

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). Late job listings will be accepted on a space-available basis after the second of the month.

Rates: Classified advertisements are \$5.75 per line for ACRL members, \$7.25 for others. Late job notices are \$13.75 per line for members, \$16.20 for others. Organizations submitting ads will be charged according to their membership status.

Telephone: All telephone orders should be confirmed by a written order mailed to ACRL headquarters as soon as possible. Orders should be accompanied by a typewritten copy of the ad to be used in proofreading. An additional \$15 will be charged for ads taken over the phone (except late job notices or display ads).

Guidelines: For ads which list an application deadline, that date must 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 figure. 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.

JOBLINE: Call (312) 944-6795 for late-breaking job ads for academic and research library positions. A pre-recorded summary of positions listed with the service is revised weekly; each Friday a new tape includes all ads received by 1:00 p.m. the previous day. Each listing submitted will be carried on the recording for two weeks. The charge for each two-week listing is \$30 for ACRL members and \$35 for non-members.

Fast Job Listing Service: A special newsletter for those actively seeking positions. This service lists job postings received at ACRL headquarters four weeks before they appear in *C&RL News*, as well as ads which, because of narrow deadlines, will not appear in *C&RL News*. The cost of a six-month subscription is \$15 for ACRL members and \$20 for non-members.

Contact: Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 944-6780.

FOR SALE

PEOPLE COUNTERS, for information: 1-800-441-BOOK, library director designed and markets accurate electronic device that will count the people that enter your library with invisible beam, usable anywhere, portable or permanently, \$229 includes shipping. Full warranty for one year, Laser Counters, 120 West Walnut St., Blytheville, AR 72315. (501) 762-2431. Over 500 sold U.S. and Canada.

MATERIALS WANTED

SPACE PROBLEMS? We will buy your surplus serials, technical, scientific and historic materials. Send list for best offer to: Colfax Books, P.O. Box 380542, Denver, CO 80238.

POSITIONS OPEN

ACQUISITIONS LIBRARIAN, The University of the West Indies, St. Augustine, Trinidad. Applications are invited for the post of Librarian III/Assistant Librarian (Acquisitions Librarian) in the University Libraries. Candidates should hold a good first degree (preferably in the biological/biomedical sciences) and a professional qualification in library/information science. Experience in academic/research libraries would be an advantage. Annual Salary Scale: Assistant Librarian II: \$45,480-\$52,008 (Assistant Lecturer level); Librarian III: \$54,708-\$77,604 (Lecturer level). Pension, passages, housing. Applications to: Registrar, the **University of the West Indies**, St. Augustine, Trinidad, W.I.; detailing qualifications and experience and naming three references.

Salary guide

Listed below are the minimum starting salary figures recommended by 16 state library organizations for professional library posts in these states. Job seekers and employers should consider these recommended minimums, as well as other salary surveys (such as the survey in the October 15, 1988 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 Services.

Connecticut	\$22,200
Indiana	varies*
Iowa	\$19,619
Kansas	\$17,500*
Louisiana	\$20,000
Maine	varies*
Massachusetts	\$22,000
New Hampshire	\$17,500
New Jersey	\$22,000
New York	varies*
North Carolina	\$20,832
Ohio	\$20,024
Pennsylvania	\$20,000
Rhode Island	\$21,000
Vermont	\$19,000
West Virginia	\$20,000
Wisconsin	\$23,700

*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.

ACQUISITIONS/SERIALS/REFERENCE LIBRARIAN. Central College seeks a full-time librarian to manage acquisitions and serials functions for academic library of 155,000 volumes. Participate in reference rotation, course-related bibliographic instruction. Assist in selection and implementation of integrated library system. Requires: ALA-MLS, experience with OCLC and AACR2, computer applications, excellent interpersonal and communication skills, concern for detail, strong service orientation, ability to work flexibly between technical and public services during transition from manual to automated systems. Reports to library director. Eleven (11) months. Salary competitive. Application deadline October 15. Preferred starting date: December 1, 1989. Must be a U.S. citizen or permanent resident. Send resume, three letters of reference and transcript to: W. H. Bearce, Academic Dean, **Central College**, Pella, IA 50219. EOE.

ASSISTANT DIRECTOR FOR INFORMATION SERVICES. The Health Sciences Library of the University of North Carolina at Chapel Hill seeks a future-oriented individual with substantial information services experience to lead the library's new Division of Information Services. Reporting to the Director, the Assistant Director will be responsible for planning, organizing and coordinating innovative information services in support of the library's goals



HEAD, COLLECTION MANAGEMENT

Villanova University

Villanova seeks a librarian experienced in collection work to fill a newly created position. Responsibilities include: collection assessment, initiating and coordinating implementation of collection policies, working with faculty and librarians in collection development activities, working with the director in planning/overseeing expenditures. Position reports to the director. Salary minimum \$30,000. Start date negotiable. Requires MLS, significant academic library experience including collection development experience; comprehensive knowledge of current collection management issues/procedures; knowledge of automation as it relates to collection management; excellent oral/written communication skills; organizational, analytical, quantitative skills.

Send letter and resume to:

**Director's Office
Falvey Memorial Library
Villanova University
Villanova, PA 19085**

Applications received by **November 30, 1989**, will be given first consideration.

Villanova is located in the historic Main Line area just west of Philadelphia. It enrolls approximately 12,000 students in colleges of Arts and Sciences, Commerce and Finance, Nursing, Engineering and Law, with graduate programs offered in each of these areas.

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for an integrated academic information management system. Existing services under the general direction of this position include: reference, mediated and self-service online searching, information management education, including an electronic classroom and lab, circulation, reserve, photocopy and interlibrary loan, AHEC, and learning resources, including a microcomputer learning lab. Current staff in the Division number 35 FTE. Required: ALA-accredited master's degree; demonstrated ability to lead experienced health sciences information professionals in developing and providing needed information services in a changing environment; and experience in use of health sciences information resources and of online databases, teaching information management, and applying information technologies. Preference given to candidates with academic health sciences information services experience. Qualities sought include: excellent communication, interpersonal, and problem-solving skills; creativity, initiative, and flexibility; interest in professional involvement; and commitment to serving information needs of health professionals. Salary based on experience and other factors; minimum salary \$35,000. The Health Sciences Library has a professional staff of 25; it serves five health professional schools and a 600-bed teaching hospital. Send letter of application, curriculum vitae, and names of 3 references to: Carol Jenkins, Director, Health Sciences Library, **CB# 7585, University of North Carolina at Chapel Hill**, Chapel Hill, NC 27599-7585. To be assured of consideration, applications should be received by October 31, 1989. An Affirmative Action, Equal Opportunity Employer.

ASSISTANT LIBRARIAN/INSTRUCTOR, Nicholls State University, Thibodaux, Louisiana. (Search Reopened.) Reference/instruction position to assist in providing extensive reference service, online database searching, library use and bibliographic instruction, and collection development. Minimum Requirements: ALA-accredited MLS degree and three-five years professional experience, preferably in an academic library. Bibliographic instruction experience and familiarity with online searching. Excellent oral and written skills. Nicholls State University provides higher education opportunities to 7,000 students in the south central region of Louisiana. The professional and support staff of 31 provides service in Ellender Memorial Library, a three-story library building completed in 1982. Salary: \$20,500 per fiscal year minimum, dependent on experience and qualifications. State of Louisiana fringe benefits. Twelve-month position with faculty status. Deadline: October 20, 1989, or until position is filled. Send letter of application, resume, and three references to: Sharon Goad, Library Director, Ellender Memorial Library, **Nicholls State University**, P.O. Box 2028, Thibodaux, LA 70310. Nicholls State University is an equal educational institution, affirmative action, equal opportunity employer.

ASSISTANT SERIALS LIBRARIAN. Dartmouth College Library announces the availability of the position of Assistant Serials Librarian. The librarian in this position reports to the Serials Librarian and participates fully in the administration of the department which is responsible for the acquisition, processing, and bibliographic and holdings maintenance for the serial collections in the library system. He/she participates in the selection, training, supervision, and evaluation of staff; contributes to the implementation and continuing development of computer technology for the department and assumes responsibility for one of the department's operations, and for quality control of the serials database. Qualifications: ALA/MLS and a minimum of two years experience with serials in a technical services department in an academic library. Familiarity with AACR2, RLIN, and an automated serials control system is highly desirable. Liberal fringe benefits, dental and health plan options and TIAA/CREF. Rank and salary based on experience and qualifications with a minimum of \$24,000. Resume review will begin October 30, 1989. Send applications to: Phyllis E. Jaynes, Director of User Services, 115 Baker Library, **Dartmouth College**, Hanover, NH 03755. Dartmouth College is an AA/EOE employer and minorities and women are encouraged to apply.

ASSISTANT UNIVERSITY LIBRARIAN FOR THE SCIENCES, the University of California, Riverside. Salary Range: \$44,100-\$70,100; appointment range: \$44,100-\$55,000. Position Available: immediately. The Assistant University Librarian (AUL) for the Sciences is a senior administrative position with assigned responsibility for the management of the science libraries. The AUL for the Sciences reports directly to the University Librarian and is a member of the principal advisory group to the University Librarian.

Responsibilities include 1) short- and long-range planning; 2) development and management of the sciences' collections; 3) administration of the Bio-agricultural and Physical Sciences libraries; 4) planning and management for space and facilities; and 5) serving as part of the Library's management team and assisting the University Librarian in planning and managing library operations in general. The AUL for the Sciences Libraries will direct the planning for the development of a joint sciences library in the 1990s. Qualifications: Required: Graduate library degree from an ALA-accredited program or equivalent. Experience working in an academic science library and at least five years managerial experience with increasing responsibilities in an academic library. Demonstrated knowledge of information technology, library automation, and the literature and bibliography of the sciences. Ability to work effectively with a wide variety of faculty, administrators, staff, and students, and to work cooperatively with other units of the library

system and the university. Superior communication skills, both oral and written. Evidence of service, research, or participation in professional associations. Preferred: Graduate science degree; record of scholarly achievement and publication; background in computers and information systems; experience in planning a library facility. Send letter of application, resume, and list of three professional references to: John W. Tanno, Associate University Librarian, **University of California, Riverside**, P. O. Box 5900, Riverside, CA 92517. Open until filled—screening will begin October 15, 1989.

ASSOCIATE DIRECTOR OF LIBRARIES FOR COLLECTION MANAGEMENT. The University of Maryland College Park Libraries invites nominations and applications for an Associate Director of Libraries, Collection Management. Responsibilities: Responsible for the management of the Libraries' Collection Management

DIRECTOR OF LIBRARIES AND MEDIA SERVICES

The University of Vermont

Nominations and applications are invited for the position of Director of Libraries and Media Services. Women and minorities are especially encouraged to apply.

The Director is responsible for the leadership and administration of the University Libraries (composed of the Bailey/Howe Library, Chemistry/Physics Library, and Dana Medical Library) and Media Services. The Director is responsible for 30 library faculty and 96 staff. The budget for FY 1990 is \$5,449,629. The University Libraries is comprised of 1,190,000 volumes, 10,800 serial subscriptions, and important collections of U.S. and Canadian government documents, maps, microforms, and special collections (including the University archives). The University Libraries is a member of OCLC, NELINET, Vermont Resources Sharing Network, Regional Medical Library Network, and the Center for Research Libraries. All modules of the NOTIS integrated library system are operational. Media Services includes the Media Library, Media Production Studio, Graphics Service, Photo Service, and Classroom Support.

Candidates for the position must have a Master's degree from an ALA-accredited program; a record of increasing administrative responsibility in an academic or research library; knowledge of current and emerging information and media technologies; demonstrated leadership within the library profession; and a capacity for establishing relationships with the academic community, alumni/ae, community and business leaders, funding agencies, and other academic/research libraries.

This position is a 12-month administrative appointment responsible to the Office of the Provost. Candidates are expected to warrant appointment as a full professor of the Library Faculty (non-tenure track). Minimum salary \$60,000; salary competitive and negotiable. The University offers a generous benefits package, including TIAA/CREF (or alternative plans) and 22 days annual leave.

Established in 1791, the University of Vermont includes the land grant units of the State of Vermont and is located in Burlington, a metropolitan area of 125,000 situated between the Adirondack and Green Mountains on the shores of Lake Champlain. The University enrolls about 8,000 undergraduates and 1,500 graduate and professional students and is an outstanding undergraduate institution with numerous active research programs. Its colleges and schools include Agriculture and Life Sciences, Allied Health Sciences, Arts and Sciences, Business Administration, Education and Social Services, Engineering and Mathematics, Graduate, Medicine, Natural Resources, and Nursing.

Review of applications for this position begins on November 1, 1989. Nominations and applications (including resume) and three letters of reference should be solicited for submission to:

Constance M. McGovern
Chair Search Committee
Director of Libraries and Media Services
300 Waterman Building
University of Vermont
Burlington, VT 05405
(802) 656-3166

The University of Vermont is an Affirmative Action,
Equal Opportunity Employer.

