity/Affirmative Action Employer*

## Librarian For Reference And Instruction

Salem State College is seeking a Library Associate for Reference and Instruction to be responsible for training library patrons and staff how to identify information needs; how to locate, retrieve, evaluate and synthesize information; how to use electronic, traditional and non-traditional information resources. Required qualifications include an ALA accredited Master's degree in library science; in-depth knowledge of electronic and traditional reference resources, web authoring tools and trends; ability to communicate effectively orally and in writing; enthusiasm for library public service and library teachings and the ability to work in a team environment and work cooperatively and collegially with students, faculty and colleagues; experience in and commitment to working in a multiracial, multicultural environment with students of diverse backgrounds and learning styles preferred. Salary range is \$33,000-40,000 depending on experience and credentials. Must be available to work Sunday through Thursday 2PM-10PM. Application review will begin immediately and will continue until an adequate pool is developed.

To apply, send letter of application specifying department and position for which you are applying, resume, appropriate transcripts and three letters of reference to: **Office of Human Resources & Equal Opportunity**, Salem State College, 352 Lafayette Street, Salem, MA 01970; FAX: (978) 542-6163; E-MAIL: eo-hr@salemstate.edu; (Word or Word Perfect Attachments Only) REFER TO: 03-AA-L-LIB-LIB2

SALEM STATE COLLEGE IS AN EQUAL OPPORTUNITY/  
AFFIRMATIVE ACTION EMPLOYER. PERSONS OF COLOR,  
WOMEN AND PERSONS WITH DISABILITIES  
ARE STRONGLY URGED TO APPLY.

For further information, see our website.

www.salemstate.edu/eo-hr

cataloging and classifying materials on a national bibliographic utility using AACR2 and LC classification and subject headings. Salary and Benefits: Faculty status and attractive benefits package including five weeks' annual vacation; salary commensurate with experience and background. Send resumé with salary requirements to: Janet Koztowski, Director of Human Resources, **New York University**, Bobst Library, 70 Washington Square South, New York, NY 10012. Review of applications will begin immediately and continue until the position is filled. NYU encourages applications from women and members of minority groups.

**HUMANITIES/ELECTRONIC RESOURCES CATALOGER.** Brigham Young University (BYU), Provo, Utah. BYU, an equal opportunity, affirmative action employer, sponsored by The Church of Jesus Christ of Latter-day Saints, requires observance of Church standards. Preference is given to applicants who are Church members. The Humanities/Electronic Resources Cataloger performs original cataloging following national and local standards for the creation of bibliographic and authority records. To Apply: Review the complete job listing (position /001425) located at <http://www.byu.edu/hr/employment/faculty.html> and submit resumé, names of three references, and BYU employment application form (download from above URL) to: Cayl O'Connell, Library

## TWO POSITIONS AVAILABLE

### Oregon State University

#### Science and Social/Humanities Librarians

Oregon State University (OSU) Libraries seek two innovative and energetic individuals to support the research and instruction needs of the university community. This is an exciting opportunity to work with a dynamic group of library faculty and staff in a beautiful, recently renovated and expanded facility. These are full-time, 12-month, tenure-track positions at the rank of Assistant Professor.

For complete position announcements, see: <http://osu.orst.edu/dept/IS/admin/jobs.htm>.

TO APPLY: Submit a letter of application and current resumé along with the names, addresses, telephone numbers, and e-mail addresses of three references to:

**Melissa Maloney**  
121 Valley Library  
Oregon State University  
Corvallis, OR 97331-4501

For full consideration, apply by **December 1, 2002**.

*OSU is an affirmative action, equal opportunity employer and has a policy of being responsive to the needs of dual career couples.*

Human Resource Services, 2068 HBL, **Brigham Young University**, Provo, UT 84602.

**LIBRARY DIRECTOR.** Anderson University invites applications for the position of Library Director. The position, beginning summer 2003, will be filled by an energetic individual who possesses the following desirable qualities and traits: recent administrative experience in an academic library setting, knowledge of and experience with current library technology, ability to help the university community think strategically about the place of the library, and experience in a church-related college or university. The ideal candidate will possess an MLS or MIS from an ALA-accredited institution in addition to a second master's degree. Ph.D. desirable. Anderson University is a comprehensive institution affiliated with the Church of God of Anderson, Indiana, and seeks faculty who possess an active and maturing Christian faith. Anderson University is an equal opportunity employer. Please send letter of application and resumé to: Carl Caldwell, Vice President of Academic Affairs, **Anderson University**, 1100 East Fifth Street, Anderson, IN 46012; e-mail: [chcaldwell@anderson.edu](mailto:chcaldwell@anderson.edu).

