

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

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

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

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

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

Contact: Elise Parker, Classified Advertising Manager, C&RL News Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513; fax: (312) 280-7663 or (312) 280-2520; e-mail: c&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 life-style, or national origin." By advertising through ALA services, the organization agrees to comply with this policy.

POSITIONS OPEN

ASSISTANT DIRECTOR, REFERENCE AND ACCESS SERVICES. The State University of New York (SUNY) College at Oneonta invites applications for the position of Assistant Director, Reference and Access Services. This is a 12-month, tenure-track faculty position. The successful candidate will be a highly motivated, creative librarian with outstanding management skills to direct public services including reference, library instruction, Web site development, circulation, reserves, ILL/document delivery, and library outreach. Responsibilities include leading a staff of six librarians and seven clericals and also teaching in the library's instruction program and providing reference service, including rotation in the night/weekend schedule. Qualifications Required: Master's degree from an ALA-accredited program; strong background in reference sources and services; proven management and supervisory skills; excellent oral and written communication skills; and strong project management and organizational skills. Preferred: Record of leadership in introducing successful, innovative, customer-focused public services; five years of substantive, progressively more responsible, managerial experience in an academic library; and ability to work cooperatively with others. To Apply: Send letter of application, résumé, and the names, addresses, and phone numbers of three professional references to: Sally Goodwin, Milne Library, SUNY Oneonta, Oneonta, NY 13820. For additional information about the College, please see the college's homepage at: <http://www.oneonta.edu>; or visit our Chronicle Profile Webpage at: <http://chronicle.com/jobs/profiles/2557.htm>. SUNY Oneonta is an EEO/AA/ADA employer.

CATALOGING/REFERENCE LIBRARIAN. Required: MLS from ALA-accredited program. Close: May 30, 2003. Casper College, Casper, Wyoming. Phone: (307) 268-2727; www.caspercollege.edu. Equal opportunity employer, M/F/H/V.

DIRECTOR, TECHNICAL AND ACCESS SERVICES. Assistant/Associate Professor, Southern Illinois University Edwardsville (SIUE), Library and Information Services. Responsibilities: The Director of Technical and Access Services (TAS) is responsible for managing all units of the department: Acquisitions, Bibliographic Control, Bindery and Processing, and Access Services. The Director reports to the Dean of Library and Information Services. Primary Responsibilities: Manage all Technical and Access Services personnel; oversee annual evaluation of work performance and development plans for all departmental faculty (4), professional staff (0), and civil service staff (14); develop policies and procedures for Technical and Access Services; monitor and evaluate their implementation and effectiveness; participate in overall LIS planning, consultation, and management activities; work with the Dean and appropriate LIS staff to assign resources for Technical and Access Services operations and projects; apprise and advise other library personnel on all department policies and procedural changes; represent the library in state and national organizations, as appropriate; remain current with library

Salary guide

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

Connecticut	\$34,172
Delaware	\$22,500**
Illinois	\$30,096*
Indiana	varies*
Iowa	\$23,911
Louisiana	\$26,000
Maine	varies*
Massachusetts	\$31,362*
New Jersey	\$36,503
North Carolina	\$27,641**
Ohio	\$25,198**
Pennsylvania	\$30,249*
Rhode Island	\$29,800
South Carolina	varies*
South Dakota	\$22,000
Texas	\$30,000
Vermont	\$26,464
West Virginia	\$22,000
Wisconsin	\$32,700

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

**These recommendations apply only to public librarians.

trends, issues, and practices and apprise colleagues of developments; meet the requirements for tenure and promotion. Terms of Appointment: Assistant or Associate Professor, 12-month, tenure-track, continuing contract. Excellent fringe benefits program. More information is available at: <http://www.siu.edu>. Contract available August 2003. Qualifications Required: MLS from an ALA-accredited library school; minimum of six years of progressively responsible and successful experience in management in academic libraries; demonstrated knowledge MARC 21 formats and bibliographic utilities such as OCLC; extensive experience in one or



MIDDLE TENNESSEE STATE
UNIVERSITY LIBRARY

USER SERVICES LIBRARIAN

Middle Tennessee State University

Reference and Instructional Services (401100)

POSITION DESCRIPTION

Create innovative electronic instructional resources; provide leadership Web page design; help develop, evaluate, and teach library instruction classes; provide reference service; and select reference resources. 12-month appointment, faculty rank and status.