Division, including: assessing collection strengths and weaknesses; coordinating preparation of collection development policies; allocating and monitoring the library materials budget; directing and evaluating collection management activities of selectors and bibliographers; developing strong ties with publishers, book dealers and vendors; monitoring performances of present/future approval plans, and providing necessary services and programs for the Collection Management Division to accomplish the mission of the Library System. Qualifications: Required: Master's Degree in Library Science from an ALA-accredited program. Advanced degree(s) in a subject field preferred. A Ph.D. is preferred. Experience: Required: Minimum of seven years of appropriate and progressively responsible professional experience in an academic or research library, including two which must have been at a managerial level. Collection development experience in ARL library, including collection analysis, collection development policy formulation and application; work experience in dealing with the book trade; demonstrated ability to deal successfully with a broad range of library functions, ability to interact effectively with library staff

HOFSTRA UNIVERSITY AXINN LIBRARY

POSITION: Assistant Dean of Technical Services
Available: January 2, 1990

DUTIES: Senior administrative, non-tenure track position reporting directly to the Dean of Library Services and serving on the Dean's Advisory Council. Coordinates the activities and functions of all Technical Services departments and divisions: Acquisitions, Catalog, Serials, and Special Collections. Provides direct supervision of Acquisitions staff and oversees expenditures of a library materials budget exceeding \$1,000,000. Works closely with Systems Librarian to plan and coordinate the development of new or expanded library online systems. Prepares annual acquisitions budget request as well as monthly and annual reports.

QUALIFICATIONS: Required an ALA/MLS plus a subject master's degree; at least five years' supervisory experience in technical services in an academic or research library, with emphasis preferably in acquisitions and collection development; experience with integrated online systems; strong leadership qualities and communications skills; ability to work well with faculty and administrators within/out the library. Desirable: evidence of research and publication.

SALARY; Negotiable.

BENEFITS: Liberal fringe benefits package, including tuition remission for self and family.

UNIVERSITY LIBRARIES: The Axinn and the Law Libraries contain over 1,200,000 volumes and are linked by a DRA online catalog. The Axinn Library supports CD-ROM stations as well as numerous online databases.

FIRST SCREENING DATE: October 15, 1989. Position will remain open until a suitable candidate has been selected.

APPLICATION: Send letter of application and resume with names of 3 current references to: Associate Dean Wayne Bell, Axinn Library, Hofstra University, Hempstead, NY 11550.

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AFFIRMATIVE ACTION
EMPLOYER**



and diverse clientele, and ability to communicate effectively in oral and written form. Salary: \$43,747 minimum. Salary commensurate with experience. Excellent fringe benefits. For full consideration, submit resume and names/addresses of 3 references by October 31, 1989, to: Marjorie Simon, Library Personnel Office, McKeldin Library, University of Maryland, College Park, MD 20742-7011. The University of Maryland is an affirmative action, equal opportunity employer.

ASSOCIATE LIBRARIAN, University of Michigan, Cooperative Access Services, Michigan Information Transfer Source (MITS). Duties: Responsible for planning and direction of MITS which includes: budget planning and fiscal management, developing policies for service, providing bibliographic expertise to identify material requested, and designing research projects for clients. Also responsible for the hiring, training and evaluation of all MITS staff and for preparing marketing plan, promoting the MITS service to potential clients in business and industry and for representing MITS to individuals, businesses and groups at the local, state, regional, and national level. Required: Accredited MLS. 3 years post MLS experience. Good interpersonal and communication skills, ability to relate well to supervisor, co-workers, students and clients, creativity and flexibility, ability to deal with changing priorities based on clients needs, demonstrated organizational skills and the ability to make decisions. Reference and database searching experience, and supervisory experience. Interest in, and knowledge of information systems and databases. Desired: 5 years experience in a large research library, budget and planning experience, background in dealing with clientele similar to the primary clientele of MITS (business, technology, etc.), marketing and/or promotion skills and experience. Working knowledge of western European language to assist in bibliographic verification. Minimum of \$27,000 dependent on previous relevant experience. Applications received by October 31, 1989, will be given first consideration. Apply to: Lucy R. Cohen, Manager, Library Personnel and Payroll Services, University of Michigan, 404 Harlan Hatcher Graduate Library, Ann Arbor, Michigan 48109-1205. The University of Michigan is a non-discriminatory, affirmative action employer.

ASSOCIATE UNIVERSITY LIBRARIAN, Boise State University. (Search Reopened). Responsibilities: Coordinate administrative functions under direction of University Librarian; supervise public service department heads; participate in collection development and other professional duties; assist in planning, policy development, and budgeting. Qualifications: MLS; demonstrated ability to plan, manage, and supervise; seven years of professional library experience in academic or research libraries; direct provision of professional services and a minimum of five years in increasingly responsible managerial positions; knowledge of automation and networks—strong preference will be given to applicants with experience in directing the implementation of an automated system; oral and written communication skills; ability to foster constructive interpersonal relationships. Minimum Salary: \$40,000. Tenure Track; rank dependent upon professional background. Screening begins: November 1, 1989. Starting Date: Mutually agreed upon. To apply: Submit letter of application and detailed resume with the names, addresses, and phone numbers of at least three references in position to assess professional potential on the basis of direct observation of work. Applicants should arrange for library school credentials to be forwarded to: Timothy A. Brown, University Librarian, Boise State University, Boise, ID 83725. EEO/AA Employer.

BIBLIOGRAPHER/CATALOGER, Kierkegaard Library. The Kierkegaard Library at St. Olaf College seeks an experienced professional bibliographer/cataloger with knowledge of philosophy and/or Scandinavian studies to carry out cataloguing of a 9,000-volume special collection during a 2-year period. Position is funded by an NEH grant beginning January 1990. The full-time position requires experience with LC cataloguing procedure, AACR2, and OCLC practice. Working knowledge of Scandinavian (particularly Danish), German, and classical languages essential. Position involves original and some rare book cataloguing. Professional must work closely with high-level paraprofessional working 1/2 time and with specialists in the field of Kierkegaard studies. Professional may also be responsible for supervising a clerical assistant if needed. Applicants should be professional librarians with MLS degree or have comparable qualifications and/or experience. Knowledge of pre-1855 European publications in the areas of philosophy, his-

tory, theology, and classics essential. Applicants must be able to plan work carefully to complete task in 2 years and to delegate work appropriately. Salary and benefits dependent upon qualifications and experience. Minimum salary: \$30,000. Apply before November 15, 1989, to: Cynthia W. Lund, Acting Curator, Kierkegaard Library, **St. Olaf College**, Northfield, MN 55057.

CATALOGER, Central State University Library, Ohio. Principal cataloger, using OCLC, AACR2 and LC classification. Performs some original cataloging, maintains subject and shelflist catalogs. Some evening and weekend work required. Qualifications: MLS from an ALA-accredited library school, cataloging experience with monographs, serials, non-print materials in an academic library; knowledge of AACR2, ALA filing rules, LC classification, MARC formats, LC subject headings. Working knowledge of German or French. Some knowledge of library automation systems desirable. Faculty rank, status, good benefits. Salary: \$23,500-\$25,000, ten months. Library collection: 160,000 volumes plus 275,000 pieces microform. State-assisted historically black institution with an integrated student body of 3,000, located 20 miles east of Dayton. Member OCLC and OHIONET. Position available immediately. Send letter of application, resume, and three letters of reference to: George T. Johnson, Library Director, **Central State University**, Wilberforce, OH 45384. AA/EEO.

CATALOGER, TECHNICAL SERVICES. Search extended.

Washington College seeks a cataloger for original and OCLC cataloging, and, in collaboration with the T.S. Librarian, to be responsible for Cataloging Department operations, periodicals and government documents. Excellent opportunity for professional growth in all areas of library work including automation. Some reference duty on rotating schedule. Requires MLS from ALA-accredited school; knowledge of AACR2, LC classification, LCSH, USMARC, OCLC; working knowledge of French/German/Spanish. Previous cataloging experience preferred. Salary \$19,000 plus benefits. Position is for one year with possibility of reappointment contingent upon further funding. Washington College, founded in 1782, is located on Maryland's historic Eastern Shore. Attractive modern library with congenial staff of 10. Send a letter of application, resume, and names, addresses and telephone numbers of three current references to: William J. Tubbs, Librarian, Miller Library, **Washington College**, Chestertown, MD 21620. We will begin reviewing applications after September 25th. AA/EEO employer.

CATALOGERS. The Center for Research Libraries, a major inter-library cooperative seeks qualified candidates for its Cataloging department. All candidates must have an MLS, from an ALA-accredited library school. Thorough knowledge of contemporary cataloging standards and guidelines, the MARC formats, and procedures related to a major bibliographic online utility (e.g., OCLC, RLIN), ability to work with foreign language materials.

SCIENCE REFERENCE LIBRARIAN

Penn State University

Penn State Erie, the Behrend College, seeks a Science Reference Librarian with a strong generalist orientation to promote and provide the services of a small but growing library. Duties include reference desk coverage, including evening and weekend hours, participation in an expanding bibliographic instruction program, computerized literature searching and collection development. The successful applicant will serve as liaison to the Science, Engineering and Technology Division of the College, and will also provide reference and instructional service in the liberal arts and business. The Behrend College library is part of a system of libraries linked by Penn State's LIAS, a sophisticated, user-friendly, interactive computer system. Librarians are members of both the Behrend College and University Libraries' faculties. The Behrend College, located on a beautiful 600-acre campus in suburban Erie, Pennsylvania, is a dynamic, growing comprehensive liberal arts institution offering approximately 25 four-year and graduate degree programs. The library currently holds more than 69,000 volumes and over 800 serial subscriptions and will be moving to a new greatly expanded facility in 1991. The city and county of Erie offer a low cost of living and a variety of cultural and year-around recreational opportunities.

Requirements: ALA-accredited MLS or equivalent, strong oral and written communication skills, degree in the sciences, engineering or technology (or 2-3 years experience in a science library environment). Generalist background, experience in computer searching, collection development, instruction desirable. Potential for promotion and tenure will be considered.

Available January 1. Salary and rank dependent on qualifications, minimum \$24,000. Benefits include liberal vacation, excellent insurances, State or TIAA/CREF retirement options and educational privilege.

To apply, send letter of application, resume and names of three references to:

Nancy Slaybaugh
Personnel Coordinator
Box BSR-ACRL
Penn State University
E1 Pattee Library
University Park, PA 16802

Application deadline: **November 10, 1989**.

An affirmative action, equal opportunity employer; women and minorities are encouraged to apply.

Specific positions and requirements are as follows: *Head, Cataloging Department*, minimum five years progressively responsible technical services experience in a university or large research library. minimum three years supervisory experience to include strong oral and written communication skills, minimum salary \$28,000. *Far Eastern Cataloger*, requires thorough knowledge of Japanese, familiarity with other far eastern languages (Chinese and Korean) desirable, minimum salary \$20,400. *Cataloger*, performs general cataloging duties, minimum salary \$20,400. We offer an excellent benefit package, including TIAA/CREF Retirement. Applications accepted until positions are filled. Send letter of application, including salary requirements, resume, and list of 3 references to: Personnel Officer, **Center for Research Libraries**, 6050 S. Kenwood, Chicago, IL 60637. An Equal Opportunity Employer.

CONSORTIUM DIRECTOR, Central Florida Library Consortium. The person selected shall: direct resource sharing activities for an emerging network in a six-county area headquartered near Orlando; report to Consortium Steering Committee and help plan formal establishment of the consortium; initiate and oversee, with guidance from a technical committee, initial union list of serials project on OCLC, develop grant proposals and train and supervise one full-time assistant. ALA-accredited MLS with significant professional library experience and demonstrated strong organizational and communication skills required. Working knowledge of OCLC and library automation as well as a commitment to interli-

brary cooperation are essential. Salary \$34,464 plus approximately 26% College benefit package. This position, funded by LSCA money through the State Library of Florida, will be open after November 1 and is for a period ending September 30, 1990. Further employment is contingent on continued funding. Interested persons may apply to: Personnel Office, **Seminole Community College**, 100 Weldon Blvd., Sanford, FL 32773 and submit an 3SC application, resume, transcripts and three letters of reference by November 1, 1989. An equal access, equal opportunity community college.

COORDINATOR OF BIBLIOGRAPHIC INSTRUCTION. Responsible for the coordination of the Bibliographic Instruction Department. The department consists of four subject specialist librarians, 2 teaching assistants, and one support person. In addition to managing the department, the position includes teaching bibliographic instruction classes, reference desk service, collection development and database searching. Reports to the Assistant Director, Bibliographic Instruction and Reference. The bibliographic instruction department works closely with the reference department. Qualifications: ALA-accredited MLS, an additional graduate degree in social sciences or humanities, 3 years academic library experience with at least 2 years including bibliographic instruction. Administrative experience preferred. The University of Toledo is a growing state university with an enrollment of 24,000 in 8 colleges offering graduate degrees including the doctorate. The library is currently implementing the NOTIS system.

MUSIC CATALOGER

Assistant/Associate Librarian

University of California, Berkeley

The Library's Catalog Department at Berkeley is responsible for original cataloging of monographs, music, audio-visual media and other datafiles in all languages except Chinese, Japanese and Korean for the Main Library and its 23 branches.

Currently, the Library seeks a Music Cataloger to perform original cataloging and authority work following the AACR2 format, as applied by the Library of Congress. Using LC subject headings, LC classifications and the MARC format for bibliographic data, most work is done on GLADIS, the Library's automated processing system and catalog. Catalogers also have access to RLIN and OCLC. The Music Cataloger advises the Head of the Music Library, trains Music Cataloging staff, and participates in the formulation of general cataloging policy and system design relating to music.

Required: an MLS from an ALA-accredited library school or equivalent, at least two years experience in music cataloging using AACR2 and the MARC format for music, knowledge of music and music history. An advanced degree in musicology is desirable. The applicant must have bibliographic proficiency with Western European languages and a working knowledge of German is required.

