

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

Rates: Classified advertisements are \$9.75 per line for institutions that are ACRL members, \$11.85 for others. Late job notices are \$22.70 per line for institutions that are ACRL members, \$27.50 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$450 to \$840 based upon size. Please call for sizes and rates. Or see our Web site: <http://www.ala.org/acrl/advert2.html>.

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

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

Internet: C&RL News classified ads are accessible on the Web at <http://www.ala.org/acrl/c&rlnew2.html>. Ads will be placed approximately 2-3 weeks before the printed edition of C&RL News is published.

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

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

POSITIONS OPEN

ACADEMIC TECHNOLOGY LIBRARIAN AND ASSISTANT PROFESSOR. Luther College, Decorah, Iowa. Tenure-eligible position as Academic Technology Librarian and Assistant Professor beginning late August 2001. Master's degree from an ALA-accredited program required. Also Required: two years' experience in an academic or comparable setting; experience with instruction design and relevant computer technologies; strong interest in information architecture, information literacy, and improving teaching/learning through technology; effective oral/written communication and teaching skills; and ability to work independently and as a team member. Duties include assisting faculty in integrating new academic technology for teaching/learning, evaluating and recommending instructional information technology for use/purchase, promoting instructional design resources/services to faculty, assessing the impact of technology use in teaching/learning, providing library general reference service, participating as an active faculty member, and meeting all obligations for tenure/promotion. We seek a candidate who has an interest in undergraduate education in the context of a Lutheran liberal arts college. Women and members of ethnic minority groups are encouraged to apply. Review of applications begins March 1, 2001, and continues until the position is filled. Send letter of application, curriculum vitae, names, addresses, and e-mail addresses of three references, and official undergraduate and graduate school transcripts to: Jane Kemp, Chair, Search Committee, Preus Library, Luther College, Decorah, IA 52101. Telephone: (319) 387-1195; e-mail: kempjane@luther.edu. An equal opportunity employer.

ACCESS SERVICES LIBRARIAN. Manages main library circulation, interlibrary loan, document delivery, and reserves (electronic and traditional); participates in reference and instruction. Twelve-month faculty position, reporting to Dean of Library. Requirements: ALA-accredited M.L.S. Minimum one to three years in automated library circulation and/or interlibrary loan. Familiarity with ILL circulation and electronic reserves and ARIEL preferred. Significant supervisory experience; demonstrable knowledge of microcomputers; strong service orientation. Send résumé and three recent professional references by March 30, 2001, to: Carol Caetans, Employment Specialist, Roger Williams University, One Old Ferry Road, Bristol, RI 02809. Equal opportunity employer.

ASSISTANT ARCHIVIST. Autry Museum of Western Heritage seeks energetic, outgoing person for position in archives. Good opportunity for person interested in building a career in special collections and archives management. Researches and catalogs primary source materials on the American West, including manuscripts, personal papers, maps, photographs, and visual ephemera. Position will include training to use our online databases. M.S. or MA in American history or a related field. Archives training and some experience in a research library or archives required. Knowledge of EAD, USMARC coding, and AACR2 cataloging preferred. Anticipated starting salary in the mid \$30s. The Autry Museum is an active EOE. Please send letter of application and résumé to: Attn.: Human

Salary guide

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

Connecticut	\$34,172
Delaware	\$22,500**
Illinois	\$30,096*
Indiana	varies*
Iowa	\$23,911
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$31,362*
New Jersey	\$33,785
North Carolina	\$27,641**
Ohio	\$25,198**
Pennsylvania	\$28,120*
Rhode Island	\$29,800
South Carolina	varies*
South Dakota	\$22,000
Texas	\$28,000
Vermont	\$26,464
West Virginia	\$22,000
Wisconsin	\$32,240

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

**These recommendations apply only to public librarians.

Resources, Autry Museum of Western Heritage, 4700 Western Heritage Way, Los Angeles, CA 90027-1462. Interested applicants may contact the Research Center at: room@autry-museum.org for further information. Apply by March 5, 2001.

CATALOGER. Assistant Professor, Tenure Leading, General Information: The University of Nebraska-Lincoln is Nebraska's only land-grant University and its major comprehensive institution of higher education. A Carnegie Research I institution, the University offers 36 doctoral pro-

HEAD OF THE MUSIC LIBRARY AND LIBRARIAN FOR THE PERFORMING ARTS

Kent State University

Kent State University Libraries and Media Services invites applications for the position of Head of the Hugh A. Glauser Music Library and Librarian for the Performing Arts. The Library serves the School of Music, which offers degrees through the doctoral level. It is one of six branch libraries on campus, and the librarian reports to the Director of Library Information Services. The collection consists of approximately 65,000 books, scores, videos, and sound recordings on compact disc, LP, and cassette. More information on the Library is available at: <http://www.library.kent.edu/branches/music/>.

The successful candidate will manage the programs and daily operations of the Music Library and serve as liaison to the Schools of Music and of Theater and Dance. This includes setting a direction for the development of services, instructional outreach, and collection management that support the Libraries' strategic plan. Specific responsibilities include: provision of direct reference service; supervision, training, and evaluation of one FTE support staff and student employees; promotion of information literacy through formal and informal instruction; development of the collection in all formats; and creation and maintenance of a robust Web presence for the Library. The successful candidate will have knowledge of or interest in investigating the digital delivery of services such as electronic reserves or audio streaming where applicable.

The librarian in this position participates in the governance of the Libraries and serves on the Branch Librarians' Council, in addition to other various library and university committees.

ENVIRONMENT:

The Kent State University Libraries are a member of the Association of Research Libraries and the Center for Research Libraries and have a collection of over 2 million volumes. The Libraries are a founding member of OCLC and of OhioLINK (<http://www.ohiolink.edu>), the statewide information system. Innovative Interfaces is used for the integrated library system.

SALARY AND STATUS:

\$40,333.00. Faculty status, Assistant Professor rank. Tenure-track, 12-month faculty position.

BENEFITS:

Generous health benefits. Annual research leave. Support for professional development.

REQUIRED QUALIFICATIONS:

MLS from an ALA-accredited program; undergraduate or graduate degree in music; knowledge of the music literature and cataloging protocols; familiarity with a broad range of electronic resources, including OPACs, CD-ROMs, Internet, Web; strong public service orientation; effective interpersonal and communication skills; flexibility and initiative; ability and interest in fulfilling requirements of job performance, scholarship, and service to meet tenure and promotion requirements.

PREFERRED QUALIFICATIONS:

Supervisory experience; academic research library experience; advanced degree in relevant discipline; working knowledge of German, French, or Italian; collection development experience; experience with Web development.

APPLICATION PROCEDURE:

Send a letter of application addressing the required qualifications, résumé, and the names, addresses, and telephone numbers of three professional references to:

Mark W. Weber
Dean, Libraries and Media Services
Kent State University
P.O. Box 5190
Kent, OH 44242-0001
Fax: (330) 672-4811

DEADLINE: March 2, 2001.

Kent State University is an equal opportunity, affirmative action employer. Applications from members of protected classes are encouraged. Consult the Libraries and Media Services Web site for more information (<http://www.library.kent.edu>).



Associate Dean of Libraries

POSITION

Applicant should be a leader with knowledge of library administrative matters and will serve as deputy to the Dean of Libraries in overall management, planning, and decision-making. The library management team of the Dean and Associate Dean will offer broad leadership in academic and professional issues, with the introduction of new technology and organizational development to dedicated library faculty and staff. The salary range is \$48,000-\$64,000, with excellent benefits. For further information visit the library website at <http://www.lib.iup.edu>.

QUALIFICATIONS

Requirements include an ALA-accredited MLS degree, second master's or doctorate, and three years of increasingly responsible experience in a library. Applicants must also have a working knowledge of modern academic libraries, current trends in the profession, emerging technologies, and modern organizational management methods. Strong interpersonal, oral, and writing skills are desired. To become a finalist, applicants must communicate effectively and perform well in the interview(s).

HOW TO APPLY

For full position announcement see <http://www.iup.edu/humres/jobline> or contact the Office of Human Resources at (724) 357-2431. AA/EOE. IUP is a member of Pennsylvania's State System of Higher Education.

Indiana University of Pennsylvania

grams and 78 master's programs. The total 1999-2000 fall enrollment at the University was 22,142 students. A member of the Association of Research Libraries, the Libraries' system and services are extensive, including 2,250,000 volumes and 20,200 active periodicals and serials. The Libraries offer both in-house and remote access to a wide variety of electronic resources. The Innovative Research Information System (IRIS) currently includes the Libraries electronic catalog, general and specialized journal indexes, full-text electronic journals, and a host of Internet resources. Love Memorial Library is the largest library facility; in addition, there are agriculture, architecture, chemistry, engineering, geology, biological sciences, mathematics, music, and physics libraries. Responsibilities: This position reports to the Chair of the Cataloging Department and is responsible for: original and complex copy cataloging of print and nonprint materials in the humanities and social sciences, including procedures for OCLC Enhance, Upgrade, and Enrichment functions; creating series and name authority records for NACO and local system; acting as a resource person for cataloging assistants; participates in departmental and library-wide committees and task forces; completing special assignments as assigned; and participating in professional development activities. Qualifications: Required: MLS from an ALA-accredited program; major or advanced degree in Spanish or French language or equivalent knowledge of Spanish or French language and literature; experience using OCLC or

Education Reference/ Outreach Librarian

Manhattanville College is an independent, coeducational liberal arts college of approximately 1,400 students located 28 miles north of New York City in suburban Westchester County. We are currently seeking an Education/Outreach Librarian who will be responsible for creating and managing programs and services in support of the School of Education, developing the print, electronic, and Internet resources collections, and providing information management consultation in education. This position is also responsible for the development of the education resources center for teacher education; reference assistance (including some evening and weekend hours) to faculty, students and other patrons; participation in an active instruction program, including teaching undergraduate and graduate classes; and assisting with the planning of library services.

An equally important part of this position is the library's outreach program to the college and broader community, including the coordination and promotion of guest speakers and public events, exhibits, the library newsletter, and the annual book fair. The librarian will also participate in collection development and management of all formats in education and other assigned subject areas, based on strengths and experiences of the successful candidate, discipline-related instructional sessions, and communication with departments concerning library programmatic issues.

Required for this position are an MLS from an ALA-accredited school with at least two years' reference/instruction experience in an academic library and an academic background in education. Additionally, our ideal candidate must have a working knowledge of a variety of print, electronic, and Internet reference resources and of effective online search techniques; experience designing and creating print and Web-based instructional/informational materials; and excellent written, oral and interpersonal communication skills. The following qualifications are preferred: a second Master's degree, understanding of digital library technologies, issues, and trends; teaching experience; and the ability to manage multiple projects simultaneously.

Salary commensurate with experience. Please send a cover letter along with a resume to: **Director of Human Resources, Manhattanville College, 2900 Purchase St., Purchase, NY 10577. Fax (914) 323-5322. Email: humanresources@mville.edu.** Review of applications will begin immediately and continue until the position is filled.

We are an equal opportunity employer actively encouraging applications from candidates with diverse backgrounds.



similar cataloging utility; demonstrated knowledge of LC classification, LC subject headings, and AACR2; experience using automated library systems; current awareness of national trends and developments in cataloging; excellent analytical, organizational, communication, and time-management skills; ability to work flexibly and creatively in a rapidly changing environment; ability to interact positively and productively with library colleagues, students, faculty, and staff; and demonstrated potential for professional development and growth. Preferred: Professional or paraprofessional cataloging experience in an academic library, knowledge of other foreign languages; and familiarity with the Internet, PC software packages, mark-up languages, and cataloging electronic resources. Salary: \$33,000 for a 12-month appointment. Salary dependent upon the qualifications of the successful candidate. Starting Date: May 1, 2001. Appointment date is negotiable. Application Deadline: March 15, 2001. Applications postmarked after this date will not be considered. Candidates should submit a letter of application and current résumé, which explicitly address how their education, relevant experience, and other relevant qualifications meet the responsibilities and qualifications for this vacancy. The University and the Libraries have a strong commitment to achieving diversity among faculty and staff. We are particularly interested in receiving applications from members of underrepresented groups. Highly motivated librarians who are committed to library service by providing bibliographic description and access to

TWO POSITIONS AVAILABLE

California State University, Northridge

DEPARTMENT: Reference and Instructional Services.

EFFECTIVE DATE OF APPOINTMENT: June 1, 2001.

RANK: Senior Assistant Librarian (Two 12-month tenure-track positions).

SALARY: Minimum salary of \$46,488 and an excellent benefits package.

REQUIRED QUALIFICATIONS: ALA-accredited graduate degree (or equivalent degree); customer service orientation and enthusiasm for public service; excellent communication skills and the ability to interact effectively with faculty, staff, and students in a culturally diverse and rapidly evolving environment; demonstrated ability and experience in using Web-based and other electronic bibliographic resources, such as telnet and the Web; demonstrated capability and commitment to engage in research and continued professional development worthy of promotion and tenure as a faculty member; and the ability to work both independently and as a team member in a dynamic environment and on a variety of simultaneous projects.

Business/California Documents Librarian

PREFERRED QUALIFICATIONS: A degree, coursework, or experience in business or a related field or a degree or coursework in law; experience with state, local, or federal publications; experience in creating Web pages and/or using authoring and presentation software; experience in conducting library presentations and/or teaching, experience in OCLC cataloging, experience in collection development, and knowledge of national and international metadata schemes.

RESPONSIBILITIES: The California State University, Northridge, Library seeks an energetic, enthusiastic, and technologically knowledgeable librarian to be in charge of the Library's California state publications collection, select materials for the Library's Law collection, and share with the Business Librarian responsibilities involved in serving faculty and students in the College of Business Administration and Economics. The Business/California Documents Librarian will provide general reference service to faculty, students, and community users; serve as the reference and instructional services specialist for California publications and law, including collection management responsibilities for those areas; under the direction of the Business Librarian, assist in both providing course specific instruction to the College of Business Administration and Economics and selecting print and electronic business sources; may include cataloging of electronic business sources and Web sites; and assist in developing print and technology-based instructional materials. Includes some evening and weekend hours.

(continued on next page)

library materials and who have strong interpersonal, bibliographic, and technical skills are urged to apply. The candidate should also submit the names, current addresses, and current telephone numbers of three references who are knowledgeable about the candidate's qualifications for this vacancy to: Larry L. Kahle, Associate Dean, 318 Love Library, University of Nebraska-Lincoln, P.O. Box 880410, Lincoln, NE 68588-0410. For more information about the UNL Libraries, visit our homepage at: <http://iris.unl.edu>. The University of Nebraska is committed to a pluralistic campus community through affirmative action and equal opportunity and is responsive to the needs of dual career couples. We assure reasonable accommodation under the Americans with Disabilities Act; contact Larry Kahle at (402) 472-2526 for assistance.