QUALIFICATIONS

Required: ALA-accredited master's degree required by hire date; demonstrated ability to create Web pages/tutorials; ability to work effectively and cooperatively in a team environment; broad knowledge of print and electronic reference sources; a strong service focus; and excellent communication and organization skills.

Desired: Subject knowledge of business, science, or legal resources.

SALARY AND BENEFITS

Highly competitive salary and generous benefits. Rank commensurate with qualifications.

APPLICATION PROCEDURE

Please see complete job description at: <http://www.mtsu.edu/~library/vacs.html>.

Review of applications begins **April 15, 2003**, and will continue until the position is filled. Please forward letter of application that identifies the position number, résumé with contact information including e-mail address, and the names of three references to:

William K. Black
Administrative Services Librarian
Walker Library
P.O. Box 13
Middle Tennessee State University
Murfreesboro, TN 37132

ENVIRONMENT

Middle Tennessee State University (MTSU) is a Carnegie Doctoral Research Intensive University with 21,200 students, located 30 miles southeast of Nashville. The university is in the process of seeking a Phi Beta Kappa Chapter. Commitment to excellence in teaching, research, publication, and service is expected for all positions. As one of the fastest-growing universities in the south, MTSU is a dynamic institution with a commitment to diversity, valuing excellent teaching and fostering initiatives in research and public service. The new university library lies at the heart of the MTSU educational experience. Murfreesboro is located in central Tennessee, 30 miles south of Nashville. This historical city offers a rich cultural and recreational life and easy access to a variety of attractions within the state and region.

Middle Tennessee State University, a Tennessee Board of Regents institution, is an equal opportunity, affirmative action employer that values diversity. Minority candidates are encouraged to apply.

more of the following areas: acquisitions, bibliographic control, circulation and serials management; excellent written and verbal communication skills; the ability to work collaboratively in a team environment; strong interpersonal and public service skills. Qualifications Preferred: Experience negotiating licenses for electronic resources; experience with Endeavor's Voyager system. Salary Range: Negotiable dependent upon credentials and experience, with a minimum salary of \$60,000. Excellent fringe benefits. University Environment: SIUE, 20 minutes northeast of St. Louis, is a public comprehensive university situated on 2,600 acres of rolling land and woods along bluffs a few miles from the Mississippi River. It is an integral part of Illinois and the St. Louis metropolitan area and uses its suburban location to capitalize upon urban resources. As a premiere metropolitan university, SIUE is the first choice of a diverse pool of applicants. SIUE has a student population of over 11,000. Library and Information Services manages Lovejoy Library, Academic Computing (including responsibility for interactive video distance education technology), and Audiovisual Services. Lovejoy Library maintains a collection of more than 1,000,000 volumes and subscribes to more than 6,500 print and digital serials and periodicals. Additional information regarding the Library and University can be found at the Web site: <http://www.library.siu.edu/lib>. Closing Date for Applications: Initial review to begin July 2003 and to

remain open until position is filled. Submit letter of application and three current professional references to: Jay Starratt, Dean of Library and Information Services, Director, Technical and Access Services, Lovejoy Library, Southern Illinois University Edwardsville, Campus Box 1063, Edwardsville, IL 62026-1063. As an affirmative action employer, SIUE offers equal employment opportunity without regard to race, color, creed or religion, age, sex, national origin, or disability. Applications from women and minority groups are especially encouraged. SIUE is a state university. Benefits under state-sponsored plans will not be available to holders of F1 or J1 visas.

HEAD CATALOGER. Geisel Library at Saint Anselm College seeks an energetic Librarian for the position of Head Cataloger. This position reflects an increased need for online bibliographic control of both traditional and electronic resources and will report to the Head of Technical Services. Responsibilities: Routinely perform standardized original and complex cataloging in all formats; provide ongoing guidance to cataloging staff and manage department procedures manual; lead staff in the use of newly developing standards and tools; promote efficient and accurate cataloging and oversee realization of cataloging goals and objectives. Perform other duties as needed, including automated database authority

HEALTH SCIENCES/ DISTRIBUTED EDUCATION LIBRARIAN

Slippery Rock University

Slippery Rock University's Bailey Library seeks a creative, future-oriented, flexible individual who is experienced in an online environment. Primary responsibilities include reference, collection development, and library instruction for the health sciences departments, and coordination of library resources, services, and information literacy for the university's distance learning program. This individual also manages resource-sharing services (interlibrary loan and circulation), providing overall supervision for a staff of 3.5 FTE. This is a 9-month per year, tenure-track position at the instructor/assistant professor rank beginning August 2003.