Rank and salary (\$27,360-\$36,732/year) based on qualifications. Position available January 1, 1990. Closing date for application: October 31, 1989. Apply in writing, including with your letter a statement of qualifications, resume of education and experience, and the names and addresses of 3 references.

Apply to:

Janice Burrows
Director
Library Human Resources Department
Doe Library, Room 447
University of California
Berkeley, CA 94720

The University of California is an Equal Opportunity,
Affirmative Action Employer.

Toledo is a dynamic city which provides a wide variety of cultural and educational resources. Faculty status; 12-month contract; liberal fringe benefits. Salary \$30,000. Applications accepted until the position is filled. Send letter of application, resume, and the names of 3 references to: Sharon L. Bostick, Search Committee Chairperson, Carlson Library, The **University of Toledo**, Toledo, OH 43606. The University of Toledo is an Equal Opportunity, Affirmative Action Employer.

DIRECTOR, Golda Meir Library. The University of Wisconsin-Milwaukee invites applications and nominations for the position of Director of the Golda Meir Library. The Library contains nearly 3.6 million catalogued items and houses the American Geographic Society collection. There are presently 94 full-time positions, including 38 for academic professionals. The current operating budget is 5.8 million dollars. As the chief administrative officer of the University Library, the Director is responsible for the planning, development, coordination, and management of all Library programs and operations. This includes budget planning and control; staff election, supervision, and development; collection development; the application of new library technologies and systems; reference and information services; bibliographic instruction and information retrieval programs for faculty and students; space planning; evaluation; and long-range planning. Candidates should possess a master's degree from an ALA-accredited library science

program; an additional advanced degree in an appropriate subject field is desirable. Candidates should also demonstrate proven administrative ability; a capacity to work effectively and collegially with faculty, administration, and library staff; management experience, including experience in the application of new technologies and library systems; imagination and resourcefulness in the planning and utilization of resources; a commitment to regional resource sharing; experience in library fundraising and community relations; and an understanding and commitment to affirmative action and equal opportunity. Salary is commensurate with experience and qualifications. Salary range: \$62,830-\$80,695. Deadline for receipt of applications: 22 November 1989. Appointment will be effective 1 July 1990. Applications, nominations and questions should be directed to: Ronald J. Ross, Chair, Search and Screen Committee for Director, Holton Hall 345, the **University of Wisconsin-Milwaukee**, Box 413, Milwaukee, WI 53201. Committee members will conduct preliminary interviews at ALA meeting in Chicago, January 1990. The University of Wisconsin system is an equal opportunity, affirmative action employer.

DIRECTOR OF LIBRARY. The College of Mount St. Joseph, located in Cincinnati, Ohio, seeks a dynamic, service-oriented Director of Library. The Director serves as chief administrative officer of the library and is responsible for all phases of the library and media operation. Duties include: planning library services,



TWO POSITIONS

Central Michigan University Libraries

Director of Technical Services (New Position): Responsible for planning, management, and leadership of the Libraries' technical services activities. Responsibility includes Acquisitions, Cataloging, Processing, and Library Systems. Reports to the Dean of Libraries. As a member of the Libraries' senior management, the Director of Technical Services will play a key role in library automation implementation and in planning for a proposed major library addition. Required qualifications: ALA-accredited MLS degree; five years of progressively responsible technical services experience in an academic or research library; demonstrated skills in leadership, oral and written communication, and human relations; successful supervisory experience; experience with automated system(s) (preferably OCLC and NOTIS). Desired qualifications: cataloging experience; a record of scholarly and/or professional participation and accomplishment. Salary commensurate with qualifications, minimum \$40,000. Excellent fringe benefits.

Head of Library Systems: Responsible for coordinating the planning, implementation, and management of Library automated systems, including NOTIS. Works with all units of the Libraries, the University's computer services unit, and vendors to plan, implement, and maintain operation of systems. Reports to the Director of Technical Services. Required qualifications: ALA-accredited MLS degree; four years progressive and relevant professional experience including planning and implementing integrated library system(s); demonstrated skills in oral and written communications and human relations. Desired qualifications: experience managing library automated systems; additional degree in information science, computer science, or subject related to position responsibilities; NOTIS and OCLC experience. Salary commensurate with qualifications, minimum \$34,000. Excellent fringe benefits.

Central Michigan University, a state-supported institution, offers programs through the doctoral level to a campus enrollment of 17,000 students. The Libraries, with a collection of over 900,000 volumes, are implementing NOTIS and have 80 librarians and support staff. Applications will be accepted until the position is filled. Review of candidates' files will begin immediately.

Submit letter of application stating the position, resume, and names, addresses, and telephone numbers of three references to:



**Chairperson, Selection Committee
Central Michigan University
Park 207
Mt. Pleasant, MI 48859**

CMU is an Affirmative Action and Equal Opportunity Institution.



CATALOG LIBRARIAN

**Librarian II
or higher
\$28,982—
\$46,194**

The University of Lowell, a 13,000 student, 500 faculty institution near Boston's Route 128 high-technology region is seeking a Catalog Librarian to direct the Central Catalog Department.

This is a permanent, 12 month tenure track position with responsibility for budgeting, reporting, management of original and copy cataloging and on-line catalog maintenance, authority control, directing RECON projects including special collections, and planning upgrades to DRA integrated on-line system. The position supervises 1 professional and 4.5 FTE support staff.

The qualifications include an MLS from an ALA program (a 2nd Masters degree is preferred), with knowledge of OCLC, AACR II and LC, and experience with integrated library systems. Candidates should possess demonstrated management skills, with 3 years cataloging and 2 years supervisory experience.

Resumes, accompanied by a letter with the names, addresses and phone numbers of three references should be sent by **20 October, 1989** to: **Dr. Ben Franckowiak, Director of Libraries, University of Lowell, 1 University Avenue, Lowell, MA 01854.**

University of Lowell

The University of Lowell is an Equal Opportunity/Affirmative Action Title IX, Section 504 Employer.

developing and administering budgets, maintaining and improving collections, recruiting and developing library staff, analyzing space requirements and planning for and coordinating library automation. Participates in library instruction and information desk service. Some evenings and weekends required. Qualifications: ALA-accredited MLS; a minimum of five years professional experience including successful supervisory responsibilities; ability to lead and support staff; demonstrated ability in problem-solving and planning; excellent interpersonal and communication skills; knowledgeable about library automation and new technologies. Minimum starting salary mid to upper \$20's. Final salary based on experience and qualifications. The College of Mount St. Joseph is a coeducational institution of 2200 students granting associate, baccalaureate and master's degrees which combine the liberal arts with career preparation. Applications received by November 10, 1989, will receive priority consideration. Position will remain open until filled. Send letter of application, resume, and the names, addresses and telephone numbers of three (3) references to: Director of Library Search, Office of the Academic Dean, **College of Mount St. Joseph**, Mount St. Joseph, OH 45051.

DIRECTOR, Trinity College of Vermont. Trinity College seeks qualified candidates for the position of Library Director. Located in Burlington, Vermont, the College provides a comprehensive liberal arts education to 1,100 students, many of whom are enrolled in weekend and evening degree programs. The Farrell Library is an attractive, contemporary facility. Major collection development activities are under way. Phase one of the Library's automation plan will begin this fall. The Library Director reports to the Vice President for Academic Affairs and is responsible for overseeing and administering the entire library program. Major responsibilities will include fiscal management, collection development, staff supervision, planning, and the effective integration of the library into the academic life of the College. Qualifications: An ALA-accredited MLS with additional subject master's preferred; three or more years administrative experience in a liberal arts setting; ability to relate effectively to students and faculty; some background in collection development; an appreciation for the appropri-

ate use of technology in a small academic library. Salary range of \$27,000-\$33,000 depending upon qualifications and experience. The position is available now. Applications will be considered until the position is filled. Send letter, resume, and names of three references to: Robert Hahn, Vice President for Academic Affairs, **Trinity College of Vermont**, 208 Colchester Avenue, Burlington, VT 05401.

DOCUMENTS PROCESSING. Coordinates the work of the Documents Section in the Bibliographic Control Unit of the Technical Services Division. Catalogs document serials and monographs, and assigns classification numbers to copy cataloging. Responsible for reviewing processing of surveys for U.S. depository documents, claims processing and receipt, Washington State Depository shipments. Serves as liaison with Public Service units for depository issues. Chairs library-wide Government Documents Committee (GoDoC). Required: ALA-accredited MLS or its foreign equivalent; experience in processing government documents, including cataloging; demonstrated knowledge of SuDocs classification, LCSH, AACR2, and other cataloging tools. Preferred: Experience in an academic or research library; supervisory experience; experience in MARC tagging, and bibliographic utilities, preferably WLN; demonstrated verbal and written communication skills. Rank: Librarian 2; tenure-track status. Salary: \$20,028-\$25,944, commensurate with qualifications and experience. TIAA/CREF, broad insurance programs, 22 days vacation, 12 days/year sick leave. Send letter of application, resume and names of three references to: Donna L. McCool, Assistant Director for Administrative Services, Libraries, **Washington State University**, Pullman, WA 99164-5610. Application deadline is October 31, 1989. WSU is an EO/AA educator and employer. Protected group members are encouraged to apply.

EDUCATION LIBRARIAN. Reports to Heads of Reference/Research and Instructional Services Units. Provides reference and consultation services in a highly automated environment with a strong public service commitment. Primary responsibilities include participation in staffing of reference desk (including some evenings

and weekends), online searching, collection development, participates in general bibliographic instruction; development and presentation of course-related instructional sessions, library orientation, and liaison to faculty in the College of Education. Required: ALA-accredited MLS; experience in online searching; excellent written and communication skills. Preferred: interest, knowledge and/or experience with library microcomputer applications; experience with providing reference service and collection development; subject degree in Education; demonstrated flexibility, innovation, and ability to work well with colleagues, faculty, staff and students; teaching experience. Salary: \$20,500 minimum for 12-month appointment, depending on experience and qualifications. Academic rank/tenure track. Vacation of 22 working days plus state holidays. Choice of retirement plans, Blue Cross/Blue Shield health insurance. Kansas State University, founded in 1863 and one of the nation's oldest land-grant universities, is located in Manhattan, a community of 45,000 in the rolling Flint Hills. The University has an enrollment of over 20,000 students and employs 1,500 full-time faculty. KSU Library contains approximately 1,100,000 cataloged volumes, has a materials budget in excess of \$2,000,000, and is in the process on implementing NOTIS. Deadline for application: October 15, 1989. Position available immediately. Send letter of application, resume, names, addresses and telephone numbers of three relevant references to: Jean McDonald, Administrative Services Officer, **Kansas State University Libraries**, Manhattan, KS 66506. KSU is an affirmative action, equal opportunity employer. Women and minorities are encouraged to apply.

ENGINEERING REFERENCE LIBRARIAN. The Engineering Library. University Libraries. University of Cincinnati. Excellent opportunity for service-oriented professional. Responsible for reference, bibliographic, and instructional functions in the Engineering Library. Performs collection development responsibilities as assigned. The of 11 college and departmental libraries, the Engineering Library serves a college of six departments, approximately 130 faculty, and 3,000 students with a staff of two professionals and three support staff and a collection of approximately 55,000 volumes. Required Qualifications: MLS degree from ALA-accredited library school; two years library experience in engineering or related discipline; strong organizational, planning, communication and interpersonal skills, working knowledge of online searching; and demonstrated reference, collection development, and bibliographic instruction ability. Preferred Qualifications: Bachelor's degree in engineering or a physical science, or comparable combination of education and experience. Working knowledge of online catalogs and microcomputer software. Reading knowledge of German and Cyrillic transliteration. Salary and rank/dependent upon qualifications and experience. Salary range \$24,000-\$28,000. Excellent fringe benefits. Send letter, resume, and names and addresses of three references to: Mark Weber, Assistant University Librarian for Personnel, 640 Langsam Library, **University of Cincinnati**, Cincinnati, OH 45221-0033. Letters of application must be postmarked by November 3, 1989. University of Cincinnati is an affirmative action, equal opportunity employer.

GOVERNMENT DOCUMENTS/REFERENCE LIBRARIAN, Smith College. Reports to the Head of the Reference Department. Responsibility for overseeing the management of a modest (75,000 volume) United States and United Nations document collection, including selection, acquisition, organization, reference, and supervision of a clerical and student assistant. The incumbent will participate in reference desk service, including nights and weekends; library instruction and online computer searching. Requirements: ALA-accredited MLS, with at least two years of experience in a government documents collection; experience in social sciences and humanities reference work, bibliographic instruction, and computer searching (BRS and/or DIALOG); knowledge of at least one foreign language. Familiarity with microcomputer applications in libraries desirable. Review of applications will begin November 1, 1989, and continue until the position is filled. Annual starting salary range \$23,000-\$25,500. Submit letter, resume and the names of three references to: Director of Personnel Services, **Smith College**, 30 Belmont Avenue, Northampton, MA 01063. An Affirmative Action, Equal Opportunity Institution. Minorities and women are encouraged to apply.