CHAIR, RESOURCE SERVICES. Associate University Librarian or University Librarian. The Chair of the Resource Services Department is responsible for the coordination, planning and administration of the procurement and cataloging operations. The Chair directs the work of three Associate Department Chairs, each responsible for the following operations: acquisitions/serials, central bibliographic services, and contributed cataloging. Responsible for management of budgeted resources necessary to accomplish these operations and for coordination, ongoing development of a staff committed to continual improvements, integrated acquisitions and access to digital resources, and migration to a new Library Management system. Minimum Qualifications: Master's degree in library science from an ALA-accredited program; minimum five years' professional experience in an academic or research library, two of which must have been in administration or management of a cataloging, acquisitions, serials, or database management effort. Preferred: Strong scholarship and service credentials commensurate with qualifications for full university librarian. Experience in organization of electronic resources and use of non-MARC metadata schemes. Foreign language skills. The University of Florida is the state's oldest, largest, and most picturesque campus, centrally located from two coastal beachfronts and only a short drive away from major attractions. The University of Florida is a member of the

Association of American Universities and offers the Ph.D. in 86 fields and master's degrees in 105 fields. The George A. Smathers Libraries are members of the Research Libraries Group, SOLINET, and the Center for Research Libraries. For more information on the Libraries, visit our Web page at: <http://www.utlib.utl.edu>. UF offers a generous benefit package including 22 vacation days, nine paid holidays, and 13 sick days annually, insurance, retirement options, tuition fee waiver, and no state or local income tax. Salary: \$50,000-60,000 minimum, depending on rank. Please send letter of application, résumé, and three letters of reference, including addresses and phone numbers, to: Library Personnel Officer, University of Florida, 370 Library West, P.O. Box 117001, Gainesville, FL 32611. Equal opportunity, affirmative action employer. Deadline: February 28, 2001.

CHAIR, SPECIAL AND AREA STUDIES COLLECTIONS. Responsible for development, administration, space management, supervision, and personnel management of special and area studies collections. Serve as Secretary and Treasurer of Howe Society. Pursue development opportunities in public and private sectors. Work with colleagues to assess strengths and weaknesses in collections, determine priorities, establish policy, and develop departmental service plans. Develop, manage, and provide public services for a specific special collection. Spokesperson, liaison to Library and University administration, professional and scholarly organizations, faculty, staff, students, and general public in advancing status of collections. Pursue scholarly research and writing in areas of specialization. Qualifications: Advanced degree in history, American literature, or related discipline and MLS/MLIS from ALA-accredited program or equivalent experience, a minimum of six years' progressively responsible experience in managing special collections, supervisory experience. Prefer: Ph.D. in discipline related to special and area studies collections; experience working with special and/or archival collections in academic environment. The University of Florida is the state's oldest, largest, and most picturesque campus, centrally located between two coastal beachfronts and a short drive away from major attractions. For more information on the

Social Sciences/Distance Education Librarian

PREFERRED QUALIFICATIONS: A degree or coursework, in the social sciences; experience with the provision of document delivery or distance education programs; experience in creating Web pages and/or using authoring and presentation software; experience in conducting library presentations and/or teaching; and experience with collection development.

RESPONSIBILITIES: The California State University, Northridge, Library seeks an energetic, enthusiastic, and technologically knowledgeable librarian to serve as the Library's specialist in planning, coordinating, evaluating, and managing the Library's developing service programs related to document delivery and distance education. Dependent upon qualifications, the Social Sciences/Distance Education Librarian may serve as the Library's specialist in one or more appropriate social science or related disciplines. The Social Sciences/Distance Education Librarian will provide general reference service to faculty, students, and community users; select materials for appropriate disciplines, participate in providing course specific library instruction, and assist in developing print and technology-based instructional materials. Includes some evening and weekend hours.

APPLICATION DEADLINE: Screening to begin February 15, 2001, but preference will be given to applications received by **March 9, 2001**.

Send résumé with names, addresses, and telephone numbers of three professional references to:

Michael Barrett
University Library, California State University, Northridge
18111 Nordhoff Street
Northridge, CA 91330-8327
email: michael.barrett@csun.edu

GENERAL INFORMATION: California State University, Northridge, is one of the largest campuses of the California State University System. Located in the San Fernando Valley, 25 miles northwest of downtown Los Angeles, it is the only public university in this metropolitan suburb of 1.2 million people. The student body of approximately 29,000 reflects the ethnic and cultural diversity of the region. CSU Northridge is a comprehensive University offering undergraduate and graduate degrees in over 50 fields as well as credentials in the field of education. The University is committed to creating a community in which individuals from different backgrounds can live, learn, and work together.

An equal opportunity, Title IX, Section 503 and 504 employer.

Libraries, visit our Web site at: <http://www.uflib.ufl.edu>. UF offers a generous benefit package including, 22 vacation days, nine paid holidays and 13 sick days annually, insurance, retirement options, tuition fee waiver, and no state or local income tax. Salary: \$50,000-\$60,000. Send letter of application, résumé, and three letters of reference, including addresses and phone numbers, to: Library Personnel Officer, **University of Florida**, 370 Library West, P.O. Box 117001, Gainesville, FL 32611. Equal opportunity, affirmative action employer. Deadline: February 28, 2001.

COORDINATOR FOR BIBLIOGRAPHIC CONTROL AND ELECTRONIC RESOURCES. Twelve-month tenure-track position with responsibilities that include providing personnel organization, supervision, evaluation, training and professional development for the department, which consists of faculty and support staff. Required qualifications include an ALA-accredited MLS; at least three years of increasing cataloging and management responsibility in an academic or research library; experience using AACR2 and MARC formats and online authority control; demonstrated experience in organizing electronic and digital resources; experience with organizing networked resources; experience and knowledge of automation systems; evidence of excellent communication and interpersonal skills; excellent leadership and collaboration skills; demonstrated successful experience supervising librarians and support staff; a demonstrated commitment to innovative approaches for improving operations and services of research libraries; and the ability to meet tenure and promotion criteria. Desired: Experience with INNOPAC, OCLC, project management, and intralibrary collaboration. For more information, please see our Web site at: <http://lib.colostate.edu>. To Apply: Send a letter of application addressing your qualifications as they pertain to the position, résumé, and names, office and e-mail addresses, and phone numbers of at least three references to: Teri R. Switzer, Interim Assistant Dean for Administrative Services, **Colorado State University Libraries**, Fort Collins, CO 80523-1019; fax: (970) 491-1195; e-mail: teri.switzer@colostate.edu. Application materials must be received by February 19, 2001, for full consideration. Colorado State University is a nondiscriminatory, affirmative action employer.

COORDINATOR, INFORMATION TECHNOLOGY DEVELOPMENT. The University of Manitoba Libraries invites applications for the position of Coordinator, Information Technology Development. Reporting to the Associate Director, Information Services and Systems, the incumbent is responsible for the Libraries' strategic planning for new technology initiatives; introducing innovative applications that enhance and expand service to students, faculty, and researchers and increase staff productivity; taking responsibility for developing the Libraries' Web-based services, digital imaging, and database development projects; taking the lead role for the Libraries in the University's Teaching and Learning with Technology initiative; continually reviewing new technologies including technological advances and emerging practices in digital imaging for preservation and access; representing the Libraries, at a senior level, in appropriate University groups and committees and on regional and national cooperative initiatives; and developing training and instruction programs to assist staff in promoting electronic information services and for supervising the work of the Web Developer and the Imaging Specialist. Qualifications: A degree from an ALA-accredited program with an MLS/MLIS or equivalent in experience and education. Undergraduate degree in computer science preferred. Three to five years of relevant experience in an academic library preferred. Experience in designing and developing Web-based services. Experience developing instruction and/or training programs using Internet or multimedia authoring tools. Knowledge of applications of current and emerging technologies in time- and location-independent learning. In-depth knowledge of technology as applied in the provision of information resources/services. Understanding of current digital library issues. Must be able to lead and work with technical staff, work effectively on teams, and handle multiple IT projects simultaneously in a rapidly changing technological environment. Demonstrated project management/leadership skills and teaching ability. Demonstrated high level of creativity, motivation, initiative, and responsibility. Demonstrated good oral and written communication skills and effective interpersonal relations. This position is at the Assistant Librarian rank and carries an administrative stipend of \$5,195.00. The

DOCUMENT DELIVERY/REFERENCE LIBRARIAN



FURMAN

Furman University is seeking an energetic, service-oriented document delivery/reference librarian to coordinate the planning, supervision, and evaluation of Document Delivery/ILL Department services. This individual will participate fully in the activities of the Reference Department, including reference service and library instruction. Furman University is one of the nation's top-ranked liberal arts colleges. Construction on a \$25 million expansion and renovation of the James B. Duke Library will begin in 2002. Furman's 750-acre campus is considered one of the most beautiful in the nation. The campus is located 15 minutes from downtown Greenville, with its excellent array of restaurants and cultural events. A complete job description is available at: <http://library.furman.edu/staff/positions.htm>.

REQUIREMENTS:

ALA-accredited MLS; familiarity with library information technology and Web authoring; strong written communication, interpersonal, and organizational skills. Two years of academic library experience including interlibrary loan and reference required. Supervisory experience preferred.

SALARY AND BENEFITS:

Librarians have faculty status, 20 days' vacation, and an excellent benefits package. For salary and benefits information, contact the University Personnel Office at: (864) 294-2217.

APPLICATIONS:

Review of applications will begin **March 1, 2001**. Submit letter of application, résumé, transcripts (copy acceptable initially), names, addresses, phone numbers of three references to:

John K. Payne
Associate Library Director
Furman University
3300 Poinsett Highway
Greenville, SC 29613

AA/EOE/ADA

start date is June 1, 2001. This position has a two-year probationary period. Librarians enjoy academic status and are appointed to one of four ranks: General, Assistant, Associate, and Librarian, with possibility of promotion. Submit application, including résumé, salary expectations, and the names of three references, by March 15, 2001, to: Carolynne Presser, Director of Libraries, The University of Manitoba Libraries, Winnipeg, MB R3T 2N2. The University of Manitoba encourages applications from qualified women and men, including members of visible minorities, Aboriginal people, and persons with disabilities. Priority considerations will be given to Canadian citizens and permanent residents.

DATABASE MANAGEMENT LIBRARIAN. Technical Services unit seeks experienced cataloger and database manager to develop, implement, and monitor Voyager management policy and to perform original and complex copy cataloging of monographs, monographic sets, archival materials, monographic electronic resources, and monographs in other forms for the main and branch campuses. This librarian will also classify monographic materials for all subject areas and establish standards and procedures for monographs; develop, implement, and monitor quality of online catalog database; monitor vendor performance for authority control; provide supervision and support for cataloging of juvenile materials and textbooks; serve as liaison and resource person for paraprofessional cataloging staff; serve as liaison with selected academic departments. Other responsibilities will include working with catalogers of nonbook and serial materials; participating in formulation of cataloging standards and classification policies; coordinating operations with systems manager; assisting with catalog maintenance, quality control, and problem solving; conducting research that will enhance library operations; submitting articles to professional journals; creating and publishing Web-based publications to support faculty and student research and learning; advis-

ing staff of local, state, and national cataloging and classification policies and procedures; and maintaining good working relationships with all library departments. Must fulfill terms of collective bargaining agreement. Required: ALA-accredited MLS; minimum three years' experience in bibliographic control and online catalog database management; professional monographic cataloging experience including substantial original cataloging; solid working knowledge of AACR II, LSCH, LC classification, US MARC formats, OCLC, and authority control procedures; demonstrable experience with automated integrated library systems and database management; evidence of excellent communications and interpersonal skills; strong analytical, organizational, and computer skills; demonstrable experience in planning and budgeting; and supervisory experience. Preferred: Additional graduate degree highly desirable, especially in information technology; experience working in an academic library; experience with the Voyager library system; participation in state and national professional organizations; familiarity with evolving metadata standards (Dublin Core, TEI, etc.); familiarity with mark-up languages (HTML, SGML, XML, etc.); and familiarity with Access and Z39.50. Nine-month, full-time, tenure-track position, starting August 27, 2001, at rank of Instructor or Assistant Professor depending on qualifications. Minimum starting salary: \$34,342. Opportunity for additional work during summer sessions possible depending upon budget constraints. Reports to Library Department Chairman and Dean of Libraries. Send letter of application, résumé, and three letters of reference to: Shirley M. Johnson, Library Department Search Committee, Carlson Library, Clarion University of Pennsylvania, Clarion, PA 16214. Transcripts need not be submitted in advance but will be required of all finalists. Successful completion of interview required. Position will remain open until filled, with priority given to applications received by March 5, 2001. Clarion University is building a diverse academic community and encourages people of color, women, veterans, and persons with disabilities to apply. Affirmative action, equal opportunity employer.

DIRECTOR OF INFORMATION SYSTEMS

Center for Research Libraries

The Director of Information Systems is responsible for all aspects of planning, development, implementation, and maintenance of information systems and services for the Center for Research Libraries, a not for profit corporation serving the research universities and libraries of North America, located adjacent to the University of Chicago. Responsibilities include maintaining the LAN, Internet/Web access, and maintenance and support of the Center's Web site and the Innovative Interfaces integrated library system and all staff and public computers. The director will provide leadership in identifying, evaluating, selecting, and implementing appropriate new information technologies. Working closely with project managers, the Director will support existing and assist in the development of new digital projects. In consultation with the President, the Director will develop and implement computing infrastructure planning to meet current computing needs as well as strategically position the Center to meet its future technological goals and needs.

QUALIFICATIONS:

Degree from a program accredited by the American Library Association or a degree in computer science or related field; record of progressively responsible experience in the application of information technology; ability to manage and provide leadership in a rapidly changing information environment; excellent interpersonal skills and the ability to work in a service-oriented agency with a diverse population of users and staff; demonstrated understanding of systems analysis and planning, including Internet and Web applications; evidence of working knowledge of computer hardware, software, and networking; and knowledge of NT and Linux systems.

SALARY:

Commensurate with qualifications and experience. The Center offers an excellent benefits package.

TO APPLY:

E-mail your résumé to: Human Resources Department, hr@crmail.uchicago.edu; or fax: (773) 955-4339; or mail to:

**Human Resources Department
Center for Research Libraries
6050 S. Kenwood
Chicago, IL 60637**

No telephone calls.

CRL is an equal employment opportunity employer.

DIRECTOR OF LIBRARY. King College seeks a director of the library with an emphasis on library service and information technology with an awareness of key issues in the administration of a small academic library. The successful candidate must possess good interpersonal communication and supervision skills. An MLS or equivalent from an ALA-accredited institution is required and a minimum of three years of professional experience or equivalent is expected. King College is a Christian liberal arts college affiliated with the Presbyterian Church/USA. Position to begin summer 2001. Review of applications will begin in February 2001 and will continue until position is filled. Please submit letters of application with statement of Christian faith and your understanding of library and information services to: Timothy E. Fulop, Dean of the Faculty, **King College**, 1350 King College Road, Bristol, TN 37620. See www.king.edu/library for additional information. Equal opportunity employer.