**MONOGRAPHS ORIGINAL CATALOGING HEAD.** Responsible to the Head of Cataloging for the planning, coordination, and bibliographic control of original cataloging and classification of the libraries' print and electronic monographic materials in all languages and subjects. Training and supervision of staff are primary responsibilities of the position. Duties include direct responsibility for two librarians and student assistants. For a full description of duties and qualifications, visit: <http://www.libs.uga.edu/humres/jobs/faculty.html>. Standard benefits package includes life, health, and disability insurance, and mandatory participation in the state or optional retirement system, 21 days' annual leave, plus 12 paid holidays. Minimum Salary: \$40,000, commensurate with experience. Application Procedure: Send letter of application specifically addressing each qualification, resumé, and the names, addresses, phone



CALIFORNIA  
BAPTIST  
UNIVERSITY

## DIRECTOR OF THE LIBRARY

### California Baptist University

California Baptist University, an evangelical Christian university affiliated with the California Southern Baptist Convention, invites applications for the position of Director of the Library. The Director provides leadership and direction in the planning, budgeting, development, and administration of library services. Overseeing all operations of the library, the Director ensures that quality library services are offered to students and faculty. Four faculty librarians and three full-time staff assistants report to the Director.

**REQUIREMENTS:** Candidates must embrace the mission of California Baptist University and evidence a clear understanding of, and commitment to, excellence in teaching through the integration of the Christian faith and learning. MLS required; doctorate in an academic area or administration preferred. Successful candidates will have a minimum of five years' successful experience in library program design, development, and performance assessment. Significant knowledge of and experience with information technologies, automated library systems, and networking required.

**STARTING DATE:** July 1, 2002.

A faculty application may be submitted electronically at: [www.calbaptist.edu](http://www.calbaptist.edu).

Contact Information:

**Jonathan K. Parker**  
**California Baptist University**  
**8432 Magnolia Avenue**  
**Riverside, CA 92504**  
**Phone: (909) 343-4213**  
**Fax: (909) 343-4572**

numbers, and e-mail addresses of three references, by January 10, 2003, to: Thomas Cetwinski, Human Resources Department, University of Georgia Libraries, Athens, GA 30602-1641. Affirmative action, equal opportunity employer.

**REFERENCE AND INSTRUCTION LIBRARIAN.** The College of Wooster is seeking a Reference and Instruction Librarian to be responsible for coordinating the libraries' reference and instructional programs, in which all of the librarians participate; providing reference and instructional services personally; overseeing the Student Reference Assistant program; and working with appropriate academic departments on collection development. Annual Salary: \$33,000. The position will be available May 15, 2003. A master's degree in library or information science from an ALA-accredited graduate school and appropriate experience are required. Candidates should mail a letter of application and résumé and/or curriculum vita, along with names, addresses, telephone numbers, and e-mail addresses for at least three references, to: Damon D. Hickey, Director of Libraries, The College of Wooster, Wooster, OH 44691. All applications should be received by December 31, 2002. The College of Wooster is an independent college of the liberal arts and sciences with a commitment to excellence in undergraduate education. The College values diversity, strives to attract qualified women and minority candidates, and encourages individuals belonging to these groups to apply. Wooster seeks to ensure diversity by its policy of making appointments without regard to age, sex, race, creed, national origin, disability, handicap, sexual orientation, or political affiliation. The College of Wooster is an equal opportunity, affirmative action employer.

**REFERENCE LIBRARIAN. Chaffey Community College District.** Tenure-track position beginning fall 2003. Master's in library science, library information science, or equivalent. Salary \$37,318 (minimum qualifications) to \$67,730 (doctorate); excellent benefits. For announcement and information, call/jobline: (909) 941-2750; or visit our Web site: [www.chaffey.edu](http://www.chaffey.edu). This position opens December 2002.

**SCIENCE LIBRARIAN. California State University, Long Beach (CSULB, [www.csulb.edu/library](http://www.csulb.edu/library)).** Tenure-track position available July 1, 2003. This position will be responsible for reference service, collection development, instruction and library liaison/outreach to students and faculty of the College of Natural Science and Mathematics ([www.cns.csulb.edu](http://www.cns.csulb.edu)). The appointee will provide reference service in a busy, highly automated centralized environment. CSULB librarians are

expected to participate in university and library governance and to engage in professional activities, including research and publication. The position requires an ALA-accredited professional library degree; other required and desired qualifications described in the application packet. Rank and salary will be commensurate with qualifications and experience (\$50,100-\$80,136); this salary range may increase as a consequence of collective bargaining. The position will remain open until an appointment has been made; review of candidates is expected to begin in late January 2003 and continue through early spring 2003. To request an application packet, or for further information, contact the library administrative office by phone: (562) 985-7839; or e-mail: [nancyk@csulb.edu](mailto:nancyk@csulb.edu). CSULB is an equal opportunity employer committed to excellence through diversity and takes pride in its multicultural environment.