GOVERNMENT SERVICES LIBRARIAN, Search Reopened. Reports to Government Services Unit Supervisor, responsible for reference assistance for unit and general collections; bibliographic

instruction; and collection development including law materials. ALA-accredited MLS and experience with Census titles and online searching required. Faculty rank and salary of \$21,000 minimum. Send letter of application, vita, and names of three references to: Office of Academic Affairs, Government Services Librarian Search, **Western Kentucky University**, Bowling Green, KY 42101. Review of applications will begin October 15, 1989, and



HEAD, GERONTOLOGY LIBRARY



Ethel Percy Andrus Gerontology Center

University of Southern California

The University of Southern California is seeking a Librarian as Head, Gerontology Library. Reports to Head, Science and Engineering Library. Manages Library; responsible for collection development, bibliographic instruction, in-depth reference services, and oversight of all public and technical services. Works with staff regarding library molecular biology and physiology of aging. Supervises staff, responsible for policy development and implementation. Works with science librarians regarding issues affecting library, e.g., end user search training.

Qualifications: MLS/ALA-accredited institution; degree in social sciences, aging, policy analysis, or related field. Minimum five years academic or specialized library experience. Proven managerial ability required. Knowledge of bibliographic control and information sources in gerontology. Experience in searching online databases such as MEDLINE, AGELINE, HEALTH PLANNING and ADMINISTRATION, and PSYCINFO.

Rank and Salary: Librarian II, \$32,000; Librarian III, \$37,900 minimum salary, negotiable depending upon background and experience, plus benefits. Position Open: September 1, 1989, and will remain open until filled.

Apply To:

Carolyn J. Henderson
AUL for Administrative Services
Doheny Memorial Library
University of Southern California
University Park
Los Angeles, CA 90089-0182

Applicants submit letter of application, resume, and names and phone numbers of three references. Refer to Head, Gerontology, Position #129-CRL on all correspondence.

AA/EOE.



position will remain open until filled. Women and minorities are encouraged to apply. An affirmative action, equal opportunity employer.

HEAD, ACQUISITIONS/SERIALS. Reporting to the Assistant Director for Technical Services and Collection Management, administers the Acquisitions/Serials Unit, coordinating the activities of its four sections: Monographic Orders and Approvals, Standing Orders, Serials Processing, and Binding/Mending (consisting of 20 FTE classified staff). Responsibilities include: gathering, compiling, analyzing, and interpreting statistics and information related to the Libraries' materials budget and serials processing within the Libraries; monitoring operation and performance of vendors' services and negotiating with vendors regarding services; resolves difficult acquisitions and serials processing problems; assists in the implementation and development of a local automated serials control and acquisitions system; chairs the Libraries' Serials Coordinating Committee and serves as ex-officio member of the Collection Development Committee. Required: ALA-accredited MLS or its foreign equivalent; experience directly related to acquisitions or serials, including supervisory experience. Preferred: Experience in an academic or research library; familiarity with online acquisitions and/or serials control systems; knowledge of library-vendor relationships; demonstrated verbal and written communication skills. Rank: Librarian 2

or above; tenure-track status. Salary: \$27,492—\$30,828, commensurate with qualifications and experience. TIAA/CREF, broad insurance programs, 22 days vacation, 12 days/year sick leave. Send letter of application, resume and names of three references to: Donna L. McCool, Assistant Director for Administrative Services, Libraries, **Washington State University**, Pullman, WA 99164-5610. Application deadline is November 17, 1989. WSU is an EO/AA educator and employer. Protected group members are encouraged to apply.

HEAD, CATALOG MANAGEMENT DEPARTMENT. The Columbia Libraries are implementing an online integrated system for information services, with a NOTIS-based online catalog, CLIO, as its central component. The Libraries add approximately 120,000 CLIO records each year, through new RLIN cataloging and retrospective conversion projects. In addition to cataloging and authority work, active collection maintenance and preservation programs contribute to a high volume of catalog maintenance activity. Implementation of local item record control introduces the need to coordinate online holdings maintenance work across 22 departmental libraries as well as in central technical services. We seek a head of the Catalog Management Department with the skills needed to oversee a broad range of catalog management activities, and the vision and energy required to take an active role in planning database management and authority control functions in



ASSISTANT LIBRARY DIRECTOR FOR ADMINISTRATIVE SERVICES

San Francisco State University

San Francisco State University is a multi-cultural, multi-ethnic, urban institution in a time of dynamic change. Faculty number over 1,700 and student enrollment exceeds 29,000. The University offers over 100 baccalaureate and 80 master's degree programs.

The Library is also in transition, in organization, in technology, and in facilities planning. There are three major divisions: Administrative Services, Media & Print Access, and Reader & Technical Services. The collection numbers 2.5 million items, of which some 750,000 are books. Number of employees averages 30 faculty, 75 staff, and 50 FTE in student assistance. Total budget exceeds \$6 million, including a materials allocation of over \$1.5 million.

Responsibilities: Supervising a staff of 12 FTE, the ALD/Admin will oversee and coordinate library personnel administration, business operations, strategic planning and reporting, facilities utilization and planning, grant-writing and development, and public information programs.

Qualifications: Required: Five years of increasingly responsible library experience. Experience with both fiscal and personnel administration. Demonstrated managerial capabilities, including skill in project management, planning, problem solving, quantitative and analytic reasoning, written and oral communication, and interpersonal effectiveness. Experience in an academic/research library or in a university setting, and a sound grasp of administrative issues in higher education. Ability to work effectively with university administrators, faculty, staff, and students of all backgrounds. Preferred: MBA, MLS, or related degrees; management experience in a complex, unionized environment.

Appointment at rank of Administrator III (12 month), with possibility of concurrent tenure-track faculty appointment. Hiring range is \$45,960 to \$55,452, depending on qualifications and experience, with attractive benefits package. Desired starting date is January 1990.

Applications: Applications and nominations should be addressed to:

**ALD/Admin Search Committee
San Francisco State University Library
1630 Holloway
San Francisco, CA 94132**

Applications should include a current vita with names, addresses, and telephone numbers of at least three references. Screening of applications will begin on November 1 and will continue until an appointment is made. Applications received after November 15 are not guaranteed consideration.

SFSU is an equal opportunity, affirmative action employer.



a changing environment. Reporting to the Assistant Director for Bibliographic Control, the Head of Catalog Management oversees catalog maintenance activities for both manual and machine-readable records, and participates in planning related to the Libraries' bibliographic control functions. The Catalog Management Department (6 support staff plus student assistants) has responsibility for error analysis and correction of catalog records, withdrawals, shelving, and central shelflist maintenance. Retrospective conversion, as a preferred means of replacing and correcting manual records, is a significant component of the department's activities. With the implementation of NOTIS authorities in Fall 1989, the department will assume responsibility for post-cataloging authority verification and online headings maintenance. As one of four department heads within the Bibliographic Control Division, the incumbent coordinates activities with the heads of Original Monographs Cataloging, Cataloging with Copy, and Serials Cataloging. The incumbent also provides advice and assistance in support of catalog management activities in departmental libraries. In addition to an accredited MLS, requirements include: effective verbal and written communications skills, strong organizational and analytical skills, and energy and vision as demonstrated through successful supervisory experience or innovative work in technical services; knowledge of and experience in the application of cataloging principles and procedures such as AACR2, LC subject headings and classification, and MARC formats. Knowledge of automated cataloging procedures and bibliographic control developments, research library and supervisory experience, and experience in the use of RLIN and NOTIS are desirable. Salary ranges are: Librarian I: \$27,500-\$35,750; Librarian II: \$29,500-\$39,825; Librarian III: \$32,500-\$47,125. Excellent benefits include tuition exemption for self and family and assistance with University housing. Send resume, listing names, addresses and phone numbers of three references, to: Kathleen M. Wiltshire, Director of Personnel, Box 35 Butler Library, **Columbia University**, 535 West 114th Street, New York, NY 10027. Deadline for applications is October 31, 1989. An affirmative action, equal opportunity employer.

HEAD, EDUCATION LIBRARY (George B. Brain). Permanent 12-

month position. Reports to the Head, Humanities/Social Sciences Public Services and is responsible for the administration of Brain Education Library, including short- and long-range planning, budget preparation and management, and personnel functions; responsible for the development for Brain Education Library collections; provides direct reference services, offers user education services, and performs online searches on request; serves on committees of the Libraries and the University as appropriate. Required: ALA-accredited MLS or its foreign equivalent; substantial management experience in an academic library; substantial public service experience with education/curriculum materials; proven interpersonal relations and communications skills, demonstrated evidence of leadership. Preferred: Experience with circulation services and/or serials; online search services experience; experience in the application of microcomputer and other technologies to public services, experience in library user education. Rank: Librarian 2 or above; tenure-track status. Salary: \$19,740-\$29,100, commensurate with qualifications and experience. TIAA/CREF, broad insurance programs, 22 days vacation, 12 days/year sick leave. Send letter of application, resume and names of three references to: Donna L. McCool, Assistant Director for Administrative Services, Libraries, **Washington State University**, Pullman, WA 99164-5610. Applications must be postmarked by October 31, 1989. WSU is an EO/AA educator and employer. Protected group members are encouraged to apply.

HEAD OF REFERENCE AND INFORMATION SERVICES, Assistant Librarian. Beginning rate \$23,000 annually. The Kinsey Institute for Research in Sex, Gender, and Reproduction, a non-profit corporation affiliated with Indiana University, Bloomington, Indiana. Responsible for on-site telephone, mail and other informational services to staff researchers as well as patrons; preparation of bibliographies; arranging for data runs; coordinating publication permissions; and conducting tours of Institute collections. Supervises one FTE clerical and student assistants. We are looking for a person who wants to be part of an educational and research team and wants to enthusiastically assist in the development of these aspects of The Kinsey Institute. Requirements: MLS from ALA-accredited library school; excellent organizational and planning

Stanford University Libraries

Assistant Chief - Acquisitions Department

The **Stanford University Libraries** are seeking energetic, flexible candidates who can apply a broad understanding of publishing and distribution, collection development, bibliographic control, and technology to the practice of library acquisitions in a transitional environment. The Assistant Chief is responsible for the effective functioning of monographic acquisitions processes. This position requires an MLS or equivalent; knowledge of automation trends and developments; effective written and oral communication skills; and the ability to contribute successfully to a diverse multicultural environment. Knowledge of the theory and practice of library acquisitions and of publishing and distribution mechanisms is desirable. Experience with NOTIS or other automated acquisitions systems and supervisory experience are also desirable. Assistant/Associate Librarian within range of \$28,000-43,100. Send letter of application, resume and names of three professional references by **November 1, 1989** to **Irene Yeh, Acting Library Personnel Officer, Stanford University Libraries, Stanford, CA 94305-6004**. Cite #909/CRL on all correspondence. EOE/AA. Full Vacancy Listing available on request.

STANFORD UNIVERSITY



skills; ability to work well independently and with others; ability to communicate effectively both orally and in writing; ability to maintain confidentiality; and to meet requirements of a tenure-track position. Preferred: post-MLS reference experience in a special library; experience in preparing bibliographies, reports, etc.; supervisory experience. Benefits include vacation of 22 working days, Blue Cross/Blue Shield, major medical and dental insurance, group life insurance, TIAA/CREF. Applications will be considered until at least October 15, 1989. Send letter of application, together with resume, transcript, and the names of four references to: June M. Reinisch, Director, **The Kinsey Institute**, Morrison Hall 313, Indiana University, Bloomington, IN 47405. Indiana University is an Affirmative Action, Equal Opportunity Employer.

HEAD OF REFERENCE, University of Arkansas, University Libraries. Directs the activities of the Reference Department; reports to the Director of Libraries. Duties include the responsibility for the effective management of a centralized reference department consisting of seven FTE professional librarians and 2.5 classified support staff. Traditional reference services are provided, including online searching, collection development, faculty liaison activities, CD-ROM instruction, general reference, bibliographic instruction, and subject specialty reference. Required: ALA-accredited MLS; five years of professional reference experience in an aca-

ademic or research library; demonstrated leadership qualities; strong interpersonal and communication skills; successful supervisory experience; knowledge of and experience with new technologies (e.g., microcomputers, CD-ROM, telefacsimile); experience with collection development and faculty liaison. Starting annual salary: \$33,000 minimum depending upon qualifications. Rank dependent upon qualifications as evidenced by writing samples, publications, and other credentials. Twelve-month, tenure-track, TIAA/CREF, twenty-two days annual leave, reduced tuition, and other benefits. The University of Arkansas, Fayetteville, is a land-grant university and the major academic research institution in the state, offering a full range of undergraduate, graduate, and professional degrees. Situated in the Ozarks, Fayetteville (population 40,000) offers cultural and recreational opportunities associated with natural beauty and a university community. Applications will be reviewed beginning November 1 and accepted until the position is filled. Send letter of application, resume, writing samples, and the names, address, and telephone numbers of three current references to: John A. Harrison, Director of Libraries, **University of Arkansas**, Fayetteville, AK 72701. The University of Arkansas is an equal opportunity, affirmative action employer.

HEAD OF SPECIAL COLLECTIONS, University of California,

SERIALS ACQUISITIONS LIBRARIAN

University of Miami

Responsible for the daily operations of the Serials Acquisitions Section. Reports to the Head of Acquisitions.

Environment: With an annual budget exceeding \$1.9 million, the Acquisitions Department acquires approximately 7,000 serials titles per year. The Department has 11.5 FTE staff members, who work in three units: monographs, serials and binding. We expect to automate the acquisitions and serials control functions in the near future.