DIRECTOR OF LIBRARY. The New York State Historical Association seeks a Library Director to provide overall administration and management of its 85,000-volume Research Library specializing in American and New York State history. The library, which is staffed by five full-time employees, primarily serves museum staff, graduate students, and Association members. The Association's Library, Fenimore Art Museum, and The Farmers' Museum are located just outside the historic village of Cooperstown, situated on the shores of Otsego Lake in beautiful upstate New York. Duties include development and implementation of all library policies and procedures; development and oversight of library budget and financial administration; management of all library personnel; care and maintenance of the library's collection, including acquisitions, preservation, and cataloging; design and delivery of all library services, public programs, and educational endeavors; and selection and implementation of appropriate library technologies. The Director represents the library, serving as an institutional advocate in professional associations and participates in long-term

planning; oversees planning and implementation of capital improvements; and assists in fundraising efforts. Qualifications include ALA-accredited MLS degree, undergraduate degree preferred in history or related topic; minimum of five years' professional experience in increasingly responsible positions preferably in a research or professional library environment; evidence of successful experience in library management and personnel supervision; strong interpersonal and communications skills; and knowledge of and experience with contemporary library technologies. This position offers a competitive salary and excellent benefits package. Send résumé, references, and cover letter by February 28, 2001, to: Human Resources Manager, **New York State Historical Association**, P.O. Box 800, Cooperstown, NY 13326.

DIRECTOR, LIBRARY SERVICES. The National Hispanic University is conducting a search for a Library Services Director. (For information about NHU, please see: <http://nhu.edu/>.) The successful candidate will have an MLS from an ALA-accredited institution and five years of progressively responsible experience in academic libraries. Experience in a wide range of library functions, as well as knowledge of information technology and fluency in Spanish, are a plus. A more complete advertisement is available at: <http://nhu.edu/library/position.html>. Send a letter addressing the qualifications listed in the complete ad, a résumé, and contact information (including e-mail addresses) of five references to: Josephine Hawkins, Vice Provost for Academic Affairs, **The National Hispanic University**, 14271 Story Road, San Jose, CA 95127. Additional contact information: telephone: (408) 273-2690; fax: (408) 254-2369; e-mail: JSHawkins@nhu.edu.

ELECTRONIC RESOURCES/SERIALS LIBRARIAN. Loyola University Chicago seeks a creative and energetic person to provide leadership in the acquisition and cataloging of electronic resources and in cataloging

THREE POSITIONS AVAILABLE

George Mason University

The University Libraries of George Mason University seeks to fill the following three (3) librarian positions:

Head, Collection Development

Provides leadership for all activities associated with the collection development and evaluation activities of a large university library system. Working closely with and reporting to the AUL for Resources and Collection Management Services (RCMS), the successful candidate will be responsible for collection development operations for four libraries across three campuses. The incumbent directly supervises 2.5 FTE.

DUTIES INCLUDE:

Coordination of the collection evaluation and development responsibilities of 20+ selectors and is chair of the system-wide collection development group; works closely with other library managers to help ensure excellent collections-related services for patrons; helps prepare proposals for the research materials budget (currently \$4.2 million); recommends fund allocations and closely monitors budget execution; manages the electronic resources licensing operations; actively engage two consortia: VIVA (The Virtual Library of Virginia) and WRLC (Washington Research Library Consortium); prepare detailed reports and analyses, obtain collections data, and oversee maintenance of collection development electronic data archive; manage multiple approval plans and may have subject liaison responsibilities, depending on interest and expertise.

QUALIFICATIONS:

REQUIRED: ALA-accredited MLS or ALA-recognized foreign equivalent; significant professional collection development experience in an academic library; in-depth knowledge of academic publishing: print and electronic; experience with large-scale or in-depth collection evaluation projects (RLG Conspectus a plus); demonstrated ability to coordinate peer responsibilities in a non-supervisory environment; excellent leadership and communication skills.

PREFERRED: Excellent IT skills: Excel and Access; budgetary expertise; demonstrated supervisory experience; electronic resources management experience, especially with licensing; an advanced degree in an academic discipline.

APPOINTMENT: 12-month Professional faculty appointment. Salary competitive, commensurate with experience, from a minimum of \$40,000.

Instruction Coordinator (Search Re-opened)

Newly created position will develop and oversee a comprehensive information literacy program. The Coordinator will lead a planning process focused on infusing information literacy across the curriculum, working with library colleagues, faculty, and administrators. The Coordinator will be responsible for planning an instruction program transcending traditional library instruction, in collaboration with the university's technology-across-the-curriculum initiative, the writing-across-the-curriculum program, and the general education program.

Specific responsibilities include development and oversight of Web-based tutorials, course-related modules, one-on-one instruction initiatives, outreach to the campus on information literacy, and support of library staff involved in the instruction program. The Coordinator will have opportunities to collaborate with other campus units in developing the program, including the University's computing services, the Division of Instructional Improvement and Instructional Technologies, and the planned Teaching and Learning Center. The position reports to the Associate University Librarian for Public Services.

(continued on next page)

and database maintenance of print and microform serial publications. Reports to the Head of the newly formed Acquisitions and Serials Management Department. Responsibilities: Coordinate the acquisition and cataloging of electronic resources, maintain business relationships with vendors of electronic resources, assist in reviewing and managing license information for electronic resources, monitor the collection budget for electronic resources, and serve on the committee that makes decisions on electronic resources; perform original cataloging for print, microform, and electronic serial publications; supervise the serials cataloging unit, which includes two full-time staff members plus two part-time student assistants responsible for copy cataloging and database maintenance of print, microform, and electronic serial publications; serve as the liaison with other library departments for serials/series-related issues; provide leadership in developing policies, procedures, and training information for cataloging of print, microform, and electronic serials; work in collaboration with Information Services departments to organize and represent electronic resources

in library databases and Web pages; monitor trends and maintain currency in emerging issues in electronic resources cataloging, serials cataloging, and metadata, and evaluate and recommend new ways of organizing electronic resources; serve as the assistant head of the Acquisitions and Serials Management Department and play a major role in the overall management of the department. Required Qualifications: ALA-accredited MLS; three years of relevant library experience in serials cataloging and/or electronic resources; knowledge of AACR2r, LCRI, MARC, LCSH, and LCCN; recent experience with integrated library systems (preferably Voyager) and bibliographic utilities; supervisory/managerial experience; strong organizational skills; evidence of flexibility and effective problem-solving skills; excellent communication and interpersonal skills; strong computer skills in PC applications and the Internet. Preferred: Reading knowledge of one or more Western European languages; knowledge of established and emerging metadata standards (TEI, EAD, Dublin Core, etc.). The Loyola Library system has over 1.7 million volumes in seven

(continued from previous page)

QUALIFICATIONS:

REQUIRED: ALA-accredited MLS or foreign equivalent; at least two year's professional experience in an academic library; demonstrated teaching ability; knowledge of information literacy concepts and issues; experience with instructional software; and demonstrated leadership ability.

PREFERRED: A second master's degree in a relevant subject field such as Education or Liberal Arts; and experience with at least one of the following: instructional design; Web-based education; assessment; or program planning.

APPOINTMENT: 12-month professional faculty appointment. Salary competitive, commensurate with experience, from a minimum of \$38,000.

**Social Sciences Reference & Instruction Liaison Librarian
Prince William Campus Library (PWL)**

Provides general reference service (including evening and weekend rotation); provides individual and group instruction; develops instructional tools; designs Web-based information resources; assists patrons in use of electronic resources; develops collections; provides liaison services to the areas of Education; Health, Fitness, and Recreation Resources; administration of Justice and Criminal Justice; and Public Policy and Business; serves as the User Instruction Services Coordinator; and represents the University Library on committees, task forces, projects, etc. within the University Libraries, the Prince William Campus, the University, and, as appropriate, the community. Position reports to Head, Prince William Campus Library. At least one day per week may be required at other campus library sites.

QUALIFICATIONS:

REQUIRED: ALA-accredited MLS. Reference and instruction experience. Experience working with electronic information resources in a networked environment. Excellent communication and interpersonal skills and ability to meet requirements for reappointment and promotion. (<http://www.gmu.edu/facstaff/libhandbook.html>)

PREFERRED: Collection development experience. Experience designing and maintaining instructional material and Web pages. Undergraduate subject degree, second master's, or demonstrated knowledge in the social sciences. Report writing and electronic information management experience. Experience working in a corporate or special library a plus.

APPOINTMENT: 12-month professional faculty appointment. Salary competitive, commensurate with experience, from a minimum of \$35,000.

EXCELLENT BENEFITS: Health plan options and paid life insurance; several retirement plans, including TIAA-CREF; 24 vacation days and 11 paid holidays; tuition waiver for self.

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

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

Review of applications will begin **March 15, 2001.**

AA/EEO employer; minorities are encouraged to apply.

libraries and an FY01 collection budget of over 4 million. In FY00 the libraries spent over \$600,000 on electronic resources. Salary from \$36,000, depending on qualifications and experience. Libraries have limited faculty status, earn 20 vacation days, and have a standard package of fringe benefits, including university contributions to TIAA-CREF, full tuition benefits, and standard medical/dental plans. Qualified applicants should send a letter of application, résumé, and the names, addresses, and phone numbers of three references to: Edward A. Warro, Dean of Libraries, Cudahy Library, Loyola University Chicago, 6525 N. Sheridan Road, Chicago, IL 60626. Review of applications will begin on February 15, 2001, and applications will be accepted until the position is filled. Loyola University Chicago is an affirmative action, equal opportunity educator/employer.

ELECTRONIC SELECTION LIBRARIAN. Kresge e-Library at the University of Michigan Business School seeks a dynamic, forward-thinking individual with strong technical skills to strengthen the e-Library's collec-

tion development program. The University of Michigan Business School is located in Ann Arbor on the Central Campus of the University. Consistently rated in the top ten among U.S. schools offering MBA programs, the Business School is committed to innovation and the use of advanced technologies. The Kresge e-Library provides a wide array of print and electronic resources and thus is an integral part of the information technology infrastructure of the school. For more information, visit the e-Library's Web site at: <http://lib.bus.umich.edu>. Responsibilities: Work in close cooperation with appropriate personnel in all e-Library departments and Relationship Management Units to establish collection priorities; lead and coordinate the selection, evaluation, decision making, and implementation of access to all electronic and print resources in all business subject areas in which the Business School conducts teaching and research; negotiate pricing and licensing agreements and act as the primary contact in that area for the e-Library; manage the electronic and print resources budget in consultation with the e-Library Director; work with vendors, catalogers,



**INTERESTED IN CREATING A LIBRARY
 THAT SETS A MODEL FOR THE NEXT CENTURY?**

San Jose State University is a metropolitan university located in San Jose California—capital of the world famous Silicon Valley. A thriving, innovative and multicultural area, San Jose is recognized for its high quality of life in terms of climate, environment and cultural opportunities. With the San Jose Public Library, plans are currently underway to build a shared state-of-the-art facility, which will open in 2003. Serving as Silicon Valley's 21st Century Information Hub, the new library will facilitate students becoming lifelong learners and will meet their lifelong information needs.

If you are energized by leading edge opportunities and excited about forging models and paradigms for libraries in the new millennium, Dr. Patricia Senn Breivik, Dean of the University Library, invites you to visit our web site at www.library.sjsu.edu/employment/ for full position descriptions and application information on all current library recruitments. You may contact us at 408-924-2788 or lib-pers@email.sjsu.edu.

SJSU Library is currently recruiting to fill one, possibly more, general reference librarian position(s) with subject responsibility based upon experience and interests.

This is a faculty appointment (LIB 01-067), requiring an ALA accredited MLS or its equivalent. Starting salary depends upon qualifications and experience. Annual salary range: \$46,488 - \$87,648. Review of applications begins March 1, 2001. Applications will be accepted until the position(s) is filled.

SJSU is an Equal Opportunity/Affirmative Action employer.
 Reasonable accommodations are available for applicants with disabilities.



HARVARD
 COLLEGE
 LIBRARY

**INSTRUCTIONAL SERVICES LIBRARIAN
 HARVARD COLLEGE LIBRARY**

Reporting to the Head of Instructional Services for Harvard College Library this position participates extensively in the instructional services program, developing and teaching course specific library classes. Responsibilities include managing activities of end-user electronic instructional facility, including troubleshooting of equipment and orientation to room; developing library instructional materials (including guides, bibliographies and Webliographies, Web-based tutorials); and acting as resource for library instruction. Participating in the in-service programs to prepare library colleagues in use of practices and technologies for library instruction as well as acting as library liaison to Instructional Computing Group. Serves public desks and/or provides remote research assistance.

Preferred candidates will have a Master's degree from an ALA accredited program, professional academic library experience, and experience in teaching in electronic library classroom required. Knowledge of digital resources and relevant technology needed, with basic abilities for troubleshooting PC desktop problems. Outstanding interpersonal skills and demonstrated excellent oral and written communication skills required, enthusiasm for library public services and library teaching. Must have expertise in use of library resources, including print and electronic tools. Ability to work effectively in team environment and cooperate with students, faculty, and colleagues. Familiarity with Dreamweaver and educational background in the humanities desired.

Harvard University offers a competitive program of benefits. Appointment salary is dependent on qualifications and experience. The review of applications will begin immediately and continue until the position is filled. Interested parties are invited to submit a letter of application addressing position qualifications with a resume and with the names, addresses, telephone and fax numbers of 3 references to: **Resume Processing Center, Harvard University, Requisition #8285, 11 Holyoke Street, Cambridge, MA 02138. Or apply on-line to www.hr.harvard.edu/employment/jobs.html.**

HARVARD UNIVERSITY UPHOLDS A COMMITMENT TO AFFIRMATIVE ACTION AND EQUAL EMPLOYMENT OPPORTUNITY.



HARVARD UNIVERSITY



INFORMATION SERVICES LIBRARIAN

Oakland University

The Oakland University Library seeks an energetic and enthusiastic individual to provide general reference and instruction services as well as collection development to support the academic programs of the university.

PRIMARY RESPONSIBILITIES:

Work closely with faculty and students to expand the use of information resources through in-depth consultation and effective instruction and reference services; assist with collection development activities and serve as liaison to selected academic units; assist with the development and integration of Web-based resources for collection development, library instruction, and reference services; fulfill scholarship and service requirements for promotion and tenure. Additional responsibilities will be based upon the library's needs and the successful candidate's qualifications and interests.