**SYSTEMS LIBRARIAN FOR DIGITAL INITIATIVES.** University of Colorado at Boulder. Job Description: This tenure-track position reports to the Faculty Director of the Systems Department. The Systems Department provides information technology support to the University Libraries. The position serves as liaison to technical and public services departments engaging in or supporting digital projects and is expected to maintain awareness of developments in information technologies related to academic libraries, particularly digital initiatives. The successful candidate will have an opportunity to shape this new position and to contribute to the future of digital initiatives in the libraries. Duties include providing leadership and training in the use of tools and formats appropriate for digital library initiatives by advising libraries' faculty and staff and serving as a resource person on key issues in the digital environment; stimulating, developing, implementing, and communicating Libraries' digital initiatives; experimenting and testing cutting-edge digitization techniques; maintaining a working knowledge of metadata schemes appropriate for digital information; consulting with appropriate colleagues on metadata, digital preservation, and Web issues; working collaboratively with faculty colleagues on grant and other proposals related to digital initiatives; working with campus colleagues on issues related to development of an institutional digital repository. Additional duties include providing technical support for special and ongoing activities, including the operation of Chinoek, the Libraries' Innovative Interfaces system; providing support for effective use of the libraries' Intranet; assisting libraries faculty and staff with using Intranet features such as file sharing and collaboration; collaborating with and training libraries faculty and staff in the use of Web development tools such as Dreamweaver and PhotoShop; and analyzing Web and intranet server usage statistics. Significant parts of the respon-

## CALEB T. WINCHESTER UNIVERSITY LIBRARIAN

### Wesleyan University

Wesleyan University, a highly selective liberal arts university, seeks a visionary leader to enhance the library's central role in the teaching, learning, and research of faculty and students. Reporting to the Vice President for Academic Affairs and Provost, Judith Brown, the University Librarian will lead an effort to create an expanded role for the library and enhanced services in support of the academic community. These activities will enable the library to better integrate information resources in teaching, learning, and research and will enable it to innovate and respond flexibly to the rapid technological advances of the digital age while maintaining the enduring strengths of the library. She or he will assume the direction of an historically prominent and currently strong university library and staff, widely appreciated by faculty and students, that is well-positioned for further development. She or he will be a strategic partner in the leadership of Wesleyan University, serving in the Dean's Council, and collaborating with a strong Office of Information Technology Services.

Located in Connecticut, halfway between Boston and New York, Wesleyan University is distinctive among other leading private, coeducational, liberal arts institutions. Its moderate size (290 tenure-track and tenured professors, 2,700 undergraduates, 150 full-time graduate students, and several hundred part-time students enrolled in the Graduate Liberal Studies Program) and genuinely collegial culture encourages academic collaboration and supports streamlined institutional decision-making, while offering academic opportunities and facilities usually found only at larger universities.

The Wesleyan University Library plays a central role in the life of the university. It is one of the finest small academic libraries in the United States with holdings of approximately 1.5 million items and a rapidly growing collection of electronic resources. The extent and variety of the library's collections provides strong support for the university's educational mission and compares favorably with the smaller ARL libraries.

Successful candidates will bring an understanding of and experience in addressing the significant challenges facing academic libraries today—rapid changes in scholarly communication and technology, space limitations, and the need for prudent financial management. Master's level academic preparation is required, with an advanced degree in library science preferred. Compensation will be competitive and commensurate with the successful candidate's experience.

Isaacson, Miller has been retained to assist Wesleyan University's search committee in this important recruitment. Inquiries, referrals, and résumés should be directed in confidence to:

**Alan Wichlei, Vice President or  
Beverly Brady, Senior Associate  
Isaacson, Miller  
Internal Box 2556  
334 Boylston Street, Suite 500  
Boston, MA 02116-3805  
Phone: (617) 262-6500  
Fax: (617) 262-6509  
E-mail: 2556.wul@imsearch.com**

Electronic submission of résumés is strongly encouraged.

*Wesleyan University values diversity and is an equal opportunity employer.*

## NOW AVAILABLE!

### 2001 ACRL Academic Library Trends and Statistics

Online: <http://acrl.telusys.net/trendstat/2001/index.html>

In print: <http://www.ala.org/acrl/manage.html>

EMORY



## DIVISION LEADER FOR COLLECTION MANAGEMENT

### Emory University

Emory University's General Libraries seeks nominations and applications for the position of Division Leader for Collection Management. The Division Leader reports directly to the Vice Provost and Director of Libraries and is a member of the library's senior management team, the Executive Strategy Group. The Division Leader is responsible for the overall direction of collections in all formats

in the context of the library's mission and strategic directions. He or she represents the library in key national and regional organizations.