For complete position responsibilities, see: www.sru.edu/pages/1844.asp.

QUALIFICATIONS: Required: ALA-accredited MLS; knowledge and/or experience in the health sciences; strong public-service orientation; excellent written and oral communication skills; and perceived ability to work productively with students and colleagues in an evolving environment.

Preferred: Academic library experience in reference, bibliographic instruction, interlibrary loan, electronic reserves, direct borrowing, and distance education programs. Supervisory experience and familiarity with Endeavor/Voyager desirable. Successful performance in an on-campus interview, including a presentation, is required.

TO APPLY: Send a letter of interest, résumé, graduate and undergraduate transcripts (official transcripts will be needed before hiring), and the names, addresses, and phone numbers of three references (one of whom must be a current or previous supervisor) to:

**Melba Tomeo
Jane Smith
Co-chairs, Health Sciences Librarian Search Committee
Bailey Library
Slippery Rock University
Slippery Rock, PA 16057
E-mail: melba.tomeo@sru.edu, jane.smith@sru.edu
Phone: (724) 738-2665, (724) 738-2638
Fax: (724) 738-2661**

Review of applications will begin **May 1, 2003**, and continue until position is filled.

Visit our Web site at: www.sru.edu. TTY: (724) 738-4881.

Affirmative action, equal opportunity employer.

control, systems tasks, and limited reference services. Qualifications: ALA-accredited MLS or equivalent. Advanced knowledge of and experience with AACR2r, MARC21, LCSH, LC classification, OCLC, and standard authority control procedures required. Also requires the ability to solve cataloging problems, strong computing skills, and the ability to implement new cataloging standards and procedures. Supervisory experience in technical services and the ability to succeed autonomously preferred. This salaried position includes opportunities for supervisory role, professional development, broad academic library experience, and implementing new technologies and services. The college is located one hour from Boston and is represented on the Web at: <http://www.anselm.edu>. Please send résumé, letter of interest, and list of references to: Human Resources, Alumni Hall (3rd Floor), **Saint Anselm College**, 100 Saint Anselm Drive, Manchester, NH 03102-1310. Saint Anselm College is an equal opportunity employer dedicated to a policy on nondiscrimination in employment. For a list of currently available positions, call the SAC Job Line: (603) 641-7378; or check our Web site: www.anselm.edu/hr.

HEAD OF TECHNICAL SERVICES. (Search Reopened) Auburn University at Montgomery (AUM) invites applications for the position of Head of Technical Services. AUM is a regionally accredited institution with approximately 5,000 students, including more than 800 graduate students in five schools: Business, Education, Liberal Arts, Nursing, and Sciences. This position is responsible for the management and supervision of the technical services operations (cataloging, acquisitions, and serials) of the library. This includes planning, implementing, and evaluating oper-

ations; establishing policies and procedures; setting priorities; sharing in the cataloging duties; providing training, evaluation, and supervision of the technical service staff. Technical Service librarians also provide rotating assistance on the library's reference desk. Requirements: A master's degree from an ALA-accredited program in library or information studies; three or more years of professional experience in an academic technical services environment; experience with cataloging of monographs and serials; knowledge of acquisitions processes; strong knowledge of AACR2, LCRI, LC classification, LCSH, and USMARC; experience working in a fully automated library environment. Desired: Reading knowledge of French, German, or Spanish; must be capable of working in a flexible environment; a record of publication; and a subject master's. This is a probationary, tenure-track position. Salary: \$42,000 minimum, commensurate with experience and abilities. Deadline: Review of applications will begin **May 30, 2003**, and will continue until the position is filled. Submit cover letter, résumé, names, addresses, and telephone numbers of three references, and copies of official transcripts to: Betty Tims, Chair, Head, Technical Services Search Committee, **Auburn University at Montgomery** Library, P.O. Box 244023, Montgomery, AL 36124-4023. AUM is an equal opportunity and affirmative action employer and educator, and does not discriminate on the basis of sex, race, color, religion, national origin, age, veteran status, disability, or any other legally protected status.

HEAD, DOCUMENT DELIVERY SERVICES AND INTERLIBRARY LOAN DEPARTMENT. Columbia University Libraries is searching for a dynamic, service-oriented individual to direct, develop, and expand Columbia's Document Delivery and Interlibrary Loan Services. Re-

DIGITAL INFORMATION SERVICES COORDINATOR

Swarthmore College

Swarthmore College is seeking a librarian to lead the library's initiatives to develop, enhance, and deliver digital collections and services. The position will have primary responsibility for the library's Web presence—it's design, usability, and content.