REQUIRED QUALIFICATIONS:

- ALA-accredited MLS degree; and the following as evidenced by coursework, previous work experience, professional development, or extracurricular activities:
- Demonstrated knowledge of a wide range of print and electronic information resources.
- Strong interest in teaching and the development of library collections both print and electronic.
- Ability to plan, initiate, and implement effective programs, projects, or services.
- Effective oral, written, and interpersonal communication skills.
- Ability to work independently and as part of a team, and to work with diverse faculty, staff, and students.
- Potential to meet library's requirements for promotion and tenure.

DESIRED QUALIFICATIONS:

- Previous teaching, reference, and/or collection development experience.
- Experience with HTML, multimedia, and instructional technologies.
- Scholarly publications; participation in professional organizations.

RANK, SALARY, BENEFITS:

Tenure-track, eight-month academic year, bargaining-unit faculty appointment. Tenure dependent upon job performance, scholarship, and service. Professorial rank and salary determined by credentials and experience, with a minimum salary of \$34,000. Excellent fringe benefits program including TIAA-CREF and Fidelity retirement plans.

GENERAL INFORMATION:

Oakland University is a comprehensive, state-supported institution of approximately 15,000 students that offers a diverse set of academic programs at the baccalaureate, master's, and doctoral levels. The university is located 30 miles north of Detroit on a 1,500-acre campus. For more information, see the Oakland University Library Web site at: <http://www.kl.oakland.edu>.

APPLICATIONS:

Send letter of application, résumé, and names, addresses, telephone numbers, and email addresses of three current professional references to:

**Elaine K. Didier, Dean
Search Committee
300 Kresge Library
Oakland University
Rochester, MI 48309-4484
E-mail: salomon@oakland.edu
Fax: (248) 370-2474**

Review of applications will begin on **March 15, 2001**, and continue until the position is filled.

Oakland University is an affirmative action, equal opportunity employer and encourages applications from women and minorities.

ASSOCIATE DEAN OF LIBRARY SERVICES FOR TECHNICAL SERVICES Harry A. Sprague Library

Reports to the dean of Library Services and is part of a management team with the dean and associate dean for Public Services. Associate dean oversees the Division of Technical Services that includes the department of Collection Development/Acquisitions, Cataloging, Circulation, and Government Documents.

Duties and Responsibilities:

Planning, implementing, and evaluating divisional and library policies and procedures. Fostering goal-setting and effective and efficient operations in departments. Developing and monitoring budgets. Managing human resources. Overseeing DRA system including migration to web-based environment. Facilitating communication within the Division and between Technical Services and Public Services. Providing leadership in the Library and the University. Primary liaison with OCLC, PALINET, and DRA. Service on library and campus committees.

Qualifications: An MLS or equivalent from an ALA accredited library program. A second master's is required; doctorate is preferred. Three to five years of significant progressively responsible administrative experience in academic libraries, including developing and monitoring budgets, managing personnel, and implementing technology. Knowledge of library systems. Ability to foster a collaborative and cooperative work environment. Commitment to professional and staff development. Excellent written, oral, and interpersonal communication skills. Initiative and creativity. Commitment to service to students, faculty, and the public. Commitment to multiculturalism and diversity. Evidence of professional participation and contributions.

Salary Range: \$57,693 - \$86,539. Salary is commensurate with qualifications and experience. 12-month position. Comprehensive benefits package.

The Library: Sprague Library collections contain over 400,000 volumes, over 2,500 current subscriptions, substantial microform and multimedia collections, and a growing number of online resources. The materials budget is in excess of \$1,000,000. The Library is administered by a Dean of Library Services, Associate Dean for Technical Services, and Associate Dean for Public Services. The staff consists of 16 FT librarians, 25 FT classified staff, 1 administrative staff, and student employees.

For more information see the University's website: <http://www.montclair.edu>, "News and Info."

Apply by: February 23, 2001 to receive first consideration, but applications will continue to be accepted until the position is filled.

Send letter of application; curriculum vitae; and the names, addresses, telephone and fax numbers, and e-mail addresses of three professional references (include V-number) to: Dr. Judith Lin Hunt, Dean of Library Services, Harry A. Sprague Library, Montclair State University, Box C316-V#45/CRL, Upper Montclair, NJ 07043.

An Equal Opportunity/Affirmative Action Institution
www.montclair.edu



**MONTCLAIR
STATE
UNIVERSITY**

and e-Library systems staff to initiate and maintain access to electronic resources; compile reports from the Innopac Library Automation System to monitor use of e-Library resources; occasionally provide reference service for Library patrons via e-Library's Information Desk and virtual "chat reference" service; participate in the general management and the development of e-Library policies and procedures as appropriate; perform other duties as assigned. Required Qualifications: ALA-accredited master's degree in Library/Information Science; minimum of four years of substantial and progressively more responsible experience in selection and collection development responsibilities, preferably in an academic environment; significant selection experience with print and electronic business and economic resources; demonstrated analytical, interpersonal, and communication skills, both verbal and written; relevant experience in negotiating complex vendor agreements; collection development experience particularly in the electronic environment; demonstrated ability to work cooperatively in a collaborative team approach; systematic approach to work, attention to detail, and ability to manage a broad variety of tasks and shifting priorities. Desired Qualifications: Degree in Business Administration or closely related field; prior experience in an academic library; knowledge of approval plans. To apply for this position: Send cover letter (optional) and two copies of your personal résumé to the following address: School of Business Administration, Kresge Business Administration Library, Attn:

Tomalee Doan, 701 Tappan K-3330, Ann Arbor, MI 48109-1234. The University of Michigan is an equal opportunity, affirmative action employer.

HEAD OF PUBLIC SERVICES. The Lydia M. Olson Library at Northern Michigan University seeks applicants for a Head of Public Services. We are seeking a versatile and dynamic person to lead library Public Services in a Thinkpad@University environment—the first public university in Michigan to embark on a "laptop campus" initiative. This position administers the Public Services of Olson Library, which include the planning and supervision of staff and activities of Circulation, Interlibrary Loan, Reserves, Reference, Library Instruction, Reference Computer Services, Research Support Services, Documents and Maps, and Library Distance Education Services; provides reference and instruction as needed and serves as a resource person to all Public Services units. Qualifications: ALA-accredited master's degree; three to five years of academic (college- or university-affiliated) library experience in at least one Public Services area; experience in coordinating and supervising Public Services such as Interlibrary Loan, Circulation, Reference, Library Instruction, Reference Computer Services, or Documents and Maps; reference and classroom instruction experience; demonstrated ability to work effectively with faculty, students, and colleagues; effective oral and written communication skills.

DEAN OF LIBRARY AFFAIRS

Southern Illinois University Carbondale

Southern Illinois University Carbondale (SIUC) invites applications and nominations for the position of Dean of Library Affairs. The Dean is chief academic and administrative officer of Library Affairs, serves as a member of the Deans' Council, and reports to the Provost and Vice Chancellor for Academic Affairs and Research. Units within Library Affairs include: Public and Collection Development Services, Special Collections and Development Services, Technical and Automation Services, Library Support Services, and the Ulysses S. Grant Association. Morris Library is a centralized, subject-division library of more than 2.6 million volumes, 3.5 million microform units, and over 12,500 current periodicals and serials. Library Affairs staff consists of 31 faculty, 10 administrative/professional staff, and 70 civil service employees. The University and the Library faculty and staff seek a Dean with excellent leadership and interpersonal skills and the ability to articulate a vision for the library. Successful candidates must have had professional experience in academic librarianship and a record of scholarly/research accomplishments. Southern Illinois University Carbondale is located in the Shawnee National Forest region of southern Illinois. Carbondale, a university-centered community with a population of 25,000, is located approximately 100 miles southeast of St. Louis and 180 miles north of Memphis. The area enjoys an abundance of outdoor recreational opportunities plus social and cultural activities associated with a major university. SIUC, with an enrollment of more than 22,000 students, is a comprehensive university that includes a medical school, a law school, and a branch campus in Nakajo, Japan.

QUALIFICATIONS:

Applications must provide evidence of the following: Master's degree in library and/or information science from an ALA-accredited library program. At least 10 years of professional academic library experience, including at least five years in a position of significant upper-level administrative responsibility. Demonstrated record of successful managerial leadership with the ability to communicate effectively and work with a diverse University community. Significant experience with automated library technology and networking, plus current and emerging information technologies and trends in the profession. Leadership ability in the integration of new technologies with traditional materials and services to fulfill the Library's mission. Academic preparation, professional training and experience, and scholarly/research accomplishments commensurate with appointment at the full professor faculty rank. Active participation in state, regional, and national library and professional activities. Commitment to the principles and practice of shared governance within Library Affairs and the academic community and an obvious enthusiasm for the academic instruction and research activities of faculty, staff, and students. Ability to foster collaborative relationships and promote a positive work environment for faculty and staff.

PREFERRED QUALIFICATIONS:

Earned doctorate in library and/or information science, or another earned graduate degree. Knowledge and experience in obtaining external funding through preparation and submission of grant applications and through development programs. Knowledge and experience with the planning, funding, and construction of a major library addition and/or a building renovation.

APPLICATIONS:

An application will consist of a letter of application, current vita, and the names and contact information of at least three references. Review of applications will begin **February 26, 2001**. Applications will be accepted until the position is filled. Projected appointment date is July 1, 2001. Salary is competitive. To see a complete position description, please visit our Web site at: <http://www.lib.siu.edu/hp/about/career/>. Address correspondence to:

Susan Logue
Chairperson, Search Committee for Dean, Library Affairs
Office of the Provost
Academic Affairs
Mail Code 4305
Southern Illinois University Carbondale
Carbondale, IL 62901-4305

E-mail: mhaworth@siu.edu; phone: (618) 453-1838; fax: (618) 453-3340

SIUC is an affirmative action, equal opportunity employer. Women and minorities are encouraged to apply.

McKendree College

DIRECTOR OF THE LIBRARY McKendree College (Search Re-Opened)

McKendree College is seeking applications for the position of Director of Holman Library. The director reports to the provost and dean of the college, supervises the staff, and acts as the representative and spokesperson for the library. The director will be expected to provide the vision and leadership to steer the continued development of the library in a time of rapid change. A key task will be the integration of emerging technologies and electronic resources with the traditional collections of the library.

Founded in 1828, McKendree is Illinois' oldest college and the oldest college in the nation with continuous ties to the Methodist church. It is a four-year liberal arts college with a nonsectarian curriculum, located in Lebanon, Illinois, 23 miles east of St. Louis, Missouri, and within 45 minutes of four major universities and other cultural benefits of the metropolitan area. The college has experienced significant growth and development over the past six years. The library's primary purpose is to serve the 1,300 students and 63 full-time faculty of the Lebanon campus.

REQUIREMENTS FOR THE POSITION:

- A master's in library science from an ALA-accredited program, with work toward an advanced degree preferred.
- Administrative experience at an academic library.
- Ability to respond and plan creatively.
- Experience in the use and management of electronic library resources
- Ability to work closely and cooperatively with faculty, administration, and students to make the library a welcoming place and to keep the library central to the academic mission of the college.

Send letter and c.v. only by **March 1, 2001**, to:

David G. Brailow
Chair, Library Search Committee
McKendree College
Lebanon, IL 62254

A second master's degree is highly desirable. This is a full-time, 12-month tenure track faculty appointment at the Assistant Professor level. Salary will be competitive and commensurate with experience and qualifications. Send letter of application with résumé, transcripts, and names of at least three references to: Search Committee, Lydia M. Olson Library, **Northern Michigan University**, 1401 Presque Isle Avenue, Marquette, MI 49855. Letters of application must address applicant's qualifications and experience with respect to this position. Applicant review begins April 16, 2001, and continues until the position is filled. NMU is an equal opportunity, affirmative action employer and is strongly committed to increasing the diversity of its faculty.

INFORMATION LITERACY LIBRARIAN. W. W. Hagerly Library, Drexel University, has an opening for an Information Literacy Librarian to oversee a comprehensive information literacy program designed to meet the needs of on-campus and distance students, staff, and faculty. Responsibilities include the development and coordination of in-person and asynchronous bibliographic instruction courses, learner-focused Web-based tutorials, one-on-one instruction programs, publications to support information literacy efforts, and the promotion of library-faculty partnerships to increase information literacy in the university community. Qualifications include an MLS degree from an ALA-accredited institution, a minimum of three years' library or equivalent experience, bibliographic instruction or library education experience, strong oral and written presentation and communication skills, and experience with instructional software, Internet technologies, and pedagogy. A master's degree in a relevant subject area, teaching, and information services experience preferred. Deadline: February 28, 2001. Submit letter of application, including the position number 201459, a résumé, and the names, addresses, and telephone numbers of three references to: Jennifer Bruen, Human Resources Department, **Drexel University**, 3141 Chestnut Street, Philadelphia, PA 19104. Drexel University is an AA/EEO employer.

LIFE SCIENCES LIBRARIAN. Instructor/Assistant/Associate Professor. Queens College, CUNY. In a collegial environment the Life Sciences Librarian provides collection development and instructional support to departments of the Division of Mathematics and Natural Sciences, general reference service, and teaches in the library's instructional program.

Requirements: Master's degree from an ALA-accredited program; significant coursework in the life sciences, or library reference and collection development experience in the life sciences, or combination of both. At Queens College these fields are: biology, psychology, nutrition, exercise physiology, speech and hearing pathology. Experience in teaching library and Internet skills in formal class settings. Experience using electronic resources in reference and instruction. Preferred: Degree in the life sciences. Experience with Web site design/maintenance. MLS and a second master's degree required for appointment as Assistant/Associate Professor (tenure-track positions). Appointment as Instructor is an annual appointment for up to five years. Salary: Assistant Professor \$32,703-58,811; Associate Professor, \$42,616-68,628; Instructor \$29,997-\$48,284, for 12 months, commensurate with experience. Closing Date: April 11, 2001; Anticipated Appointment Date: Summer 2001. Please Mail: Cover letter, curriculum vitae, and names of four references with current telephone/fax numbers to: Chair, Search Committee, Rosenthal Library, **Queens College**, 65-30 Kissena Boulevard, Flushing, NY 11367-1597. Queens College is an AA/EOE/ADA employer. For information on the Queens College Library, see: www.qc.edu/Library/.