**RESPONSIBILITIES:** The Division Leader has strategic responsibility for advancing the collection management program. He or she stays abreast of academic programmatic needs, provides leadership for collection assessment for a research library, and collaborates with several other division leaders in planning for long-term collection space and storage needs. He or she works closely with the special collections division to coordinate the development of general collections and special collections.

The Division Leader has budget responsibility at the strategic and operational level. The Division Leader develops the information resources budget proposal and participates with the Executive Strategy Group in making strategic decisions for both the information resources budget and the overall library budget. He or she allocates funds to reflect academic and programmatic priorities and monitors expenditures to respond to changing needs. The Division Leader cultivates consortia and other relationships to promote joint purchasing and resource sharing.

As leader and manager, the Division Leader guides the collection management work of 25 to 30 departmental liaisons and coordinates with leaders of the Instruction Team and Research Services Team to balance the range of liaison responsibilities across multiple teams. The Division Leader develops effective procedures and training, and evaluates outcomes to facilitate collection management activities.

**QUALIFICATIONS:** Required: Either a master's degree in library/information science with a second advanced degree preferred or a Ph.D.; demonstrated understanding of current trends and issues in scholarly publishing, particularly with electronic resources; an understanding of the mission of a research library and the research university environment; experience with information resources budget preparation and allocation; experience negotiating with vendors and publishers; demonstrated leadership ability and successful management or supervisory experience, preferably in a library setting; strong interpersonal and communication skills and proven ability to work effectively and collegially with faculty and library staff; ability to apply technology to enhance effectiveness in collection management operations; record of active participation in professional activities. Preferred: Experience with documenting and/or assessing collections; proficiency in one or more Western European languages; and experience with license agreements.

**SALARY AND BENEFITS:** Salary and rank dependent upon qualifications and experience; comprehensive benefits package, including tuition benefits; several retirement plan options, including TIAA-CREF; attractive moving allowance.

**APPLICATION:** Send letter of application, résumé, and the names, addresses, and telephone numbers of three references to:

**Dianne M. Smith**  
**Library Human Resources Officer**  
**Robert W. Woodruff Library**  
**Emory University**  
**Atlanta, GA 30322-2870**

Applications may be faxed to: (404) 727-0805. Application review begins immediately and will continue until the position is filled.

For more information about the Emory Libraries, visit our Web site:  
<http://web.library.emory.edu>.

*Emory University is an equal opportunity, affirmative action employer  
and encourages women and minority candidates.*

sibilities of this position are research and creative work and service in keeping with the tenure standards of the University of Colorado at Boulder. Requirements: Master's degree from an ALA-accredited institution (degree by December 31, 2002); education or experience with digital initiatives (such as digital imaging, video, or audio techniques); experience with information technologies and tools related to an academic library environment including standard operating systems and office productivity tools such as Windows 2000 and XP and the Microsoft Office suite; experience with basic Web authoring tools such as Dreamweaver, Photoshop, or Flash, and knowledge of HTML or XML; excellent oral and written communications and interpersonal skills; and the ability to work effectively as part of a collegial team and in a changing environment. Preferred Qualifications: Two to three years of experience in an academic library setting; advanced training in digital initiatives management in academic libraries (such as Cornell's "Moving Theory into Practice" workshop or NEDCC's School for Scanning); knowledge of guidelines and specifications for digitization (such as digital reformatting or EAD), digital preservation, and delivery of digital objects; experience with Cold Fusion, Microsoft Access, or Java development or programming in Perl; basic knowledge of integrated library systems such as Innovative Interfaces' Millennium products; and training or teaching experience. Appointment and Salary: The successful candidate with demonstrated accomplishments in research and creative work will be appointed as a full-time assistant professor on tenure track. A successful candidate with promise in research but lacking an established scholarly record will be appointed as a senior instructor (non-tenure track) for two years, with promotion to the tenure track and the rank of assistant professor upon a successful review. Starting salary range will be \$35,000-40,000. Benefits include 22 working days' vacation, 10 paid holidays, liberal sick leave, university group health care plan, group life insurance, TIAA-CREF retirement/annuity, and support for scholarly and professional activities. Tenured librarians are eligible for sabbatical leave. Application Process: Review of applications and nominations will begin immediately and continue until the position is filled. It is suggested that applications be on file with the search committee by December 2, 2002. Send letter of application specifically addressing qualifications for the position, résumé, and names, addresses, telephone numbers, and e-mail addresses of three references to: Scott Seaman, Associate Director for Administrative Services, University Libraries, 184 UCB, University of Colorado at Boulder, Boulder, CO 80309-0184. The University of Colorado at Boulder is committed to diversity and equality in education and employment.