Duties: Oversees serials acquisitions, preorder and precatalog searching, check-in and claiming. Prepares serials subscriptions and approves invoices for payment. Monitors expenditures and prepares and analyzes management reports. Reviews and revises procedures. Acts as liaison with serial vendors. Answers patron inquiries concerning the status of subscriptions. Develops and maintains knowledge of the serials trade and current trends in the acquisition of library materials. Assists in planning and implementation of an automated acquisitions and serials control system. Contributes to Library, University, and professional activities.

Will supervise 2-5 support staff depending on supervisory experience.

Qualifications: Required are an MLS from ALA-accredited library school or foreign equivalent; strong communication skills in the English language; leadership ability. Desirable are Technical Services experience in an academic library; supervisory experience; knowledge of AACR2, MARC formats, and the operations of a bibliographic utility such as OCLC; familiarity with national trends in serials control and library computer applications related to serials.

Appointment: Twelve month, tenure earning, faculty rank. Librarians are expected to meet the University's criteria for promotion and tenure which require research, publication and involvement in the profession.

Salary starting range, \$21,000-\$30,000.

Benefits: Paid pension, partially paid insurance, tuition remission, 22 days vacation, moving allowance.

Application letter, resume, names of three references.

Closing: For full consideration, apply before **December 1**.

Apply to:

Ronald P. Naylor
University of Miami Library
P.O. Box 248214
Coral Gables, FL 33124
Phone: (305) 284-4585
Fax: (305) 665-7352

The University of Miami is an equal opportunity, affirmative action employer.

Riverside Library. Salary Range: \$31,944-\$54,060. The Head of Special Collections is responsible for the management and operation of a growing, active, full-service special collections department. The collection includes approximately 75,000 volumes, 150,000 manuscripts, and 11,000 photographs, as well as the University Archives, the Riverside Municipal Archives, and the Tomas Rivera Archives. Knowledgeable and experienced special collections librarian wanted to manage, provide leadership, and with other staff, carry out the department's planning, personnel, and budget activities; collection development; bibliographic control; automation; security; preservation; reference and public services; exhibitions; publications; public relations; grant preparation and fund raising. Position reports to the Head of the Collections Division. Qualifications: Required: Graduate library degree from an ALA-accredited program or equivalent. Broad academic background; progressively responsible experience working in special collections; demonstrated skills in organizational leadership, supervision, interpersonal relations and budgeting; excellent reading knowledge of at least two of the following languages: Spanish, French, German, or Latin; wide familiarity with the antiquarian and foreign booktrade; thorough knowledge of bibliographic description and control as applied to rare books, manuscripts, archives, and other materials; good general knowledge of analytical, descriptive, and textual bibliography, the history of the book, and book arts; demonstrated skills in oral and written communication; an understanding of the aims of scholarship and the needs of scholars. Preferred: Second graduate degree in a subject area; experience with library automation in special collections; familiarity with the principles and methods of conserving and preserving library materials; experience with the organization and care of historical photographs; evidence of scholarly research and publication. Send letter of application, resume, and list of three professional references to: John W. Tanno, Associate University Librarian, **University of California, Riverside**, P.O. Box 5900, Riverside, CA 92517. Open until filled; screening will begin October 8, 1989.

HEAD OF TECHNICAL SERVICES, Assistant Librarian. Beginning rate \$23,400 annually. The Kinsey Institute for Research in Sex, Gender, and Reproduction, a non-profit corporation affiliated with Indiana University, Bloomington, Indiana. Responsible for selection and acquisition of materials for the institute's library; cataloging of new acquisitions; maintenance of the Institute's socialized thesaurus of subject headings; participation in planning for future projects and services, including seeking funding from grants and other sources; assisting with the functions carried out by other collections units; coordination of the Library's planned participation in the Indiana University Library's automated bibliographic system (NOTIS); investigation and implementation of alternative methods of bibliographic control. We are looking for a person who wants to be part of an educational and research team and wants to enthusiastically assist in the development of these aspects of The Kinsey Institute. Requirements: MLS from ALA-accredited library school; experience with selection, acquisition and cataloging of materials relating to sex, gender, and reproduction; knowledge of and experience with MARC formats; experience with automated library systems (preferably NOTIS); demonstrated supervisory ability; experience in writing and/or administering funded projects; ability to communicate effectively both orally and in writing; ability to maintain confidentiality; ability to meet the responsibilities and requirements of a tenure-track position. Benefits include vacation of 22 working days, Blue Cross/Blue Shield, major medical and dental insurance, group life insurance, TIAA/CREF. Applications will be considered until at least October 15, 1989. Send letter of application, together with resume, transcript, and the names of four references to: June M. Reinisch, Director, **The Kinsey Institute**, Indiana University, Bloomington, IN 47405. Indiana University is an Affirmative Action. Equal Opportunity Employer.

HEAD, RARE BOOK COLLECTIONS. LSU Libraries, Louisiana State University. The Head of the Rare Book Collections (RBC) reports to the Assistant Director for Special Collections and participates in the overall administration of the LSU Libraries' Special Collections program, with specific responsibility for administering the Rare Book Collections. The Head of the RBC is also responsible for organizing and servicing the general iconography collection, and for coordinating the Special Collections exhibition program. The Head of the RBC supervises a staff of 1.5 FTE Library Associates, 1 Graduate Assistant, and approximately 4 FTE stu-

dent assistants. Qualifications: Required: Master's degree from a program accredited by the American Library Association; a minimum of three years professional experience in rare book librarianship and/or the antiquarian book trade; strong interpersonal skills; demonstrated effectiveness in oral and written communication. Desired: Supervisory experience; experience in rare book cataloging; experience in preparing exhibitions; reading ability in French and/or German. Tenure track appointment at the Assistant or Associate Librarian level. Salary commensurate with experience and qualifications; \$25,000 minimum. Submit a letter of application, together with a resume and the names, addresses, and telephone numbers of at least three references, to: Sharon A. Hogan, Director of Libraries, LSU Libraries, **Louisiana State University**, Baton Rouge, LA 70803-3300. Preference will be given to applications received by November 1, 1989.

INFORMATION ACCESS LIBRARIAN FOR DOCUMENTS AND REFERENCE. Duties: Responsible for providing service to Libraries' patrons in documents and reference, and participates in collection development and liaison activities in selected subject areas. Reference and liaison responsibilities include bibliographic instruction and online searching. Position is approximately 3/4 time Government Documents and 1/4 time Reference. Texas Tech is a Regional Depository for federal documents. Requirements: MLS from ALA-accredited library school required. Degrees or substantial coursework in science area is preferred. Knowledge of Documents as demonstrated through coursework or experience is preferred. All applicants must possess an attitude of flexibility and adaptability in order to serve multi-dimensional purpose required of the position. Salary and Benefits: Salary is a minimum of \$18,000 based on experience and qualifications for a 12-month appointment. Excellent benefits package; 88% of Social Security paid for first \$16,500 of salary; choice of retirement programs including TIAA-CREF; 14 state holidays; no state or local income tax. General Information: Texas Tech University, one of five comprehensive state universities in Texas, has an enrollment of 24,000. It is located in Lubbock, Texas, a commercial center for the area with a metropolitan population of 224,000. The library has 1.1 million

COORDINATOR OF LIBRARY INSTRUCTION

Western Kentucky University

The University Libraries has developed a nationally recognized dynamic library instruction and public relations program that serves over 14,000 undergraduate and graduate students in more than 100 fields through the main campus, extended campuses and the community college. Responsible for library instruction program, public relation activities, signage and publications. ALA-accredited MLS, excellent oral and written communication skills, and two years experience in academic library instruction is required. Familiarity with library automation, instructional technology and production of publications highly desirable. Additional Master's degree and experience in assisting users with an online public access catalog (NOTIS) preferred. Faculty rank and salary of \$27,000 minimum. Send letter of application, vita, and names of three references to Office of Academic Affairs, Coordinator of Library Instruction Search, Western Kentucky University, Bowling Green, KY 42101. Review of applications will begin October 15, 1989, and position will remain open until filled. Women and minorities are encouraged to apply.

An Affirmative Action, Equal Opportunity Employer



ARCHITECTURE AND FINE ARTS LIBRARY REFERENCE/ACCESS SERVICES LIBRARIAN

University of Southern California

The University of Southern California's Architecture and Fine Arts Library is seeking a Reference/Access Services Librarian. Reports to Head Librarian, and is responsible for the Library in absence of Head. Provides public access to library's collections in architecture, design, landscape architecture, museum studies, art history, and visual studies. Duties include preparing and conducting bibliographic instruction classes, answering reference questions, performing computer searches, implementing policies and developing procedures for reference activities, developing and maintaining reference and artists' book collections.

Qualifications: MLS/ALA-accredited institution, with undergraduate degree in art history or closely related discipline. Subject expertise in architecture, experience in bibliographic instruction and database searching, and working knowledge of at least one foreign language desirable.

Rank and Salary: Librarian I, \$28,900; Librarian II, \$32,000 minimum salary, negotiable depending upon experience, plus benefits. Position Available: February 1, 1990, and will remain open until filled.

Apply To:

Carolyn J. Henderson
Associate University Librarian for Administrative Services
Doheny Memorial Library
University of Southern California
University Park, Los Angeles, CA 90089-0182

Applicants submit letter of application, resume, and names and telephone numbers of three references. Refer to Architecture and Fine Arts Library, Reference/Access Services Librarian, Position #128-CRL on all correspondence.

AA/EOE.

disciplinary reference in the areas of journalism, communication, and current public affairs information. In addition to an accredited MLS, requirements are: previous relevant public service experience, including computerized bibliographic database searching; strong written and verbal communications skills; and demonstrated administrative abilities. Subject background or experience in journalism is desirable. Salary ranges are: Librarian I: \$27,500-\$35,750; Librarian II: \$29,500-\$39,825; Librarian III: \$32,500-\$47,125. Excellent benefits include tuition exemption for self and family and assistance with University housing. Send resume, listing names, addresses and phone numbers of three references, to: Kathleen Wiltshire, Director of Personnel, Box 35 Butler Library, **Columbia University**, 535 West 114th Street, New York, NY 10027. Deadline for applications is October 31, 1989. An affirmative action, equal opportunity employer.

LIBRARIAN, Center for Creative Photography. The University of Arizona Library is seeking a librarian for its Center for Creative Photography. Women and ethnic minority candidates identified as underutilized in the Library Affirmative Action Plan will be preferred. The person filling this position will have primary responsibility for overseeing the daily activities of a busy museum library in an academic setting; providing in-depth reference service and bibliographic instruction; supervising student assistants; selecting books and serials, including rare books and audiovisual material and ephemera. In addition to these primary job responsibilities, the job should be understood to include contributions to professional service and scholarship. The position reports to the Photographic Archives Librarian. Applicants for this position must be graduates of an ALA-accredited library school. Good communication and interpersonal skills and the ability to work effectively with students and faculty are essential. Preferred qualifications

include a knowledge of the history of photography and some supervisory experience. The Library seeks candidates who can demonstrate an understanding of the role of the academic research library and who demonstrate leadership and management potential. The beginning professional salary is \$20,000 or higher depending on qualifications and experience. Librarians at the University of Arizona have academic professional status, are eligible for continuing status, are voting members of the faculty, and may take up to 24 days professional leave per year. They have 22 days paid vacation, 12 days sick leave and 10 holidays. Various health packages and retirement benefits including TIAA/CREF are available. A letter of application, resume and names of three references should be sent to: W. David Laird, University Librarian, **University of Arizona** Library, P.O. Box C, Tucson, AZ 85721. Applications must be postmarked by November 17, 1989, to be considered. The position is available March 5, 1990. The University of Arizona is an Equal Employment Opportunity employer with an Affirmative Action plan.

LIBRARY DIRECTOR. Trinity College seeks qualified candidates for the position of Library Director. Located in Burlington, Vermont, the College provides a comprehensive liberal arts education to 1,100 students, many of whom are enrolled in weekend and evening degree programs. The Farrell Library is an attractive, contemporary facility. Major collection development activities are under way. Phase one of the Library's automation plan will begin this fall. The Library Director reports to the Vice President for Academic Affairs and is responsible for overseeing and administering the entire library program. Major responsibilities will include fiscal management, collection development, staff supervision, planning, and the effective integration of the library into the academic life of the College. Qualifications: An ALA-accredited MLS with additional subject master's preferred; three or more years administrative

experience in a liberal arts setting; ability to relate effectively to students and faculty; some background in collection development; an appreciation for the appropriate use of technology in a small academic library. Salary range of \$27,000-\$33,000 depending upon qualifications and experience. The position is available now. Applications will be considered until the position is filled. Send letter, resume, and names of three references to: Robert Hahn, Vice President for Academic Affairs, **Trinity College of Vermont**, 208 Colchester Avenue, Burlington, VT 05401. AA/EOE.

LIFE/HEALTH SCIENCES LIBRARIAN (tenure-track position). Idaho State University seeks an innovative librarian to develop its Health Sciences Library, act as faculty liaison and supervise collection development in the life and health sciences. Pursue grants and other external funding opportunities, provide specialized reference service, including database searching. Required: ALA-accredited MLS. Bachelor's degree in the life or health sciences. Experience with online searching. Capacity to assume increasing responsibility for development and eventual management of a Health Sciences Library; excellent oral and written communication skills. Desired: Graduate study in the life/health sciences or health-related professions. Familiarity with academic library operations and services. Supervisory experience. The Eli M. Oboler Library is a modern, spacious facility in a small university town close to scenic and recreation areas. It has had an online catalog for six years. Available immediately; recruitment will continue until the position is filled. Salary: Negotiable, \$26,000/year minimum. Generous vacation and benefits. Faculty-equivalent status. 12-month appointment. Send letter of application, resume, and names, addresses and telephone numbers of three references to: Charles Perry, Public Services Director, Eli M. Oboler Library, **Idaho State University**, Pocatello, ID 83209-8089. ISU is an equal-opportunity, affirmative action employer. Applications from women and minorities are especially sought.