MATHEMATICAL SCIENCES AND GENERAL SCIENCES LIBRARIAN. Responsibilities: Responsible for management of the Mathematical Sciences Library. Serves as liaison with faculty in the Mathematics, Statistics, and Computer Science Departments and develops collections in both print and electronic formats. Plans, develops, and implements ongoing and innovative services. Instructs faculty and students in the effective use of local and remote print and electronic resources. Develops information literacy programs for users as integral part of information literacy curriculum. Collaborates in the development of the General Sciences collection. Participates in development and delivery of information literacy instruction for undergraduate science majors. Collaborates with fellow members of the Libraries' Engineering and Physical Sciences Cluster. Participates in Libraries' wide planning and management through consultative committee and team structures. Reports to the Science Librarian. Members of the Libraries faculty must meet Purdue requirements for promotion and tenure. Requirements: ALA-accredited MLS. Bachelor's or advanced degree in mathematical sciences or a related field, or a demonstrated knowledge of the mathematical sciences literature through a

THE STATE UNIVERSITY OF NEW JERSEY

RUTGERS

**RUTGERS UNIVERSITY
LIBRARIES**

The New Brunswick Campus Libraries seek knowledgeable, creative and highly motivated individuals for the following positions:

Social Sciences/Education Librarian: Provides general public services to users in the New Brunswick Libraries' digital environment as subject specialist for the field of education. Major responsibilities include proactive, enthusiastic liaison with the faculty and students of the Graduate School of Education; collection development, including oversight of, and selection for a curriculum materials collection; library instruction and one-on-one consultations for education students. Opportunity to promote collaboration between the Libraries and the K-8 urban setting. Advanced degree in education or one of the social sciences preferred, but other expertise in the field of education may be acceptable. Experience at an institution with a teacher education program highly desirable. (APP #148)

Digital Initiatives Librarian: Provides leadership and training in information technologies and serves as resource person in the utilization of tools and formats appropriate for digital library initiatives, including web-based reference and instruction, electronic publishing of databases and journals, and integrating the use of advanced tools and applications of multimedia. The position will be initially based at the Douglass Library, which is experimenting with new models of reference service and instruction and has direct link to the services of the Scholarly Communication Center (<http://scc01.rutgers.edu/scchome>). Douglass Library will be undergoing a major renovation, D-21 Douglass Library for the 21st Century (<http://scc01.rutgers.edu/D21>), including plans to house media services, performing arts and women's studies. Relevant experience in the development of digital libraries and information technologies required. (APP #149)

Instructional Services Librarian (two positions): Provides instructional services and leadership in the New Brunswick Libraries' digital environment, serving on a team developing digital initiatives for a diverse population, including distance learners. Major responsibilities include instructional design, teaching, and serving as liaison to appropriate university groups. One position, based at Alexander Library, Rutgers' Social Sciences & Humanities Library, will coordinate instructional services and outreach efforts. The second, based at Kilmer Library, an undergraduate library with extensive business resources and plans to develop a major center for instructional technology, will emphasize the application of technology for undergraduate instruction. Advanced degree in education or liberal arts preferred. Experience with relevant information technologies required. (APP #150)

All positions will collaborate with faculty on digital library initiatives, provide reference service (including evenings and weekends) and library instruction for the New Brunswick Libraries; participate in the user education program, and development/maintenance of WWW pages. Research, publication, and involvement in professional associations are expected.

These tenure track positions require master's degree from an ALA accredited institution. Minimum salary for Librarian III position starts at \$42,369. For complete position profiles, see our Website at <http://www.libraries.rutgers.edu/> under "News and Events".

Candidates applying by February 29, 2001 will receive first consideration. Submit resume, cover letter, and names of three references to: Sandra Troy (APP #), Libraries Personnel Officer, Rutgers University Libraries, 169 College Ave., New Brunswick, NJ 08901; FAX: 732-932-7637; e-mail: stroy@rci.rutgers.edu.

***Rutgers, the State University of New Jersey, is committed to
affirmative action and equal opportunity.***



ASSOCIATE DEAN OF THE LIBRARY

Oakland University (Search Extended)

Oakland University, a comprehensive, state-supported institution of 15,000 students, seeks applications and nominations for the position of Associate Dean of the University Library. The Associate Dean reports to the Dean of the Library and is responsible for assisting the Dean in the general administration of the Library and oversight of the \$3.2M budget and 34-member staff. This is a tenure-track position at the associate or full professor level.

Primary duties include working in close collaboration with program coordinators and unit supervisors to coordinate day-to-day operations and services of the Library; overseeing personnel matters; assisting with budget development and management; coordinating communication and outreach efforts; planning and management of special projects; overseeing library technology infrastructure and online services; assisting with fundraising and grant writing; helping to develop and maintain collaborative relationships and partnerships with other libraries and consortia, and representing the Library to internal and external constituencies. The Associate Dean will work in a collegial atmosphere where planning, teamwork, and cooperation are emphasized.

REQUIRED QUALIFICATIONS:

An ALA-accredited master's degree in library/information science; evidence of significant professional achievement; record of increasingly responsible administrative/management experience and accomplishments in an academic or other library setting; excellent oral and written communication skills and interpersonal skills; excellent analytical, organizational, and project management skills; broad knowledge of issues and trends impacting academic libraries and understanding of the emerging library technologies; record of scholarship appropriate for award of an associate professorship or above, with tenure, at Oakland University; evidence of progressively responsible participation and leadership in professional service activities; strong commitment to diversity.

RANK, SALARY, BENEFITS:

Tenure-track, 12-month appointment. Professorial rank determined by credentials and experience. Salary is competitive and commensurate with qualifications and experience. Excellent fringe benefits program, 22 days' vacation, TIAA-CREF and Fidelity retirement plans.

APPLICATIONS:

Send letter of application, résumé, and names, addresses, telephone numbers, and email addresses of three current professional references to:

**Elaine K. Didier, Dean
Associate Dean Search Committee
Kresge Library, Oakland University
Rochester, MI 48309-4484**

**Email Inquiries to Mildred Merz, Chair of Search Committee
Email: merz@oakland.edu
Fax: (248) 370-2474**

Review of applications will begin on **March 1, 2001**, and continue until the position is filled.

Oakland University is an affirmative action, equal opportunity employer and encourages applications from women and minorities.

For more information about the University Library see, the library's Web site: www.kl.oakland.edu.

combination of educational background and experience. Desired Qualifications: Excellent grasp of information needs in mathematics, statistics, computer science, and of undergraduate science majors. Enthusiasm for new methods of disseminating scientific information. Demonstrated interest in the applications of current and emerging technologies to meet the changing needs of users. Two years' recent experience with collection management, reference, or instruction in an academic or special library. Strong service orientation. Excellent communication and presentation skills and ability to work well with all levels of users and staff. Demonstrated commitment to user instruction and to consultation with users on their information management needs. Supervisory experience. Salary: \$32,000 and above, depending upon qualifications. Status and Benefits: Faculty status and responsibilities. Rank of Assistant Professor. 12-month appointment with annual vacation of 22 working days. Flexible benefit programs with open enrollments annually. Medical, group life, and disability

insurance programs are in effect as are flexible spending accounts, TIAA-CREF retirement, and Social Security coverage. Application Process: Send statement of interest, résumé, and a list of references to: Thomas L. Haworth, Personnel Administrator, **Purdue University Libraries**, 1530 Stewart Center, West Lafayette, IN 47907-1530. Applications will be accepted until position is filled. Priority consideration will be given to applications received by March 15, 2001. Libraries homepage may be viewed at: <http://www.lib.purdue.edu/>. An equal opportunity, affirmative action employer.

MULTICULTURAL OUTREACH LIBRARIAN. The Indiana University Libraries, Bloomington, are seeking a creative and enthusiastic individual for the position of Multicultural Services Librarian within Undergraduate Library Services. The Indiana University Libraries are one of the leading academic research library systems in North America, providing strong

FOUR POSITIONS AVAILABLE

The State University of New York College at Old Westbury

Located on a 604-acre campus in western Nassau County, The College at Old Westbury enrolls a racially and culturally diverse student body. Exciting challenges facing the Library include planned graduate programs in business and education, implementing *ExLibris*—new SUNY-wide library management system, and expanding role in instructional technology. The new librarian positions are 12-month, tenure-track appointments, beginning in summer or fall 2001. More information about the Library is on our Web site: <http://www.oldwestbury.edu/library.cfm>.

Head of Instructional Technology and Media (Campus Title—Assistant Director of Library)

Manages Instructional Technology (new service) and Media unit, supervising a librarian, three non-teaching professionals, and student assistants. Assist Director in planning, initiating, and evaluating programs; take charge of day-to-day Library operations during the Director's absence; oversee print and digital publications; participate in reference desk duties, collection development and liaison activities, faculty governance, and other duties as assigned; represent the Library on appropriate committees. ALA-accredited MLS degree and a second master's degree with a minimum of three years' administrative and supervisory experience in an academic library with increasing responsibility required. Collegial leadership style and effective oral and written communication skills are necessary. Prefer academic library experience in instructional technology, media, systems, or library instruction. Salary Range: \$55,000–\$65,000. Code: HITM

Head of Technical Services/Automation Librarian

Supervise the cataloging and acquisitions unit, which employs three clerks; catalog monographs, serials, and archival resources in print and nonprint formats; implement *ExLibris* system with SUNY libraries and serve as on-site system administrator; participate in reference desk duties, collection development and liaison activities, faculty governance, and perform other duties as assigned. ALA-accredited MLS degree with: minimum three years of cataloging experience; working knowledge of all MARC formats, AACR2r, LCSH/LC classification schedules and OCLC; familiarity with acquisitions; demonstrated training and supervisory skills; and strong oral and written skills are required. Salary range: \$45,000–\$55,000. Code: HTSAL

Instructional Technology Librarian

Duties will include the use of technological, teaching, promotion, and development skills in working with faculty and staff to integrate the use of technology and digital resources into instruction; work with reference librarians to develop information literacy program; participate in reference desk duties, collection development and liaison activities, faculty governance, and other duties as assigned. ALA-accredited MLS degree; excellent communication skills; knowledge of the use of Web development and multimedia in teaching; and an extensive teaching background are required. Salary Range: \$40,000–\$55,000. Code: ITL

Education Librarian

Responsible for reference/consultations, information literacy, and collection development, including curriculum materials center for teacher education students and faculty. Reports to the Head of Reference. Duties include general reference desk duties, collection development and liaison activities, and faculty governance. Involves some evening and weekend work and other duties as assigned. ALA-accredited MLS degree and bachelor's degree in education or teacher certification required. Excellent communication skills and knowledge of education resources in all formats necessary. Salary Range: \$35,000–\$45,000. Code: REL

Applications accepted until position filled. Send letter of interest, résumé, and three letters of reference to:

**Office of Human Resources
Search Committee (Please specify code)
SUNY/College at Old Westbury
Box 210
Old Westbury, NY 11568**

Affirmative action, equal opportunity employer

DIRECTOR OF LIBRARY

CUNY Graduate Center

CUNY Graduate Center seeks Library Director at chief librarian (professor) level, responsible for administration, budgeting, planning, and development of library information services. Requires two master's degrees or doctoral degree (library science desired), plus record of effective leadership administering academic library; recruitment/ supervision of professional staff, budget development/management, and implementing emerging technologies to serve academic programs. Collection serves graduate research. See <http://www.gc.cuny.edu> and cuny.edu/abtcuny/cunyjobs/ for details. Send CV and names and addresses of three references by **March 2, 2001**, to:

**Library Director Search
Provost's Office
CUNY Graduate Center
365 Fifth Avenue
New York, NY 10016**

EO/AA/IRCA/ADA

collections, quality service and instructional programs, and leadership in the application of information technologies. The university community includes approximately 92,000 students and 4,600 faculty on eight campuses. The IU Libraries consist of 20 libraries on the Bloomington campus, five libraries in Indianapolis, and a library at each of the six campuses across the state. Undergraduate Library Services (UGLS) provides services and collections that target the curriculum needs of IU's undergraduate students. During the coming year, through a planned renovation that promotes the use of advanced information technology, including multimedia equipment, the UGLS public services will become an Information Commons. This area will be a hub for library and complementary campus-partnership services—drawing users into an attractive, secure, and highly computerized environment with help available for information and technical needs. The Information Commons will extend the concept of the traditional library to include complementary services that users demand in a large, centrally located facility such as the Main Library. The Information Commons will include over 200 individual and group workstations providing access to research databases, multimedia and productivity software, reference services, career information, and writing tutorial help. Responsibilities: Under the direction of the Head of Undergraduate Library Services, the librarian will develop outreach, educational, and collection-specific programs and activities to promote library services to students from different ethnic and cultural backgrounds on the IU-Bloomington campus. The librarian will serve as liaison to the Office of Academic Support and Diversity and its programs to promote equity and excellence such as the Minority Achievers Program/Mathematics and Science Scholarship Program, Groups Student Support Services Program, Upward Bound Program, and the Campus Cultural Centers. The librarian will play an active role in the UGLS instruction program and develop specialized user education opportunities for persons from different ethnic and cultural backgrounds. The position participates actively and fully in all programs of Undergraduate Library Services sharing responsibility for general reference service (including some night and weekend hours on a rotating basis), for orientation activities, development of Web resources, and selection of UGLS materials. The librarian will advise collection managers regarding the collection needs of the multicultural community. The position will share in the planning, delivery, and evaluation of UGLS services and collections. Qualifications: Required: An ALA-accredited master's degree or equivalent combination of education and experience; demonstrated experience in program planning and development and in library public service and outreach; excellent oral and written communication skills and a demonstrated ability to work effectively with all elements of a diverse community. Ability to meet the requirements of a tenure-track appointment. Preferred: Demonstrated experience in bibliographic instruction; demonstrated familiarity with current trends and issues in information compe-

Systems Librarian, Electronic Services

Gwinnett Center Library

SEARCH EXTENDED

The Gwinnett University Center Library (<http://www.gpc.peachnet.edu/gusclib>) is a dynamic consortium library integrating information technology with traditional library services serving 3800 undergraduate and graduate students, faculty, and staff of the Gwinnett University Center partner institutions of Georgia Perimeter College and the University of Georgia. Plans for a new library within the Gwinnett University Center's new campus are underway with opening slated for Fall 2002. The new campus will offer expanded facilities and programs and serve as a high-tech center of the University System of Georgia.

Reporting to the Director of the library, the Systems Librarian will be responsible for the management of the Gwinnett University Center Library's electronic services and operation of systems including ILS coordination, web site management, library systems management, and integration of external campus services into the library's electronic environment.

Requirements include an ALA-accredited Master's degree in Library or Information Science, a working knowledge of Windows-compatible hardware, software, operating systems, MS Access, and HTML. A working knowledge of delivery and instructional applications and experience in designing and maintaining an institutional web site are required. Salary: \$32,564+ (commensurate with education and experience). We offer excellent benefits. Starting date: ASAP. Review of applications will begin March 2, 2001 and continue until the position is filled.

Applicants should reference position number #01-203 and send the following as a single packet: (1) letter of interest, (2) resume, (3) unofficial copy of graduate transcript(s), and (4) list of three professional references (names, addresses, telephone numbers) to:

**Attn: Judy Chastonay, Georgia Perimeter
College Human Resources, 3251
Panthersville Rd, Decatur, GA 30034.
Fax: 404-244-5774.**

An AA/EOE Employer

SAINT ANSELM COLLEGE



HEAD OF REFERENCE SERVICES

Saint Anselm College (Search Extended)

Geisel Library seeks a dynamic, experienced librarian to be the Head of Reference Services. The position is responsible for directing reference services including library instruction, government documents, interlibrary loan, and faculty outreach. The position reports to the College Librarian.