**SYSTEMS LIBRARIAN.** Gustavus Adolphus College in St. Peter, Minnesota, seeks candidates for a Systems Librarian, a 9-month,

tenure-track position to begin September 1, 2003. Primary responsibility for: the integrated library system; the planning, implementation, staff training, and evaluation of library technical services computing applications; coordinating the library Web pages; serving as general liaison with campus and external computing providers. We seek candidates who have an ALA-accredited MLS; experience with a variety of OCLC products and cataloging applications, Windows operating platform, and Web Programming and scripting languages. The Systems Librarian must have a commitment to teaching, outstanding communication skills, and a willingness to take an active leadership role in library governance. For complete description and application information, see: [www.gustavus.edu/oncampus/humanresources/index.cfm](http://www.gustavus.edu/oncampus/humanresources/index.cfm). Review of applications will begin January 10, 2003, and continue until the position is filled. Equal opportunity employer.

**TECHNICAL SERVICES COORDINATOR/CATALOGING LIBRARIAN.** Humboldt State University. Responsibilities: Supervise and coordinate the work of 5.8 FTE cataloging and acquisitions staff in a newly reorganized Technical Services Department; manage the library's monographic acquisitions budget; and perform original and complex copy cataloging for the full range of print, nonbook, and electronic information resources. Position reports to the University Library Dean. Required Qualifications: MLS from an ALA-accredited program with a minimum of three years of professional library experience directly related to the duties of this position at the time of appointment; supervisory/managerial experience; original cataloging experience, including work with the Library of Congress classification system; working knowledge of AACR2, MARC, LCSH, LC classification, and a bibliographic utility; familiarity with current trends, standards, and emerging technologies in cataloging and technical services, including those related to digital information resources; demonstrated flexibility and commitment to a participatory management style; proven ability to train staff and delegate responsibilities effectively; strong public service commitment and ability to work collegially. For a complete vacancy announcement and additional qualifications, see: <http://library.humboldt.edu/administration/techserv.html>. Humboldt State University is located in the coastal redwood forest of northwestern California and serves a student population of 7,400. Salary: Appointment to this tenure-track position will be at Senior Assistant or Associate Librarian depending upon qualifications and experience, with starting minimum of \$50,100. To Apply: Submit a letter of application, a current curriculum vita, and three current letters of reference to: Robert Sathrum, Chair, Technical Services Coordinator/Cataloging Librarian Search Committee, c/o Humboldt State University Library, 1 Harpst Street, Arcata, CA 95521-8299. To ensure full consideration, application packets must be received by January 15, 2003.

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## Late Job Listings

**LIBRARIAN.** The Jewish Theological Seminary of America seeks a Librarian for the Western Hemisphere's premier center for scholarly research in the fields of Judaica and Hebraica. The collections consist of items from the 10th through 21st century in a wide variety of media, including the largest repository of Hebrew manuscripts outside of Israel, which include CD-ROMs, electronic database, musical scores, ketubbot, megillot, slides, micrographs, broadsides, and more. The library houses the finest collection of rare books, manuscripts, and archives, in addition to an extensive collection of Jewish art. Through active digitization, preservation, and conservation programs, the library is making its collections, online exhibitions, and other electronic resources available on the library's Web site at [www.jtsa.edu/library](http://www.jtsa.edu/library). The librarian will be responsible for personnel management, planning and budgeting, collection development and maintenance, collaboration with campus constituencies, development and expansion of technological resources, fundraising and development, and community outreach. The ideal candidate has an earned doctorate in a field of Judaic studies, experience working with manuscripts and rare books, excellent Hebrew communication skills, ten years of increasing supervisory responsibility in a research library setting, demonstrated knowledge of current issues in librarianship and fundraising ability, strong leadership and communication skills, ability to work effectively with a wide range of constituents, and a commitment to customer service. MLS degree strongly preferred. Faculty appointment available where warranted. Salary commensurate with experience. Review of applications begins immediately and will continue until candidate is chosen. Position becomes available July 1, 2003. Please send letter of application or nomination, along with curriculum vitae and the names, addresses, and telephone numbers of at least three references to: Michael B. Greenbaum, **Jewish Theological Seminary of America**, 3080 Broadway, New York, NY 10027; fax: (212)678-8833.