MUSIC CATALOGER, Joyner Library, East Carolina University. Responsibilities: Primary responsibility—cataloging of scores, books on music, and music sound recordings for branch music library utilizing OCLC and LS/2000. Other cataloging responsibilities as assigned. Required Qualifications: ALA-accredited master's in library science; bachelor's degree in music; working knowledge of AACR2, LC rule interpretations, LCSH, and LC Classification. Preferred: Subject master's in music; knowledge of German and one Romance language; familiarity with OCLC standards; two years experience cataloging music with an online bibliographic database; good oral and written communication skills; ability to work effectively with all levels of staff; ability to work well independently. Twelve-month tenure track faculty appointment. Salary \$23,000 minimum, depending on qualifications. Research and publication expected for tenure and promotion. Technical Services Department staff of 31 includes seven librarians. East Carolina University's libraries serve a campus community of over 15,000 students and 950 faculty. The University is a constituent institution of the sixteen-campus University of North Carolina System. Screening of applications will begin December 1, 1989, and continue until position is filled. Send letter of application, resume, copies of transcripts, and names of three current references to: Jo Ann Bell, Acting Director of Academic Library Services, Joyner Library, **East Carolina University**, Greenville, NC 27858-4353. Official transcripts from each college or university attended will be required prior to any offer of employment. Proper documentation of identity and employability are required at the time of employment. East Carolina University is an affirmative action, equal opportunity employer and, as such, encourages applications from women, blacks, and other minorities.

PRESERVATION PROJECT COORDINATOR, Foundations of Western Civilization. Reporting to the Assistant Director for Preservation, this new temporary (three-year) position has primary responsibility for managing the Columbia University Libraries' 3-year NEH-funded preservation project, which will inventory 150,000 volumes in the fields of Classical, Medieval, and Renaissance history, religion, and philosophy; perform bibliographic searching; and provide or procure preservation treatments and/or replacements as appropriate. Responsibilities include planning, helping to develop project guidelines and design workflows, and coordinating implementation, including hiring and training approximately 18 FTE support staff. The Project Coordinator will supervise staff assigned to bibliographic searching, physical preparation and queuing of volumes to be filmed, shipping to and receiving ship-

ments from the filmer, and quality inspection. He or she will also take responsibility for monitoring and coordinating workflow and productivity in all participating library units; ensuring the proper standards and procedures are followed; solving problems and assisting staff as needed; maintaining contacts with outside vendors; monitoring allocation of grant resources in conformity with the budget; and keeping records and preparing progress and statistical reports. In addition to an accredited MLS, requirements are: aptitude for analytical work and strong organizational skills as demonstrated through previous relevant experience; formal training or equivalent experience in preservation; experience with technical processing in a large library environment; ability to work with staff at all levels in a fluid, complex organization and to communicate effectively verbally and in writing. Preferred qualifications include: knowledge of preservation microfilming policies and procedures; previous supervisory experience; experience with electronic spreadsheets, cost indexing, management statistics and/or budgeting; and working knowledge of German, French or Latin. Salary ranges are: Librarian I, \$27,500-\$35,750; Librarian II, \$29,500-

LIBRARIAN ACT National Office

Excellent opportunity for experienced library professional interested in directing specialized, service-oriented library for national educational service organization. Library specializes in fields relevant to ACT's education-related services, e.g., testing and measurement, educational psychology, career guidance, and college student financial aid. Starting salary to mid \$30s annually, depending upon qualifications. Excellent benefit program. Position located in National Office for American College Testing (ACT) in Iowa City, Iowa.

Requires master's degree in library science and 4-5 years professional library experience.

To apply, submit letter of application and resume to Human Resources Department (CR), ACT National Office, 2201 North Dodge Street, P.O. Box 168, Iowa City, Iowa 52243. Application screening begins immediately and continues until position is filled.

ACT is an Equal Opportunity/Affirmative Action Employer.

The logo for ACT (American College Testing) is displayed in a stylized, bold, serif font. The letters are white with a thick black outline, set against a black rectangular background.

\$39,825; Librarian III, \$32,500-\$47,125. Excellent benefits include tuition exemption for self and family and assistance with University housing. Send resume, listing names, addresses and phone numbers of three references, to: Kathleen Wiltshire, Director of Personnel, Box 35 Butler Library, **Columbia University**, 535 West 114th Street, New York, NY 10027. Deadline for applications is October 30, 1989. An affirmative action, equal opportunity employer.

REFERENCE AND INFORMATION SERVICES LIBRARIAN.

Entry-level position responsible for providing instruction, reference desk service, online database searching, bibliographic instruction, and reference collection development. Also acts as liaison to the science and engineering academic departments for the development of materials collections and specialized services. Provides these departments discipline-specific bibliographic instruction and online searching. Reference desk duty includes nights and weekends. Qualifications: Required: Master's degree from program accredited by the American Library Association. Proficient written and oral communication skills. Interpersonal skills necessary to work collegially and cooperatively with University community and Library faculty and staff. Experience or courses in online searching and library automation. Preferred: Training or interest in science or engineering. Applicable library experience. Appointment: Position is permanent, tenure leading, with faculty status and rank. Librarians are expected to meet tenure and promotion requirements of the library faculty. Conditions are: 12-month contract, 24 days annual leave, 11 University holidays, 12 sick days, health/life insurance package with 80 percent paid by the University, retirement program choice of either TIAA/CREF or State system (both are entirely paid by the University, annual rate is approximately 10 percent of salary). Better than average funding and support for professional development. Salary is minimally \$18,800, more depending on experience. University: Tennessee Technological University is a state-supported institution within the State University and Commu-

nity College System of Tennessee. Tech has approximately 7,000 full-time students and 350 full-time faculty. The Library has 15 library faculty and 18 support staff. Implementation of the ATLAS system of Data Research Associates has begun and PAC is operational. A new building was occupied in June 1989. Application Procedure: The position is now open and will be filled as quickly as possible. Screening of applicants will begin October 15, 1989. Position will remain open until filled. Applicants must submit: Letter of application, resume, transcripts for all college credits (unofficial copies of transcripts are acceptable for initial application), and three current letters of reference. Incomplete applications can not be considered. Mail to: Reference Search Committee, **Tennessee Technological University**, Library, Box 5066, Cookeville, TN 38505. Minorities are encouraged to apply and to identify themselves for affirmative action programs. An AA/EOE.

REFERENCE/CIRCULATION LIBRARIAN.

ALA-accredited MLS degree required. Supervisory ability and communication skills necessary. Interest in computerized systems desired. Duties include direct reference, bibliographic instruction, reference collection development, circulation supervision, circulation policy decisions, work with automated circulation system, maintenance of collection, some night and weekend work. Salary minimum \$20,000, negotiable and competitive. Faculty rank, tenure track position. Send application/resume and three references to: Gwen Creswell, James Earl Carter Library, **Georgia Southwestern College**, Americus, GA 31709 by October 31, 1989. Affirmative Action, Equal Opportunity Employer.

REFERENCE/COLLECTION DEVELOPMENT LIBRARIAN,

School of Engineering & Applied Science, Columbia University. This position is responsible for reference and collection development for most subjects in engineering and in computer science, and for the Technical Reports Center for the School of Engineering and Applied Sciences. General and in-depth reference service will



**SCIENCE AND LIBRARY REFERENCE/
INFORMATION SERVICE LIBRARIAN**

University of Southern California

The University of Southern California is seeking a Reference/Information Services Librarian in the Science and Engineering Library. Reports to Head. Provides reference desk service, online search service, and bibliographic instruction programs. Provides collection development support from artificial intelligence, astronomy, computer science, engineering, geology, and/or mathematics. Duties may include coordination-level responsibility for bibliographic instruction and/or circulation, including supervision of library assistants.

Qualifications: MLS/ALA-accredited program, research and/or prior academic or library experience in science or engineering, excellent communication skills, basic experience in database searching and microcomputer hardware and software required.

Rank and Salary: Librarian I, \$28,000; Librarian II, \$32,000 minimum salary, negotiable depending upon background and experience, plus benefits.

Position Open: February 1, 1990, and will remain open until filled.

Apply To:

**Carolyn J. Henderson
AUL for Administrative Services
Doheny Memorial Library
University of Southern California
University Park
Los Angeles, CA 90089-0182**

Applicants should submit a letter of application, a resume, and the names and telephone numbers of three references. Please refer to position **#130-CRL** on all correspondence.

AA/EOE.



include the use of printed and machine-readable databases, instructing individuals and classes in use of the reference collection, and development and design of user aids and publications. Collection development responsibilities will include identification, selection, deselection and preservation of materials in all languages and formats in most areas of engineering and computer science, as well as identification of changes in research and instructional programs as they relate to the Libraries' collections. The librarian will participate in the planning and evaluation of collection development policies and reference service for the entire Science and Engineering Division, and will report to the Division's Head of Reference and Collection Development. An accredited MLS or the demonstrated equivalent in training and experience in bibliographic theory, organization and practice is required. Also required are relevant science subject background; knowledge of scientific and scholarly communication; ability to communicate and work effectively with faculty and students; and a creative, innovative approach to promotion of computer-based operations and services. Excellent verbal and written communications skills are essential. Preference will be given to candidates with previous relevant reference and online database experience and training, and with subject background in engineering. Salary ranges are: Librarian I: \$25,000-\$32,500; Librarian II: \$27,000-\$36,450; Librarian III: \$30,000-\$43,500. Excellent benefits include tuition exemption for self and family and assistance with University housing. Submit resume, listing names, addresses, and phone numbers of three references, to: Kathleen Wiltshire, Director of Personnel, Box 35 Butler Library, **Columbia University**, 535 West 114th Street, New York, NY 10027. Preference will be given to applications received by November 15, 1989. An affirmative action, equal

opportunity employer.

REFERENCE LIBRARIAN, Cornell University, Flower Veterinary Library. Responsibilities: Under the direction of the Veterinary Medical Librarian; provide veterinary and related biomedical reference service, online searches including monthly SDI updates from BRS, DIALOG, and NLM databases, and bibliographic/end-user searching instruction to the Veterinary College community; provide information services to veterinarians and other individuals outside the university; provide back-up support for interlibrary borrowing and other public services; perform some collection development and technical services functions. Requirements: MLS degree from an ALA-accredited library school or equivalent. Strong interpersonal and communication skills. Subject background or demonstrated interest in the life sciences helpful. Online searching experience or other background in a health sciences library helpful. Applications requested by November 1, 1989, but will be accepted until the position is filled. Salary: \$21,000 plus, depending upon qualifications and experience. Send cover letter, resume, and a list of three references to: Ann Dyckman, Personnel Director, 201 Olin Library, **Cornell University**, Ithaca, NY 14853-5301. Cornell University is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN, Documents Division. Provides comprehensive reference assistance with emphasis on U.S. documents and patents, from a collection of U.S. and Texas State documents and technical reports. Maintains the depository collection of U.S. documents. Supervises the processing of depository materials. Coordinates public services training for Division staff and student assistants. Coordinates staff training for computerized



THREE NEW POSITIONS

Central Missouri State University

Central Missouri State University, a comprehensive university in west-central Missouri with an enrollment of 11,500, invites applicants for the following positions:

1) *Systems Librarian*. Responsibilities: Develop and implement programs for the NOTIS system, coordinate microcomputer training and LAN applications, design and coordinate other communication systems, provide systems analysis in library automation, manage and coordinate projects with Campus Computer Services, develop new programming as needed, bibliographic responsibility in an appropriate discipline. Qualifications: Required: An MLS, NOTIS experience. Familiarity with IBM 4381, DOS/VSE, VM environment, IBM JCL, PL1, and SAS. Strong communication and interpersonal skills, service orientation. Desired: MS in Computer Science or related field.

2) *Reference Librarians/Bibliographers (2)*. Responsibilities: Provide reference service at a centralized reference center; bibliographic responsibility in appropriate discipline(s); participate in bibliographic instruction and automated research activities. Qualifications: Required: An MLS, strong communication and interpersonal skills, commitment to client-centered services. Desired: academic library experience; experience with online systems, microcomputers, and collection management. Preference will be given to candidates with a 2nd master's degree in one of the following areas: Science and Technology, Social Sciences, or Fine Arts.

Salary and Benefits: 12-month, faculty tenure-track positions with strong benefits. Salary depends upon qualifications beginning with rank of Instructor at \$24,100. The University expects research and creative activities as well as public service activities for promotion and tenure. A second master's degree is required for tenure.