RESPONSIBILITIES: Manages a staff of three FTE librarians, two support staff, and student assistants. Coordinates library instruction program. Supervises interlibrary loan services. Oversees development of the reference collection. Leads Library Web page team. Provides reference service.

REQUIRED: MLS from an ALA-accredited program. Minimum of three years' experience in library public services. Supervisory experience in an academic library.

PREFERRED: Strong disposition toward working with an undergraduate population. Ability to foster teamwork in a collegial environment. Experience with Web development, interlibrary loan/document delivery, and bibliographic instruction.

Salary is competitive and related to an applicant's educational background and work experience.

Geisel Library is a modern facility housing a collection of more than 220,000 volumes, 1,800+ active serial subscriptions, and a growing number of electronic resources. Strengths of the general collection include theology, nursing, classics, history, and literature. The Library also maintains several special collections consisting of New England imprints, pre-1700 theological works, early Americana, and the Anselm of Canterbury collection. Saint Anselm College is a Catholic liberal arts college with an undergraduate community of nearly 2,000 students. The College offers a unique program in the humanities, and has recently established the New Hampshire Institute of Politics. The campus is located one hour north of Boston and overlooks the scenic Merrimack Valley. Visit the College homepage at: <http://www.anselm.edu>.

Applications and résumé, with three references, should be sent to:

**Human Resources
Saint Anselm College
100 Saint Anselm Drive
Manchester, NH 03102-1310**

tency/critical thinking; experience with development of Web-based resources; proficiency in a language relevant to this position. Salary and Benefits: Salary and rank are negotiable and competitive dependent upon qualifications and experience. This is a tenure-track academic appointment that includes eligibility for sabbatical leaves. Benefits include a university health care plan, TIAA-CREF retirement/annuity plan, group life insurance, and liberal vacation and sick leave. To Apply: Send letter of application, professional vita, and the names, addresses, and phone numbers of four references to: Yolanda Cooper-Birdine, Libraries Human Resources Officer, **Indiana University Libraries**, Main Library 201A, Bloomington, IN 47405; (812) 855-8196; fax: (812) 855-2576; e-mail: ycooperb@indiana.edu. Review of applications will begin February 1, 2001, and continue until the position is filled. For further information concerning Indiana University: <http://www.iub.edu>, or employment opportunities at the IUB libraries: <http://www.indiana.edu/~libpers>. Indiana University is an affirmative action, equal opportunity employer.

PERIODICALS/REFERENCE LIBRARIAN. Provide reference services with primary responsibility for developing and managing operations of Periodicals Department, including document delivery/ILL; assist with collection development and instruction program; evaluate work flow, new technologies, and user needs; coordinate planning and liaison with Acquisitions Department. Required: ALA-accredited MLS, demonstrated expertise in reference services, and a working knowledge of periodicals management. Excellent supervisory, written and oral communication skills, and customer-service orientation. Preferred: Working experience with an automated library system. This position is a tenure-track faculty appointment.

Minimum salary for Instructor rank: \$43,369; for Assistant Professor: \$48,203. Thirty additional graduate credits or 2nd subject master's required for the rank of Assistant Professor. Excellent benefits including 44 days' leave, calendar recesses, and release time. Send letter of interest, indicating position desired, and c.v. to: Terri Campo, Long Island University, 1 University Plaza, Brooklyn, NY 11201-8423. **Long Island University** is the eighth largest private university in the U.S. It is recognized for strength in the liberal arts and sciences, health sciences, and library and information science, including a Ph.D. program in the latter. The Brooklyn campus is located within easy access of Manhattan. It enrolls more than 10,000 students pursuing undergraduate and graduate degrees in the various colleges: Arts and Science, Pharmacy and Health Sciences, Education, Health Professions, Nursing, and Business and Public Administration. The library, with a staff of 42, including 21 librarians, houses 249,000 volumes, 2,100 periodical subscriptions, and a collection of 5,500 AV resources. It provides 53 reference databases. LIU is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN. Western Illinois University Library (www.wiu.edu/library) seeks an innovative reference librarian to provide general reference service and instruction to the campus community. Major responsibilities also include the coordination of the library instruction program and the development of a Web-based instruction module. Qualifications: ALA-accredited master's degree; an additional advanced degree or professional certificate; reference experience; Web capabilities; excellent oral and written communication skills. This 12-month, tenure-track position includes a flexible schedule, standard benefits package, and an

HEAD, INFORMATION SERVICES DEPARTMENT

University of Alabama
(Search Extended)

DESCRIPTION:

The University of Alabama Libraries is seeking a dynamic, experienced librarian with a user-centered vision of 21st century information services to provide leadership for the Humanities, Social Sciences, and Government Information Services Department located in the Amelia Gayle Gorgas Library. Incorporated in this department are the Information Center and Government Documents unit staffed by seven librarians, five classified staff, and 30 student assistants. Reference librarians, including the Head of the department, are engaged in collection development, bibliographic instruction, and an expanding array of electronic information services. The Head of the Information Services Department reports to the Associate Dean of Libraries for Collections and Information Services.

RESPONSIBILITIES:

Provide clear vision and strong leadership for the Information Services Department to meet the information needs of library users; work with department members to build a strong identity for the Information Services department that emphasizes user services and teamwork; effectively manage, administer, and supervise daily operation of the department; be an advocate for library users and the department within the Libraries and throughout the University; facilitate effective working relationships between and among library and campus departments to ensure quality library services and programs to users both on and off campus; and actively participate in the overall management of the Libraries and in statewide and national groups as appropriate.

QUALIFICATIONS:

Required: ALA-accredited MLS; minimum five years' post-MLS progressively responsible information service experience; successful supervisory experience with commitment to mentoring, training, and staff development; demonstrated service orientation and strong interpersonal, written, and oral communication skills; ability to work collaboratively with diverse populations; well-developed management, team-building, and decision-making skills along with initiative, flexibility, and the ability to facilitate change; experience working in a technologically complex environment and knowledge of scholarly communication patterns and other issues facing libraries; and evidence of ability to meet University requirements for tenure and promotion. Preferred: Academic library experience; knowledge of humanities and/or social sciences; experience with government documents, collection development, and/or bibliographic instruction; and second master's degree.

The University Libraries maintains membership in the Association of Research Libraries, the Center for Research Libraries, the Coalition for Networked Information, SOLINET, and the Network of Alabama Academic Libraries. A U.S. Government documents regional depository, the Libraries serves Alabama libraries and the public. The Libraries employs the Voyager Integrated Library System and is an active participant in the Alabama Virtual Library. The Libraries' homepage may be accessed at: <http://www.lib.ua.edu>.

SALARY/BENEFITS:

12-month tenure track appointment. Rank and salary commensurate with qualifications and experience. Strong benefits including professional development support and tuition fee waiver; substantial moving allowance may be available.

TO APPLY:

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

Voni B. Wyatt, Personnel Officer
The University of Alabama Libraries
Box 870266
Tuscaloosa, AL 35487-0266

To ensure full consideration, applications should be received by **February 28, 2001**.

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

REFERENCE LIBRARIAN

University of Northern Colorado

The University of Northern Colorado seeks applicants for the position of Reference Librarian and Assistant Professor of Library Science, position number 20628.

REQUIRED: Master's degree from an ALA-accredited library school; experience in a college, university, or research library appropriate to the position; and a degree or relevant experience in a health-related field.

This is a tenure-track position. The position reports to the Head of Reference. Responsible for reference, library instruction, management of student employees, and collection development in the area of Health Science. Responsible for user instruction for assigned areas as well as assisting with general instruction for graduate and undergraduates and teaching sessions of the information literacy course. Must have strong interpersonal skills and the ability to work cooperatively with library personnel.

Salary commensurate with experience and qualifications. Starting date is July 1, 2001 (negotiable). The position is contingent on funding from the Colorado State Legislature, approval by the Board of Trustees, and subject to the policies and regulations of the University of Northern Colorado. All application materials must be postmarked by **March 1, 2001**.

Send letter of application highlighting candidate's suitability, résumé, and the names, addresses, and telephone numbers of three references to:

George R. Jaramillo
Reference Librarian Search Committee
University of Northern Colorado
James A. Michener Library
Campus Box 48
Greeley, CO 80639

UNC is an affirmative action, equal opportunity employer and committed to fostering diversity in its student body, faculty, and staff. Employee Relations Office, Carter 2011.



DIRECTOR, LIBRARY SERVICES

College of Marin

College of Marin is located in beautiful Marin County, California, 12 miles north of the Golden Gate Bridge in San Francisco. The campus is situated in a lush setting of redwoods and greenery, and a view of Mt. Tamalpais is almost within reach. Combined with our comprehensive

benefit package, you'll find this a very desirable place to be.

Choice of three health, dental, and vision plans. District current medical contribution per month is \$603.96; \$50,000 life insurance policy, Accidental Death and Dismemberment insurance; long-term disability insurance for most management personnel. Twenty-two days' paid vacation per year; 12 sick leave days per year; 16 holidays per year.

Currently we are inviting applications for the following management position:

Director, Library Services

ANNUAL SALARY: \$63,286-77,833

APPLICATION DEADLINE: **Thursday, March 22, 2001, by 5:00 p.m.**

Please call (415) 485-9567 (24 hours) or e-mail: hrjobs@marin.cc.ca.us to receive a detailed job announcement and required application materials.

No faxes or postmarks accepted.

College of Marin is an affirmative action, equal employment opportunity employer.



ASSISTANT MANAGER/ HEAD OF MONOGRAPH CATALOGING

Getty Research Institute

Supervise 8.5 FTE catalogers who produce original bibliographic and authority records for monographs in the full range of formats and a wide variety of languages; oversee and monitor daily operations; perform complex original cataloging; ensure quality and uniformity of bibliographic, holdings, and authority records; provide training and guidance to cataloging staff; ensure that projects are completed on time and within established parameters; participate in developing procedures and policies; frequently interact with internal/external contacts; two to three years supervisory experience; MLS or equivalent experience; three to four years cataloging experience; familiarity with rare book cataloging rules; solid knowledge of AACR2, MARC, LCRIs, LC classification, and LCSH. One to two foreign languages and art history background preferred.

Please send résumé to:

Karen Montag
Senior HR Specialist
Getty Research Institute
1200 Getty Center Drive
Los Angeles, CA 90049

Or fax resume to (310) 440-7647.

Equal opportunity employer

annual salary of \$47,244 for an assistant professor. Library faculty are evaluated for retention, tenure, and promotion on performance in the areas of primary duties, research, and service. WIU (www.wiu.edu) is a comprehensive university enrolling 13,000 undergraduate and graduate students, located in a rural community. With over 1,000,000 catalogued volumes, substantial depository collection, and two electronic classrooms, the library employs 17 faculty and over 40 support staff. Application: Send cover letter, résumé, copies of transcripts, and names, addresses, and telephone numbers of three current references to: Cindy Johnson, Administrative Assistant, University Library, One University Circle, **Western Illinois University**, Macomb, IL 61455-1390. Review of applications will begin on February 20, 2001, and continue until an appointment is made. Anticipated starting date is July 2001. WIU is an affirmative action, equal opportunity educator and employer and encourages applications from women, minorities, and persons with disabilities.

REFERENCE/ELECTRONIC SERVICES LIBRARIAN. Indiana University of Pennsylvania seeks a Reference/Electronic Services Librarian. This is a nine-month, tenure-track position, with additional summer employment possible. Appointment at the rank of Assistant Professor. Salary minimum: \$39,361.80. ALA-accredited MLS. Second master's in a subject area required for tenure. Experience in Web and instructional design, in development of digital resources, and/or in the use of multimedia applications on the Web and authoring software. Excellent oral and written skills. To be a finalist the candidate must be able to communicate well in an interview. Recent graduates are encouraged to apply. Please send letter of application, résumé, and the names, addresses, and telephone numbers of three references to: Search Committee, Reference/Electronic Services Librarian, Stapleton Library, Room 203, **Indiana University of Pennsylvania**, 431 South Eleventh Street, Indiana, PA 15705. Preference will be given to applications submitted by March 1, 2001. The complete position description may be found at: <http://www.lib.iup.edu> or <http://www.iup.edu/humres/jobline> or call (724) 357-4751. Affirmative action, equal opportunity employer.

TECHNICAL SERVICES LIBRARIAN. **MiraCosta Community College** in coastal San Diego County, California, invites applications for one tenure-track librarian position beginning July 1, 2001. Primary Function: Lead the day-to-day activities of technical services; participate in cataloging and acquisitions activities and reference services; and bibliographic instruction. Closing Date: February 21, 2001. To obtain application, job announcement, and salary information, visit our Web site: www.miracosta.cc.ca.us/info/admin/HR/jobs. Or call our job line: (760) 795-6868; or toll free (888) 201-8480, ext. 6868. Or leave request by e-mail: jobs@mcc.miracosta.cc.ca.us. Affirmative action, equal opportunity employer.

TECHNICAL SERVICES LIBRARIAN/MANAGER. (Search re-opened) **Augustana College**, Illinois, seeks a librarian excited about leading our

technical services and interlibrary loan staff. This is an excellent opportunity for a librarian seeking to undertake a variety of projects in technical services in a supportive, risk-taking environment. Review of applications will begin immediately and continue until the vacancy is filled. Applications received before February 20, 2001, will receive first consideration. Visit: <http://www.augustana.edu/library/jobopenings.html> for full details.

TECHNICAL SERVICES LIBRARIAN/MANAGER. The J. Robert Van Pelt Library seeks a creative and energetic librarian with serials experience who works in both the traditional and electronic environments with equal ease. Although the emphasis is on serials, the successful applicant oversees a unit that acquires, catalogs, and coordinates access to print and electronic materials in a variety of formats. This individual is familiar with national issues and current trends in librarianship. Working in close cooperation with appropriate personnel in all library departments, she or he applies the latest technologies and products to resolving access issues and providing digital delivery to the desktop. Minimum requirements include an ALA-accredited master's degree or an equivalent qualification in education and experience. Salary considerations will begin at \$35,000. Excellent benefits available. For a full position description and more information about the library and Michigan Tech, visit our Web site at: <http://www.mtu.lib.edu>. Send application letter, résumé, and names, addresses, phone numbers, and e-mail addresses of three work-related references to: Human Resources Department, **Michigan Technological University**, 1400 Townsend Drive, Houghton, MI 49931. Search committee will begin reviewing applications immediately and continue until an appointment is made. Preferably, the successful candidate will start work before April 2001. Michigan Technological University is an equal opportunity education institution and an equal opportunity employer.

UNIVERSITY LIBRARIAN. Saint Mary's University of Minnesota is seeking a person with excellent interpersonal skills as well as the ability to collaborate effectively in coordinating library operations across two campuses. The person will have responsibility for coordinating general processes across the University's two libraries with primary responsibility for day-to-day operation of the Winona campus library. ALA-MLS required, appropriate doctorate or second master's degree preferred. See the Saint Mary's University Web page (www.smum.edu/smunow.html) for a complete description of required qualifications and duties. Applicants should submit a cover letter, vita, and three references to: Roger Peckover, University Librarian Search Committee Chair, Office of the Provost, 700 Terrace Heights #1, Winona, MN 55987. Review of applications will begin February 15, 2001; applications will be accepted until the position is filled. Desired Starting Date: May 15, 2001. Salary commensurate with qualifications and experience. **Saint Mary's University of Minnesota** is an affirmative action, equal opportunity employer.

CIRCULATION LIBRARIAN, HEAD OF ACCESS SERVICES

University of Maryland, Baltimore County

UMBC, an honors university serving approximately 9,000 undergraduate and 1,500 graduate students, is one of two public universities in Maryland to achieve the "doctoral/research university-extensive" Carnegie classification. Located just outside Baltimore and 45 minutes from Washington, D.C., the campus is growing rapidly under dynamic leadership. The University's ongoing commitment to strengthen the Library has led to investment in extensive technological development and online resources (see www.umbc.edu/library), complementing a superb facility enlarged and renovated in 1995, and holding more than 800,000 volumes.

We now seek an experienced librarian to lead our circulation, reserves, e-reserves, media, and stacks maintenance services comprising 12 FTE staff and 4-5 FTE student assistants. The Circulation Librarian will represent the Library in collaborative University System of Maryland activities including migration to a third-generation library system, as well as participate in librarywide planning and cross-functional activities.

QUALIFICATIONS:

ALA-accredited MLS; five years increasingly responsible library managerial experience; and 2-3 years' experience with application of emerging technologies in a library setting are required. Candidates must demonstrate strong interpersonal, oral, and writing skills; familiarity with electronic reserves and nonprint media; successful collaboration and team-building experience; and ability to organize and complete projects.

SALARY AND BENEFITS:

Position is a 12-month faculty appointment at anticipated rank of either Librarian II or III. Rank and salary shall be commensurate with qualifications. Comprehensive benefits. The successful candidate will be expected to meet library and university requirements for reappointment, promotion, and permanent status.

APPLICATIONS:

Review of applications will begin **February 28, 2001**, and continue until the position is filled. Send letter of application, résumé, and names of three references to:

Jonathan LeBreton
Associate Director
Library 353
University of Maryland, Baltimore County
1000 Hilltop Circle
Baltimore, MD 21250

UMBC is an affirmative action, equal opportunity employer.

Late Job Listings

ACADEMIC RESIDENT REFERENCE LIBRARIAN. The College of Wooster is seeking a recent graduate of a school of library and information science for its Academic Residency Library Program. The purpose of this program is to introduce a recent graduate to college librarianship and to give him or her a two-year learning experience focused in one or more areas of the library's operation, with the opportunity to learn about and grow in other areas, as well. Responsibilities will include the following: reference service to the libraries' clientele, responsibility for the Student Reference Assistant Program, reference consultations, and library Web redesign. It may also include library instruction for students and revision of the libraries' Web pages. The Residency will be for two years, beginning May 15, 2001. The position will require half-time work from May 15-August 14, and full-time work from August 15-May 14. Salary: \$25,900/year, plus full-time college benefits. Required Qualifications: Recent completion of an MLS from a graduate school of library/information science accredited ALA, reference experience and/or course work, Web-design experience and/or course work. The search will conclude when the position has been filled. Candidates should send a letter of application, résumé, and the contact information of three references to: Damon D. Hickey, Director of Libraries, The

REFERENCE LIBRARIAN

University of Maryland, Baltimore County

UMBC, an honors university serving approximately 9,000 undergraduate and 1,500 graduate students, is one of two public universities in Maryland to achieve the "doctoral/research university-extensive" Carnegie classification. Located just outside Baltimore and 45 minutes from Washington, D.C., the campus is growing rapidly under dynamic leadership. The University's ongoing commitment to strengthen the Library has led to investment in extensive technological development and online resources (see www.umbc.edu/library), complementing a superb facility enlarged and renovated in 1995, and holding more than 800,000 volumes.

We seek a librarian who enjoys the challenge of meeting a wide range of service responsibilities, including providing reference services (including shared evening and weekend hours), class instruction, and working with faculty to improve services and collections.

REQUIREMENTS: ALA-accredited MLS required; demonstrated analytical, organizational, interpersonal, excellent oral and written communication skills, competency in an electronic environment, strong service/teaching orientation, and knowledge of reference resources are required. One year of professional academic library reference experience, demonstrated knowledge of HTML/Web development preferred.

UMBC is a highly selective and diverse campus; candidates must demonstrate ability to strengthen library services to a diverse user group.

SALARY AND BENEFITS: Position is a 12-month library faculty appointment at anticipated rank of Librarian I. Rank and salary commensurate with qualifications. Comprehensive benefits. The successful candidate will be expected to meet library and university requirements for reappointment, promotion, and permanent status.

APPLICATIONS: Review of applications begins **February 28, 2001**, and continues until the position is filled. Send letter of application, résumé, and names of three references to:

Jonathan LeBreton
Associate Director
Library 353
University of Maryland, Baltimore County
1000 Hilltop Circle
Baltimore, MD 21250

UMBC is an affirmative action, equal opportunity employer.

College of Wooster, Wooster, OH 44691. Equal opportunity, affirmative action employer and drug-free workplace.

DEVELOPMENT AND COMMUNITY RELATIONS OFFICER. The Virginia Commonwealth University (VCU) Libraries invites applications and nominations for Development and Community Relations Officer. The VCU Libraries is revitalizing its development and external relations program, including its Friends of the Library, Cabell Associates, publications, and development activities, and seeks an energetic and creative individual to help lead its efforts. Reporting to and working closely with the Executive Director of the VCU Libraries, the Development and Community Relations Officer will create, manage, and carry out development and community relations activities and initiatives for the VCU Libraries. Responsible for the VCU Libraries' development program. Coordinate publication program and publicity communications with external communities. Plan and implement (with others) the Libraries' Friends programs, lecture series, and other events. **Qualifications:** Experience and/or training in community relations and publication and publicity programs preferred. Experience and training in development highly preferred, including major gifts solicitation and campaign experience. Minimum four-year college degree, preferably in public administration, communications, liberal arts, or related field is required; an ALA-accredited MLS or equivalent or master's degree in a suitable discipline is preferred. Salary: \$38,000-\$42,000 per annum. For more information on this position and the VCU Libraries, please see the Web page for this position at: <http://www.library.vcu.edu/admin/admdev00.html>. Submit résumé and names, addresses, and phone numbers for three references to: John Ulmschneider, Executive Director, VCU Libraries, **Virginia Commonwealth University**, 901 Park Avenue, Richmond, VA 23284-2033; phone: (804)

COORDINATOR OF INFORMATION SERVICES

University of Dayton

DESCRIPTION: The University of Dayton's Roesch Library is seeking an experienced and innovative librarian with a client-focused vision of academic reference services to provide leadership for the information services department. The University of Dayton is one of the nation's 10 largest Catholic universities and Ohio's largest private university, with an enrollment of 10,000 students, including 6,400 undergraduates. Roesch Library's staff of 13 faculty and 26 paraprofessionals provides support to more than 70 undergraduate and graduate academic programs. Collections include over 1 million volumes and 3,000 serial subscriptions, all accessed by an Innovative Interfaces system. The University Libraries are full members of the OhioLINK consortium. More information about the University of Dayton is available at: <http://www.udayton.edu>.

POSITION: The Coordinator of Information Services directly supervises two librarians and two reference assistants. The Coordinator of Information Services also serves as Reference Team Leader. The Team is composed of eight librarians, including the Information Services Coordinator, and three reference assistants. This position reports to the Head of Client Services.

RESPONSIBILITIES: Provides vision and leadership for the information services department and the Reference Team; works with team members to provide an identity for the department that emphasizes a commitment to client service and innovation; is willing and able to investigate and implement new methods of providing reference assistance utilizing emerging technologies; manages the operation of the department and the team including the reference desk schedule, statistics gathering, and supervision of the department staff, including students; maintains the reference collection including selection and weeding; participates in the development and design of the library Web site; manages the DayNet (resources) portion of the library Web site; provides user assistance through daily, evening, and weekend desk duty; works with the Head of Client Services and the Information Technology staff to ensure optimum computer and networking services in the reference area; works with the Coordinator of User Education on shared issues; participates in the library instruction and information literacy program by teaching classes and providing demonstrations, tours, and workshops; and serves as subject selector for assigned academic areas.

REQUIRED QUALIFICATIONS: MLS from an ALA-accredited program; minimum of seven years' post-MLS, progressively responsible information service experience, primarily in an academic setting; significant supervisory experience, including professional staff, and a commitment to training and mentoring; well-developed management and decision-making skills; demonstrated familiarity with technology as it relates to information services; knowledge of and experience with the materials selection process; flexibility in adapting to change; strong service orientation and collegiality; excellent verbal and written communication skills; and evidence of ability to meet university requirements for promotion and tenure. Preferred Qualifications: Library instruction experience and experience with government documents reference.

This position is full time (35 hours), twelve month, and tenure track. University of Dayton librarians are required to fulfill faculty responsibilities including professional service, scholarship, and publication activities. The library allows some release time for these activities. Finalists for this position will be required to make a 20-30-minute oral presentation on an issue relating to reference services in academic libraries. Benefits include 22 days' vacation per year, opportunity to participate in health insurance plan, and TIAA-CREF. Salary will be dependent on qualifications and experience. Salary minimum: \$42,000.

TO APPLY: Send a cover letter, résumé, and the names, telephone numbers, and addresses of three professional references to:

**Kathleen Webb
Head of Client Services
University of Dayton
300 College Park
Dayton, OH 45469-1360**

APPLICATION DEADLINE: **March 15, 2001.** Expected starting date is July 1, 2001.

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



TRINITY UNIVERSITY

Director of the Library

Trinity University invites applications and nominations for the position of Director of the Library.

POSITION: Chief administrative officer of Trinity University's Elizabeth Huth Coates Library. Reports to Vice President for Information Resources and Administrative Affairs. Overall responsibility for Library's collections, programs, and services including long-range planning and development, advocacy, policy, personnel, budget, acquisitions, facilities, and technology. Represents Library to administration, faculty, students, and public. Responsible for collaboration with and support of University's academic programs.

QUALIFICATIONS: MLS or equivalent professional degree from ALA-accredited institution (additional graduate degree in academic discipline preferred); proven administrative skills (preferably in academic library setting); demonstrated experience in planning and implementing integrated library systems; understanding of major issues and challenges facing higher education in general and undergraduate academic libraries in particular; substantive knowledge in information technology and library services; strong analytical, organizational, problem-solving, interpersonal, and communication skills; demonstrated ability and willingness to work collaboratively and foster cooperation with various constituencies across the University; commitment to enhancing and facilitating library use by faculty and students; record of dealing successfully with changing information, teaching and learning, research, and technological needs and issues; and ability to provide creative leadership in articulating and implementing Library's appropriate role as intellectual center of University.

SALARY: Highly competitive and commensurate with qualifications (minimum \$75,000). Position carries 12-month contract, TIAA-CREF, and other benefits.

SCHEDULE: Search Committee will begin considering applications on **February 28, 2001**, and continue to accept applications until position is filled. Preferred starting time for new Director: summer 2001.

THE ELIZABETH HUTH COATES LIBRARY: The Coates Library, with 164,307 square feet of finished space, has a collection of almost 900,000 volumes of books and bound periodicals, plus sizable holdings of government documents, microforms, and electronic and media resources. The Library utilizes the "Endeavor/Voyager" library information system. The Director supervises a staff of more than 60 people and administers a total annual budget in excess of \$3 million.

TRINITY UNIVERSITY: Founded in 1869 and moved to San Antonio, Texas, in 1942, Trinity University is a highly selective, independent, coeducational, primarily undergraduate, predominantly residential institution. Committed to excellence in the liberal arts and sciences, Trinity also offers a few selected professional and preprofessional programs as well as five graduate programs. Enrollment of approximately 2,400 undergraduate and 250 graduate students represents all areas of the United States and many foreign countries. A strong endowment permits distinctive and exciting opportunities for students and faculty. Trinity's modern and attractive campus overlooks downtown San Antonio, a city rich in heritage and ethnic and cultural diversity with a metropolitan population of slightly over one million.

HOME PAGE: For additional information regarding the Elizabeth Huth Coates Library and Trinity University, visit the University's homepage at: <http://www.trinity.edu>.

APPLICATION: Letter addressing applicant's qualifications and understanding of role of library in institutions such as Trinity University; current curriculum vitae; and names, mailing and e-mail addresses, and telephone numbers of four references. Please send to:

William O. Walker, Jr.
Chair, Library Director Search Committee
Department of Religion, Trinity University
715 Stadium Drive
San Antonio, TX 78212-7200
Telephone: (210) 999-8105; Fax: (210) 999-7305
E-mail: wwalker@trinity.edu

*Trinity University is an equal opportunity, affirmative action employer,
committed to attracting and retaining a diverse student body, faculty, and staff.
Women and members of minority groups are especially encouraged to apply for this position.*

DIRECTOR OF MASON LIBRARY

KEENE STATE COLLEGE

Keene State College invites applications for the position of *Director for Mason Library* beginning July 1, 2001. Keene State College is an affiliate of the University System of New Hampshire. The College is a public comprehensive college located in the scenic Monadnock region of southwestern New Hampshire. Keene State College and its teacher education programs are NEASC/NCATE-accredited. The College has an enrollment of approximately 3,800 undergraduate students, 100 graduate students and 800 continuing education students. The KSC library houses approximately 300,000 paper volumes and has active subscriptions to more than 1,200 periodicals, newspapers, and annual publications. It also enjoys a unique partnership with the Keene Public Library, combining collections and services through the KeeneLink electronic catalog. To learn more about Keene State College, the University System of NH, and the Keene Community visit these websites: www.keene.edu/ or www.keenesentinel.com/toplist.shtml

Under the administrative review of the Vice President of Academic Affairs, the Director is responsible for supervising and leading the library as a center of support for teaching and scholarship in the following ways:

- Working with teaching faculty to strengthen academic programs;
- Leading the development of library faculty and staff;
- Assessing and developing the library's collections and services to assure excellent support of the College's curriculum;
- Strengthening the library's traditional resources in books and print media while developing new resources in electronic media and technology; and
- Communicating with faculty, students, and appropriate administrators regarding library practices and policies.