To apply: Send letter of application, resume, and names and addresses of 3 references by **November 15** to:

Pal V. Rao
Dean of Library Services
Central Missouri State University
Warrensburg, MO 64093

CMSU is an equal opportunity, affirmative action employer.



reference services. Supervises at least two support staff. Assists with bibliographic instructions. Qualifications: ALA-MLS. Minimum of one year post-MLS experience, preferably in government documents or U.S. patents reference. Supervisory experience required. Experience in academic library and with online systems of bibliographic data retrieval preferred. Experience with or knowledge of collection development, bibliographic instruction, and cataloging desirable. Salary: \$22,000 minimum for 10.5 months; \$23,000 with additional master's. Competitive benefits package. No state income tax. Faculty rank. Texas A&M University has an enrollment of 40,000 and is located in Bryan/College Station between Houston and Austin. Closing Date: Applications received by November 15 will receive first consideration. To apply send letter of application, resume and names and telephone numbers of three professional references to: Roberta Pitts, Head of Personnel Operations, Evans Library, **Texas A&M University**, College Station, TX 77843-5000; (409) 845-8111. AA, EEO employer.

REFERENCE LIBRARIAN. Provides general reference on schedule that includes evenings, weekends. Organizes and coordinates bibliographic instruction, preparing bibliographies and information guides. Assists with online searches, reference collection development and student assistant supervision. Functions as part of academic-professional team. Reports to coordinator of reference. Expansion of university in the near future will provide opportunities for creative leadership in development of collections and services. Qualifications: Required: ALA-MLS. Knowledge of and experience with reference materials and microcomputer assisted reference. Strong commitment to public service. Effective communications and interpersonal skills. Close to three years of successful reference and database experience in college or university library. Familiarity with bibliographic instruction. Ability to work closely and successfully with colleagues and patrons in small university, central library setting. Preferred: additional experience, familiarity with a modern European language. Salary negotiable from \$23,000 for 12-month appointment for person meeting qualifications. Fringe benefits include percentage payment of employee's

SS, choice of retirement and medical programs, no state or local income taxes. State vacation, holiday package. Librarians are a distinct group of academic professionals. University became part of Texas A & M University Systems in September, will become four-year 1994. Screening of applicants will begin October 23 and continue until position filled. Send letter of application addressing qualifications, resume, names of references to: R. L. O'Keeffe, **Corpus Christi State University** Library, 6300 Ocean Dr., Corpus Christi, TX 78412. AA/EEO.

REFERENCE LIBRARIAN. Sterling Memorial Library, Yale University Library. Minimum Rank: Librarian I. Responsibilities: Assists readers; searches computerized databases; teaches bibliographic instruction sessions and provides library orientation. The department, the central reference location on campus, serves all levels of users with special focus in the humanities and social sciences, and is in an exciting period of development as it seeks to expand its role in meeting the information needs of the Yale community. Qualifications: ALA-accredited MLS. Reading knowledge of two foreign languages. Familiarity with online database and excellent disk searching. Effective oral and written communication and strong analytical skills. Ability to work cooperatively in a demanding and rapidly changing environment. Additional graduate work desirable. Salary from \$26,250, dependent on qualifications and experience. Benefits include 22 days vacation; 17 holidays, recess and personal days; retirement plan; health care; and relocation assistance. Application deadline: November 3, 1989. To be assured of consideration, please send letter of application, resume, and names of 3 references to: Diane Y. Turner, Acting Head, Library Personnel Services, **Yale University** Library, P.O. Box 1603A Yale Station, New Haven, CT 06520. An EEO/AA employer.

REFERENCE LIBRARIAN. SUNY Plattsburgh's Feinberg Library seeks an innovative, dynamic person for the position of reference librarian. The city of Plattsburgh is located in Northeastern New York State on the shore of Lake Champlain, one hour from Mon-



SAINT MICHAEL'S COLLEGE

Library Director

Applications are invited for the position of Library Director at Saint Michael's College. Saint Michael's is a Catholic liberal arts college, located close to Lake Champlain and the vibrant City of Burlington and is within short distance from the beautiful mountains of Vermont. The director is responsible for planning, directing and evaluating all library functions and services and integrating them with the academic programs of the college. Specific responsibilities include overseeing an annual operating budget exceeding a half million dollars and managing a staff of 17 FTE (including five professionals). The director reports to the Vice President for Academic Affairs. Professional librarians have academic status but not rank.

The Durick Library serves 1,700 undergraduates, 500 graduate students, 150 faculty, 200 staff and supports international and adult education programs. The library has over 150,000 volumes and is engaged in an ambitious collection development program. Also planned are total system computerization and a major library addition.

Minimum requirements for position of director include MLS and/or advanced academic degree and demonstrated significant library experience in positions of increasing administrative responsibility and leadership.

Applicants should send letter of application, resume, and three professional references. Screening of applicants will begin September 30, 1989 and continue until position is filled.

**Director of Personnel
Saint Michael's College
Winooski, VT 05404.**

**Equal
Opportunity/
Affirmative
Action
Employer**

treah, Lake Placid, New York and Burlington, Vermont. This is a twelve-month position. Primary responsibility will be coordinating and developing Library 101, a required one-credit course designed to introduce college students to library research. Library 101 is part of an active and evolving library instruction program. General reference responsibilities include serving at the reference desk (some evenings and weekends); database searching; preparation of research guides; and collection development. Qualifications: Required: MLS from an ALA-accredited library school and two years reference and instructional experience in an academic library. Excellent oral and written communications skills and strong interpersonal skills. Preferred: Experience in instructional design and development. We encourage applications from candidates who can serve as role models for women and minority students. Minimum salary: \$25,000, excellent fringe benefit package. Applications received by October 23, 1989, will receive first consideration. Send letter of application, current resume and three current letters of reference to: Chair, Search Committee, c/o Office of Personnel/Affirmative Action, **State University of New York at Plattsburgh**, Box 1624-100, Plattsburgh, NY 12901. SUNY is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN. This Assistant Reference Librarian is responsible for professional reference service including some evening and weekend work in a busy metropolitan progressive university library, with a diverse clientele, which is in the process of implementing NOTIS. Database and CD-ROM searching, library user instruction, collection development are other dimensions of this position. Faculty rank and status, 12-month contract, tenure-track with liberal fringe benefits. Salary is \$21,500. We are seeking a reference librarian with an ALA-accredited MLS. Send resume and names, addresses, and phone numbers of at least three references to: Kathleen Voigt, Chairperson of Search Committee, William S. Carlson Library, the **University of Toledo**, 2801 W. Bancroft Street, Toledo, OH 43606. Applications will be accepted until the position is filled. The University of Toledo is an Equal Opportunity, Affirmative Action Employer.

REFERENCE LIBRARIAN. University of California, Santa Cruz. Assistant Librarian. Provides reference service in social sciences and humanities to diverse academic community; serves 12-15 hours/week at Reference Desk, performs online searches and assists end-users, participates in active library instruction program. May be assigned responsibility for specialized reference service in business/economics. Reports to Head, Reference. Required: MLS, strong oral/written communication skills, strong commitment to public service, ability to work effectively with others in culturally diverse environment. Preferred: related experience in academic or non-academic library, experience providing service to minorities, knowledge of literature of business or economics. Appointment salary: \$27,360-\$30,144. Final Filing Date: October 31, 1989. Start: February 1, 1990. Send letter of application including narrative statement of qualifications, resume, and names of 3 references to: Katherine Beiers, University Library, **University of California, Santa Cruz**, Santa Cruz, CA 95064. UCSC is an EEO, AA, IRCA employer.

REFERENCE LIBRARIAN. University of Georgia Libraries. (Salary minimum \$21,000.) Duties: Reference Librarians in the Main Library are responsible for assisting students, faculty, staff, and others in making effective use of library resources in the social sciences (including business and education), and humanities. To achieve this goal, Reference Librarians provide general reference, instructional and referral services, conduct formal library instruction through general tours and specialized presentations; prepare bibliographies and guides; perform computerized database searches, and provide consultative support for patrons using end-user computer systems (such as the OPAC and CD-ROM products, etc.). In addition, each Reference Librarian contributes to the development of a reference collection in the social sciences and the humanities through selection and weeding. The Department is composed of 11 librarians and 4 support staff; Reference Librarians report to the Head of the Department. Qualifications: ALA-accredited MLS; reference experience in an academic or large public library; knowledge of reference sources; effective oral and written communication skills; proven ability to establish and maintain effective working relationships; experience in user education; experience in online database searching, including use of end-user computer systems; undergraduate degree in the social sciences or humanities preferred; working knowledge of at least one

foreign language; interest in the innovative application of technology in reference work (expert systems, hypertext, etc.). Application Procedure: Send letter of application addressing all qualifications and including resume, and names and addresses of three references by November 10, 1989, to: Florence E. King, Personnel Librarian, **University of Georgia Libraries**, Athens, GA 30602. This position will be filled only if suitable applicants are found. An Equal Opportunity, Affirmative Action Institution.

REFERENCE LIBRARIAN. Washington and Lee University seeks an energetic, public-services oriented librarian to join its reference staff. Provides reference service to faculty and students, including night and weekend assignments; plans and coordinates the bibliographic instruction program; conducts database searches; supervises circulation staff; participates in collection development. Qualifications: ALA-accredited MLS and academic library reference experience, including online searching required; teaching experience highly desirable. Twelve-month faculty appointment, tenure-track with rank of Assistant Professor, salary competitive. Position reports to the University Librarian. Send letter of application, resume, and names of three references with phone numbers to: Barbara J. Brown, University Librarian, **Washington & Lee University**, Lexington, VA 24450. Equal Opportunity Employer. Applications received by October 20, 1989, will receive first consideration.

SERIALS CATALOGER. Catalogs serials (including new and retrospective titles); verifies bibliographic changes and original cataloging being entered into WLN database; assists in coordination of WLN serials cataloging and WSUL serials bibliographic holdings maintenance. Required: ALA-accredited MLS or its foreign equivalent; experience in the cataloging of serials; demonstrated knowledge of AACR2, LCSH, and other cataloging tools. Preferred: Experience in an academic or research library; expertise in use of MARC tagging and bibliographic utilities, preferably WLN; working knowledge of at least one foreign language; demonstrated verbal and written communication skills. Rank: Librarian 2; tenure-track status. Salary: \$20,028-\$25,944, commensurate with qualifications and experience. TIAA/CREF, broad insurance programs, 22 days vacation, 12 days/year sick leave. Send letter of application, resume and names of three references to: Donna L. McCool, Assistant Director for Administrative Services, Libraries, **Washington State University**, Pullman, WA 99164-5610. Application deadline is October 31, 1989. WSU is an EO/AA educator and employer. Protected group members are encouraged to apply.

SERIALS CATALOGER. Performs original and copy cataloging and recataloging on Northwestern's automated system, NOTIS, for all types of serials, in all physical formats, at all levels of difficulty, and in all languages, using the MARC format, AACR2, LC Rule Interpretations, DDC, and LCSH. Creates and revises authority records for names and series headings. Functions as liaison to Catalog Management Section of the Catalog Department and assists the Head of Serials Cataloging with problem solving and other difficult work of the Section. Qualifications: MLS from an accredited library school; working knowledge of two or more languages, preferably including French and German; ability to catalog unfamiliar languages using a dictionary. Experience with OCLC desirable. Serials cataloging experience in an automated system using the MARC serials and authorities formats preferred. Salary: \$21,000-\$25,000. Send letter of application and resume, including the names and addresses of three references, to: Ann Smith, Personnel Manager, **Northwestern University Library**, Evanston, IL 60208. Applications received by October 30, 1989, will be considered. EEO/AA Employer. Employment eligibility verification required upon hire.

SERIALS CATALOGER. (Search reopened). The University of Arizona Library is seeking a librarian to perform original subject and descriptive cataloging for serials, including Arizona state documents, in a number of language and subject areas using AACR2, Library of Congress subject headings, and LC classification as well as some local classification schemes. Women and ethnic minority candidates identified as underutilized in the Library Affirmative Action Plan will be preferred. Additional duties include problem resolution, recataloging and reclassification as necessary, and may include the supervision of support staff in copy cataloging. In addition to these primary job responsibilities, the job should be understood to include contributing to professional service and scholarship. The position reports to the Senior Serials

Catalog Librarian. Requirements include ALA-accredited MLS, good communication and interpersonal skills. Preferred qualifications include a working knowledge of a foreign language, experience with serials cataloging, AACR2, the MARC serials format, OCLC or a similar utility and some supervisory experience. The library seeks candidates who can demonstrate an understanding of the role of the academic research library and demonstrate leadership and management potential. The beginning professional salary is \$20,000 or higher depending upon qualifications and experience. Librarians at the University of Arizona have academic professional status, are eligible for continuing status, are voting members of the faculty, and may take up to 24 days professional leave per year. They have 22 days paid leave, 12 days sick leave and 10 holidays. Various health packages and retirement benefits, including TIAA/CREF are available. A letter of application, resume, and names of three references should be sent to: W. David Laird, University Librarian, **University of Arizona** Library, P.O. Box C, Tucson, AZ 85721. Applications must be postmarked by November 17, 1989. The University of Arizona is an Equal Employment Opportunity employer with an Affirmative Action plan. In compliance with the Immigration Reform and Control Act of 1986, all persons hired after November 1 will be required to show proof of their identity and right to work in the United States.

SYSTEMS LIBRARIAN/PROJECT DIRECTOR to manage and coordinate the planning, implementation and evaluation of an integrated online library system. Requires: MLS; broad-based knowledge of library operations; 2 years working experience with automated system in an academic library; experience with OCLC; demonstrated understanding of current and developing library technologies; excellent analytical, organizational, and communication skills. Appointment range: \$30,000-\$34,000; comprehensive benefits package. Send letter of application, resume, and names, addresses, and telephone numbers of three references by November 1, 1989, to: George M. Telatnik, Director, **Canisius College** Library, 2001 Main Street, Buffalo, NY 14208. An Equal Opportunity Employer.