Duties and Responsibilities: Overseeing and coordinating library services for the campus; ensuring the provision of core information services; providing optimal and appropriate access to well-developed collections and services; ensuring the development and implementation of mission, policy, and long-range goals (coordinated and consistent with the College's mission and policies); establishing and overseeing the organization's budgets; providing leadership and direction for accreditation, certification, and reporting processes; exercising indirect responsibility for all building and material resources of the organization; spearheading the building project; representing the Library to the campus and to local and regional communities; and participating on such College committees as President's Council, Dean's Council, Academic Affairs Administrative Council, as well as various external groups- New Hampshire College and University Council (NHCUC) Libraries Committee and University System of New Hampshire (USNH) Libraries Committee. Also responsible for supervising and convening the library's faculty and staff and for supervising the organization's Administrative Assistant. Must maintain a high level of awareness of trends and resources in higher education academic libraries. Other duties as assigned.

Qualifications: ALA-accredited Master's degree in Library/Information Science; PhD in a traditional academic area strongly preferred. Three to five years of administrative experience in an academic library, preferably in a traditional undergraduate setting, with evidence of progressive responsibility; thorough knowledge of library automation; experience in collaborative IT initiatives; experience in strategic planning and budget management; strong interpersonal, communication, and organizational skills; demonstrated ability to lead, work effectively with groups, and supervise staff; and ability to work collaboratively with others in an evolving organization and a rapidly changing information environment. **Other Preferred Qualification:** Teaching experience in a traditional academic area.

The compensation package is commensurate with qualifications and experience. Review of applications will begin immediately, and will continue until the position is filled. To apply, send a letter of application addressing the above responsibilities and qualifications, curriculum vitae, and three letters of reference to Library Director Search, Office of Human Resource Management, Keene State College, 229 Main Street, Keene, NH 03435-1604.



KEENE STATE COLLEGE

Keene State College is an Affirmative Action/Equal Opportunity Employer and is engaged in an effort to build a community that reflects the diversity of society

ASSOCIATE DIRECTOR (TWO POSITIONS)

East Carolina University

Associate Director for Collections (New Position)

(Position is contingent upon approval of classification.) Joyner Library, East Carolina University (ECU) seeks an experienced, innovative individual to lead the development of an increasingly research-oriented collection. The AD for Collections coordinates overall Library collection development and collection management functions. Directs Library collection development planning to meet the teaching, learning, and research needs of a growing university; coordinates cooperative collection-building activities with the Health Sciences Library and other state and regional consortia; participates in the management of the Library, including administration, budgeting, and strategic planning; establishes and maintains effective relationships with Library clientele, University administrators, and consortia partners; coordinates collections-related activities with academic departments, faculty, and students; directs assessment activities that ensure the most effective expenditure of the materials budget. Responsibilities include articulating and communicating a vision for quality collection development; coordinating and integrating the growth of print and electronic collections; providing strategic vision and assisting development of research collections in all departments; coordinating materials budget allocations. Works closely with the Head of Collection Development to coordinate acquisitions, weeding, and the operational aspects of collection development. Negotiates with vendors and consortia for major electronic purchases. Presents innovative and strategic collection development proposals for consideration by the faculty, the Library Director, and the Health Sciences Library.

REQUIRED QUALIFICATIONS: ALA-accredited master's degree or international equivalent. A record of substantial, progressively responsible experience in collection development in a medium or larger academic library; demonstrated proficiency in financial management and budgeting; strong assessment and analytical skills; experience with licensing of library resources and the delivery of digital content; familiarity with copyright compliance issues; knowledge of emerging technological trends in library collections; excellent leadership, interpersonal, communication, and consensus-building skills; and a significant record of professional activity. The successful candidate will possess a thorough understanding of the research process in a university setting. Interviewees will present a brief talk as a part of the interview process.

PREFERRED QUALIFICATIONS: Strong user orientation. Second master's degree.

Associate Director for Administrative & User Services

Joyner Library, East Carolina University (ECU) seeks an enthusiastic individual with a strong commitment to outstanding public service. The AD takes a leadership role in planning and implementing services to meet the teaching, learning, and research needs of a growing university; actively participates in cooperative activities with the Health Sciences Library and with statewide and regional consortia; participates in the management of the Library, including administration, budgeting, strategic planning, and personnel decision making; establishes and maintains effective relationships with Library clientele; initiates and directs assessment activities to ensure high-quality service. The AD acts for the Library in the absence of the Director.

REQUIRED QUALIFICATIONS: ALA-accredited master's degree or international equivalent; substantial post-MLS experience with public service in an academic library of comparable size; demon-

(continued on next page)

828-1105; fax: (804) 828-0151; e-mail: john_ulmschneider@vcu.edu. Virginia Commonwealth University is an equal opportunity, affirmative action employer. Women, persons with disabilities, and minorities are encouraged to apply.

REFERENCE LIBRARIAN AND LIAISON TO THE SCHOOL OF NURSING AND THE SCHOOL OF ALLIED HEALTH. Search # 01A302. Under the general direction of the Head of the Research and Information Services Area at the University of Connecticut Libraries, provide reference service, research assistance, and instruction; create print and Web-based guides and tools; develop knowledge management products and library collections in liaison subject areas. Working as a member of an Area Team, assist in the development and implementation of Area services, policies, and procedures. Serve as the Libraries' liaison to the Schools of Nursing and Allied Health. Regular evening and weekend hours are required. The complete job description is available at: <http://www.lib.uconn.edu/jobopps/>. Qualifications include: ALA-accredited MLS; background in a health sciences field or related academic discipline; strong motivation and enthusiasm for reference work; experience with computer applications in libraries; the ability to

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strated competence in management and budgeting; knowledge of emerging technologies; excellent leadership, interpersonal, communication and consensus-building skills; and a significant record of professional activity. The successful candidate will possess strong problem-solving abilities and analytical skills. Interviewees will present a brief talk as a part of the interview process.

PREFERRED QUALIFICATIONS: Experience in managing a public service unit and in assessment of library services. Knowledge of copyright issues and digitization initiatives. Second master's degree.

RANK, SALARY, AND BENEFITS: Twelve-month tenure-track faculty position. Professional achievement, service, and research/creative activity are required for tenure and promotion. Salary commensurate with experience; \$65,000 minimum. The salary is supported by a comprehensive benefits package, including TIAA-CREF.

Academic Library Services (ALS), which includes the main library (Joyner) and the Music Library, supports the campus community's mission of teaching, research, and service through its collection of over 1 million volumes; 4,763 current subscriptions; more than 130 databases; 1.6 million microforms; and extensive collections of government documents, maps, manuscripts, and archival records. ALS has a \$2.6 million materials budget and a growing endowment currently in excess of \$1 million. The Library employs a staff of 109, including 37 faculty positions. A \$35 million expansion and renovation project has doubled the size of the facility. East Carolina University was granted Doctoral II (now Doctoral/Research-Intensive) status in 1998, which has fostered growth in library collections and research. The Library is a member of the Association for Southeastern Research Libraries and SOLINET. For additional information, visit the Library's Web site at: www.lib.ecu.edu.

Located in Greenville, North Carolina, East Carolina University enrolls nearly 18,000 students and consists of the College of Arts & Sciences and 12 professional schools. A constituent institution of the University of North Carolina System and the third largest of the 16 campuses, ECU will substantially benefit from a recently passed \$3.1 billion bond referendum for public higher education in North Carolina. ECU is the primary educational, cultural, economic, and medical resource for the eastern region of the state. Enrollment over the next 10 years is expected to increase substantially. ECU is located within a two-hour drive of the Research Triangle Park, Raleigh, and the state's southern beaches.

APPLICATION PROCESS: Screening of applicants will begin **March 1, 2001**, and continue until the position is filled. Send letter of application, résumé, copies of all transcripts, and three current letters of reference (may be mailed separately) to:

**Search Committee
Associate Director
Becky Foster, Processing Assistant
Joyner Library
East Carolina University
Greenville, NC 27858-4353**

ECU is an equal opportunity, affirmative action employer and accommodates individuals with disabilities. Applicants must comply with the Immigration and Reform and Control Act. Official transcript of highest degree earned required upon employment.

work with diverse users and staff; excellent oral and written communication skills; and excellent instructional skills. **Desired Qualifications:** Advanced degree in a health sciences-related field in science or social science; success in academic liaison work; significant contributions to the profession; and the ability to produce Web-based guides and resources. **Anticipated Hiring Range:** \$32,407–50,726. University benefits include 22 paid vacation days per year, 12 paid state holidays, excellent health and retirement plans, and tuition waivers. The University of Connecticut, established in 1881, is a Carnegie Research I University. It was recently cited as one of the top 20 public universities in the nation and is engaged in Uconn 2000, an ambitious 10-year \$1 billion campus building project. The main campus, situated in Storrs on 3,100 acres of woodlands and rolling hills, is located approximately 30 miles from Hartford, the state capital, and midway between Boston and New York City. There are approximately 21,750 students systemwide. A member of the Association of Research Libraries, the Libraries are technologically advanced and recognized as an exciting center of intellectual life on campus. The Libraries are organized in team-based structures and are engaged in ongoing strategic programs. A dynamic organization, the Libraries offer creative, service-oriented individuals an exceptional opportunity for personal

DIRECTOR OF LIBRARY SERVICES

The Richard Stockton College of New Jersey

The Richard Stockton College of New Jersey is an innovative, residential, liberal arts and sciences college with a student body of 6,300 and a recognized record of academic excellence. Stockton, one of nine senior public Colleges in New Jersey, is located on a 1,600-acre campus in southern New Jersey, 15 miles from the Atlantic Ocean, one hour from Philadelphia, and 2.5 hours from New York City. Baccalaureate degrees are awarded in 27 academic programs and master's degrees in six graduate programs. The College has a mission to meet the needs for master's-level graduate education in southern New Jersey and currently provides programs in physical therapy, occupational therapy, nursing, business studies, Holocaust and genocide studies, and instructional technology. Plans call for the establishment of additional programs in the near future. Full-time faculty number 211; 95 percent of the faculty hold terminal degrees. The College recognizes the importance of information literacy in creating a new generation of leaders, and the library faculty are actively engaged in enriching the curriculum.

DIRECTOR OF LIBRARY SERVICES: Richard Stockton College invites applications and nominations for the position of Director of Library Services. The recently renovated library facility encompasses 65,000 square feet of space in the center of the college's educational complex and includes a dedicated electronic classroom for information literacy instruction. The library has a protected formula driven acquisitions budget of \$778,000. Library resources include over 292,000 volumes and approximately 1,400 active periodical subscriptions and 3,500 online full-text periodicals. The library has made a major commitment to technology and has its own electronic classroom. Interested candidates can review the library's resources by visiting the college's Web site at: www2.stockton.edu.

RESPONSIBILITIES: The Director of Library Services reports to the Vice President for Academic Affairs and provides leadership for a staff of 7 professional librarians, 21 support staff, 5 part-time librarians, and a number of student assistants. The Director oversees and coordinates library planning, budgeting, fundraising, personnel selection and supervision, and management of library services, which includes an information and education literacy program. The new Director will be expected to take a leadership role in serving traditional instruction as well as emerging technology-mediated instructional modes. Active collaboration with the College's nationally recognized Institute for the Study of College Teaching is also expected.

QUALIFICATIONS: Minimum of an MLS from an ALA-accredited institution; five or more years of increasingly responsible managerial experience in a college or university library; knowledge of current issues and trends in higher education; leadership experience with emerging technologies and their implementation in academic library management; demonstrated understanding of the library's mission in a growing public college; demonstrated ability to develop, supervise, and maintain productive and collaborative relationships within the library and beyond and to foster this ability in others; demonstrated effective decision-making abilities; excellent oral and written communication skills; successful budgetary management skills and commitment to development of private support; record of scholarship and the ability to support the same in others.

In addition to the minimum qualifications, preference will be given to candidates holding a Ph.D., either in library science or in another area. The successful candidate will have demonstrated the ability to apply the library's technological resources in support of changing modes of instruction, and to prepare students to take advantage of new library technologies. The candidate will also be able to articulate a vision of the 21st-century library and its role in the institution, and to be an effective advocate for that vision. Salary is competitive and based on qualifications and experience. Applications must include a letter of interest, curriculum vitae, and the names and telephone numbers of three references qualified to comment on the qualifications outlined above. Please send to:

**Library Search Committee
Office of the Vice President for Academic Affairs
Richard Stockton College
AA69, P.O. Box 195
Pomona, NJ 08240-0195**

Screening begins **February 19, 2001**, and will continue until the position is filled.

*Stockton is an equal opportunity, affirmative action employer.
Women and minorities are encouraged to apply. R012902*

AFFIRMATIVE ACTION RESIDENCY (TWO POSITIONS AVAILABLE)

University of Minnesota, Twin Cities

The University of Minnesota Libraries, Twin Cities Campus, has a strong commitment to equal opportunity and affirmative action and offers an Affirmative Action Residency Program to increase the number of librarians from underrepresented populations in academic research libraries.

This continuing program is designed to attract recent graduates or librarians who are working in public, special, or other libraries, to academic research librarianship. The University of Minnesota Libraries will introduce the successful candidates to librarianship in a large, research-oriented environment. During the two-year program, the residents will have senior colleague mentors, will work in rotations in public and technical services, and will have significant opportunities to participate in professional development and leadership training.

REQUIRED QUALIFICATIONS: MLS from an ALA-accredited program or its foreign equivalent (degree requirement must be fulfilled by time of appointment). This program focuses on members of underrepresented groups at the University of Minnesota and in academic librarianship. These are African-American, American Indian, Asian, and Hispanic. The positions are full-time, two-year, academic/professional positions at the Assistant Librarian rank, with a minimum salary of \$35,000 plus excellent benefits, moving allowance, and generous professional development and travel support.

RECRUITING SCHEDULE: Positions are available August 1, 2001. Applications will be accepted until positions are filled. Nominations are strongly encouraged.

APPLICATION PROCEDURE: Applicants should send a letter of application discussing background, experience, and reasons for interest in the Residency Program; a current résumé; and names, addresses, and telephone numbers of three references to:

Linda DeBeau-Melting
Libraries Human Resources Director
University Libraries
499 Wilson
309 19th Avenue South
Minneapolis, MN 55455

Please identify application with number UL132.

The University of Minnesota is an equal opportunity educator and employer.

growth and learning. Applications will be accepted until the position is filled. Send letter of application, résumé, and names, addresses, and phone numbers of three references to: Deborah Stansbury Sunday, Administrative Librarian, **University of Connecticut Libraries**, Box U-1005A, 369 Fairfield Road, Storrs, CT 06269-1005. The University of Connecticut has a strong commitment to diversity. We actively encourage minorities and people with disabilities to apply.

ACRL offers free Placement Center in Denver



- List your job opening at the Placement Center at the ACRL National Conference in Denver. March 15-18, 2001.
- Visit <http://www.ala.org/acrl/denver/overview.html> to complete employer and job-seeker forms.

Questions? Contact mmoore@ala.org.