UNIVERSITY LIBRARIAN, University of California, Los Angeles. UCLA invites applications and nominations for the position of

University Librarian, the chief administrator for its large research library system. The library system comprises the University Research Library, the College Library, the Biomedical Library, and 16 special libraries serving a campus population of 35,435 students, 4,783 faculty and academic staff, and 18,000 staff. Library collections include 6 million bound volumes, 5 million microforms, 23 million manuscripts, and 95,000 current serial titles. The library has an annual state-funded budget of \$26 million and a staff of 120 librarians, 250 professional and support persons, and 200 FTE student assistants. The University Librarian reports to the Vice Chancellor for Academic Administration and is responsible for: 1) administration, management, planning, and policy formulation for the Library's resources, programs, and services; 2) furthering the Library's use of new technologies; 3) working with campus constituencies; 4) fundraising and development; 5) participation and leadership at the local, regional, university-wide, and international levels on research library issues. The University Librarian is a member of the Academic Senate and works closely with the Graduate School of Library and Information Sciences. Among the desired qualifications for the position are: 1) a demonstrated ability to deal successfully with issues relating to budget, planning, personnel management, collection development, preservation, bibliographic control, public services, and automation in a large research library; 2) a record of achievement in the development and implementation of new technologies, such as computerized cataloging systems, and of innovative services in a complex environment for accessing national/international databases and information systems; 3) an ability to identify and capitalize on new resources, developments, and external sources of funds; 4) strong leadership and communication skills, and the ability to work effectively with university administrators, faculty, staff, students, and the public. Salary is commensurate with background and experience. To be ensured full consideration, nominations and applications, including a current professional resume containing the names and addresses of at least three referees, should be sent by October 31, 1989, to: University Librarian Search Committee, c/o Carlotta H. Mellon, Office of the Chancellor, **University of California**, 405 Hilgard Avenue, Los Angeles, CA 90024. UCLA is an Equal Opportunity, Affirmative Action Employer, and specifically encourages applications from women and minorities.

LATE JOB LISTINGS

ASSISTANT LIBRARIAN, SUNY College of Technology, Northern, New York. Responsibilities include Collection Development, management of serials, reference service, and participation in library instruction program. Share night and weekend work with other librarians. Requires master's from an ALA-accredited school and two years of post-MLS experience. Preferably working with collection development in a college/university library. Familiarity with OCLC and computer library applications preferable. Appointment to Senior Assistant Librarian possible according to experience. Salary \$21,600-\$25,100 per calendar year. Generous benefits. Send application and resume along with three names of professional references to: S. Farid-ul Haq, Chairperson, Library Search Committee, **SUNY College of Technology**, Canton, NY 13617. Review of applications begins October 1, 1989, but applications accepted until the position is filled. EO/AA Employer.

HEAD AUDIOVISUAL LIBRARIAN. West Virginia University seeks an Audiovisual Librarian to serve as Head of its Audiovisual Library. Under the direction of the Dean of Libraries, the Audiovisual Librarian is responsible for organizing and managing the functions and services of the AV Library. Supervises a support staff of 4 plus student assistants in all operations of the AV Library including: budget administration, collection development and maintenance of the collection database, cataloging, reference service, interlibrary loan, facilities planning, equipment planning and procurement, and AV equipment repair for the University. The AV Librarian provides instruction and orientation to academic departments, and leadership in coordinating the development of AV services with other library and

University departments. Requirements: ALA-accredited MLS; demonstrated administrative and supervisory ability; strong public and technical services skills including knowledge of AACR2, LC classification, and OCLC; experience with preparation and evaluation of educational media materials; familiarity with AV facilities planning and standards, and repair and maintenance of media materials and equipment. Effective oral, written, and interpersonal skills also required. Advanced knowledge in media production and utilization highly desirable. Must have 5 years experience in librarianship with at least 3 years in audiovisual librarianship. Salary and Benefits: Minimum of \$26,500. 12-month appointment. TIAA/CREF. 24-days annual leave. Non-tenure track faculty position. Rank: Associate University Librarian level or higher. Deadline for application: November 20, 1989. Send letter of application, resume, and names of 3 references to: Beth H. Boehm, Chair, Head of Audiovisual Library Search Committee, Health Sciences Library, **West Virginia University**, Morgantown, WV 26506. West Virginia University is an Affirmative Action, Equal Opportunity Employer.

HEAD, MONOGRAPHS ACQUISITIONS SECTION. Manage new section in recently reorganized division. Reporting to the Head, Acquisitions Department, this is a key position which supervises processing of approval and firm orders, analyzes monographic costs and trends, prepares monthly statistical and analytical reports, monitors and evaluates performance of vendors, works closely with Collection Development Division on monographic acquisitions issues, and participates in development of policies and procedures. This position provides a unique opportunity to participate in the upcoming implementation of an automated acquisitions system. Required: MLS from an ALA-accredited library school, at least 2 years recent acquisitions experience relevant to a major academic library, oral and written communication skills, commitment to research and publication. Preferred: monographic acquisitions experience, supervisory experience, experience with an automated acquisitions system, reading knowledge of a modern European language. Salary high \$20's to mid \$30's. Excellent benefits. As faculty, librarians must meet expectations for promotion and tenure. Iowa State University is an Equal Opportunity, Affirmative Action employer and encourages the applications of women and minorities. The Library offers an exceptional environment for career growth and challenge and the city of Ames provides a strong educational system and active cultural base. Submit letter, vita, and names, addresses, and telephone numbers of three references to: William K. Black, Assistant Director for Administrative Services and Personnel, 302 Parks Library, **Iowa State University**, Ames, IA 50011-2140. Applications received by November 1, 1989, will receive first priority.

HEAD LIBRARIAN, Bishop Museum, Honolulu, Hawaii. Bishop Museum invites applications for the position of Head Librarian. The Head Librarian has responsibility for all library services to the Museum community as well as the general public, including management of daily activities, long-term programmatic and operational planning and implementation, and implementation of goals and policies, management of facilities, collections, budgets, selection and implementation of a computerized library system, representation of the Library to constituencies within and without the Museum, and solicitation of external funding. The Head Librarian will also be deeply involved in planning for a new library facility. The Head Librarian reports to the Museum Director. Bishop Museum Library is a private, special library concentrating on the natural and cultural history of Hawaii and the Pacific. The Library serves a constituency that includes Museum staff and affiliated researchers as well as the general public. The collections include 90,000 volumes, 20,000 maps, 70,000 aerial photographs, more than 3,000 cubic feet of manuscripts and archives. The acquisitions program is quite active in the areas of archival and manuscript materials and natural history publications; also included

is a publications exchange program. The collections are particularly strong in the fields of anthropology, botany, entomology, Pacific history, culture, languages, and zoology. The staff includes 6 librarians and 2 support staff as well as a strong volunteer corps. The Library is a member of OCLC and has begun to automate some systems. Qualifications: MLS from ALA-accredited school (second master's in field related to Museum interests highly desired); minimum of 5 years experience in an academic or research library with at least 2 years of administrative experience. Strong commitment to public service; evidence of managerial skills, demonstrated interpersonal and communications skills; working knowledge of new computer technology applicable to libraries including familiarity with OCLC, commitment to innovative approaches to expand access to materials; effective oral and written communications skills. Familiarity with Hawaii and the Pacific desirable. Position is available December 1. Salary dependent on experience and qualifications; current cap is \$32,760. Send letter of application, current resume, and names, addresses, and telephone numbers of 3 references by October 30 to: Anita Manning, Chair, Search Committee, **Bishop Museum**, P.O. Box 19000-A, Honolulu, HI 96817-0916.

REFERENCE LIBRARIAN FOR FOREIGN AND INTERNATIONAL LAW.

The Harvard Law School Library seeks a skilled Librarian to join the five person International Legal Studies Reference staff in provision of services to faculty, students, and other scholars in a demanding research environment. The Reference Librarian will provide reference assistance in the use of the library's extensive collection of foreign, international, and comparative law resources, in print and electronic format; provide research advice and support to faculty, students, and staff; advise on the development and management of the foreign and international law collections; participate in legal research instruction. Reports to the Head of IRS Reference Services. Requirements: library science degree (MLS or foreign equivalent); good reading knowledge of two major foreign languages; two years law-related reference experience; ABA law degree or foreign equivalent degree preferred. Additional relevant experience may be substituted for one of the above degrees. Candidates should be able to demonstrate sound knowledge of foreign and international law resources; appropriate methodologies to handle complex reference problems; ability to foster strong working relationships with faculty, students, and other academic researchers; possess a sound service philosophy and excellent communication and interpersonal skills. Preference will be given to candidates with knowledge of the civil law system and experience in a large research library. Position available immediately. Appointment at Librarian I or II rank, dependent upon experience; hiring salary \$25,000-\$40,000. Generous benefits, including professional development support. Send letter, resume, and names of three references to: Harry S. Martin, Law Librarian, **Harvard Law School Library**, Cambridge, MA 02138. Review of applications will continue until position is filled. Harvard University is an equal opportunity, affirmative action employer; women and minorities encouraged to apply.

SCIENCE REFERENCE LIBRARIAN/COORDINATOR OF COMPUTER ASSISTED REFERENCE,

University of New Orleans. Duties: To provide reference services, perform online searching, and provide library user instruction in the sciences. Bibliographer for all branches of engineering and naval architecture. Coordinate computer-assisted reference services library-wide including training of searchers; maintenance of search aids and equipment; oversight of bookkeeping in conjunction with account clerk. Some evening or weekend reference duty. Qualifications: MLS from an ALA-accredited program; experience in reference, preferably in science disciplines; proficiency in online searching; ability to communicate effectively and work productively with diverse groups in an urban academic setting required. Academic coursework or degree in a science discipline,

previous experience in user education, reading knowledge of French or German preferred. Salary \$21,000 to \$23,000. Send letter of application and the names and addresses of three references to: Lynn M. Accardo, Assistant to the Dean, Earl K. Long Library, **University of New Orleans**, New Orleans, LA 70148. Applications must be postmarked by November 1. UNO, the comprehensive urban university of the Louisiana State University System, is an Equal Opportunity, Affirmative Action employer.

REFERENCE/COLLECTION DEVELOPMENT LIBRARIAN, Institute of Fine Arts Library. Subject specialist for the history of art and archaeology. Evaluates existing holdings and selects materials in support of the Institute curriculum. Provides reference assistance, bibliographic instruction, orientations, database searching, and publishes guides to services and resources. The Institute of Fine Arts is among the nation's finest research facilities for the study of the history of art and archaeology and the conservation and technology of works of art. It is located close to many of the major museums and art libraries in New York City. Requires: Accredited MLS; minimum of two years successful public service/collection development experience in an academic or museum library; degree in Art History; reading knowledge of French or German. Faculty status, tuition remission, TIAA/CREF or alternative pension program, five weeks annual vacation. Salary commensurate with experience and background. Minimum: \$27,000. To ensure consideration, send resume and letter of application, including the names, addresses, and telephone numbers of three references by October 31, 1989, to: Alice Deich, Personnel Representative, **New York University Libraries**, 70 Washington Square South, New York, NY 10012. New York University is an affirmative action institution.

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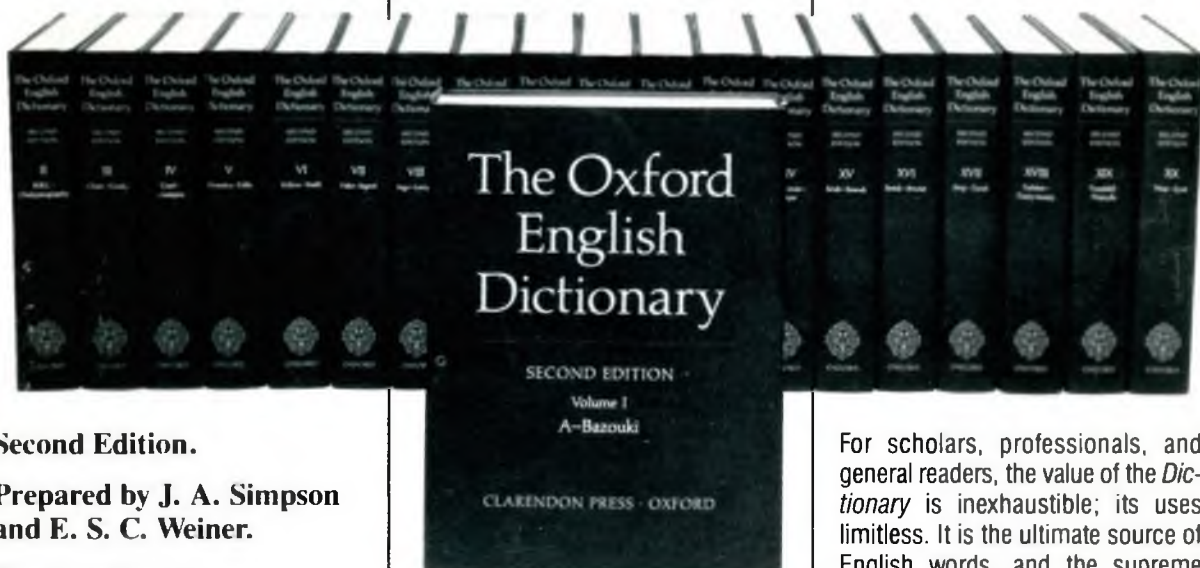
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