Because much of Swarthmore's digital library work is part of a larger collaborative effort with the libraries at Bryn Mawr and Haverford Colleges, this librarian will be expected to coordinate and participate in consortial project teams to identify, track, and apply evolving computing trends and best practices in the digital library field.

In addition, this person provides leadership and coordination for Swarthmore library staff who work on a range of digital service functions and campus technology resources including, but not limited to, electronic reserves, course management, public computing and multimedia. In this capacity she or he serves as a liaison between the library and the college's Information Technology Services department.

Furthermore, the Digital Information Services Coordinator serves as a member of the library's public services team, and as such provides reference services a minimum of six hours per week, including nights and weekends. The position also supports faculty and student use of digital library applications and Web authoring tools and participates in the library's instructional program.

QUALIFICATIONS: MLS from an ALA-accredited program or an equivalent degree; hands-on experience with Web services support in a technology-rich library or comparable information organization; awareness of trends in the application of information technologies to library public services, especially in an academic environment; knowledge of current and emerging technologies in digital library services; proven abilities in providing library reference and instruction; demonstrated experience with building collaborative professional relationships; demonstrated leadership and project management skills, especially the ability to lead diverse project teams that meet project goals and deadlines; demonstrated strong service orientation; demonstrated excellence in varied forms of written and spoken communication; demonstrated ability to develop and maintain new skills through continual self-education; demonstrated ability to adapt to new work situations, people, ideas, and procedures.

The qualified candidate will also possess many of the following technical skills: Demonstrated experience in planning or creating digital library collections; demonstrated experience in managing complex Web sites and applications; demonstrated proficiency in Web development, especially the development of dynamic, database-driven content; demonstrated proficiency with desktop applications environments (especially useful is experience with public computing in multi-platform environments (Windows/Mac)); familiarity with applications and strategies for at least one of these areas: course management, content management, digital asset management; familiarity with existing and emerging metadata standards (MARC/Dublin Core/VRA, etc.); familiarity with structured markup languages (XML/SGML) and scripting languages (PERL/PHP/JavaScript).

SALARY MINIMUM: \$3,917 per month.

TO APPLY: Review of resumes will begin June 1, 2003, and continue until the position is filled. Interviewing will take place at the annual ALA conference in Toronto. Send résumé and cover letter to:

Peggy Seiden
College Librarian
Swarthmore College
500 College Avenue
Swarthmore, PA 19081
Fax: (610) 690-2040
E-mail: jobapps@swarthmore.edu

Swarthmore College is an equal opportunity employer committed to excellence through diversity.

porting to the Director for Technical Support and Acquisitions, this individual will provide strategic direction for all consortial borrowing and lending functions, oversee ILL operations, and supervise an Assistant Department Head, seven full-time staff members, and 2.5 FTE student assistants. The successful candidate will explore new ways of providing patron-focused, cost-effective, state-of-the-art delivery services and represent Columbia nationally as an expert in the area of borrowing and lending. The Columbia University Libraries is the 10th largest academic library system in North America, with holdings of over 7.5 million volumes. The collections are organized into

22 libraries, each corresponding, generally, to a specific academic or professional discipline. Requirements: An accredited MLS (or equivalent combination of education and experience); supervisory experience; and knowledge of interlibrary loan operations, electronic delivery services, and bibliographic searching. Strong organizational, analytical, and communications skills are required. Working knowledge of one or more European languages is preferred, along with previous interlibrary loan/document delivery experience and familiarity with licensing and intellectual property issues. Salary Ranges for this PC III Position: Librarian I: \$46,200–\$57,750; Librarian II: \$48,700–



PROGRAM COORDINATOR AND ASSISTANT PROFESSOR

University of Maine at Augusta

Library and Information Services (LIS), full-time, tenure-track, regular, 10-month.

The University of Maine at Augusta (UMA) is seeking applications and nominations for a Program Coordinator and Assistant Professor of LIS. This 10-month appointment begins August 15, 2003, and includes responsibility for coordination of UMA's global Web-based program in LIS, currently delivered to 700 students. The normal work year is mid-August to mid-June. The employee will also teach two LIS program courses per year. Additional responsibilities include, but are not limited to: supervision of 14 or more adjunct faculty members; budget management; curriculum assessment; general program oversight.

QUALIFICATIONS: Requirements: A minimum of a master's degree in Library/Information Science from an ALA-accredited institution; experience teaching at the college level; outgoing and service-oriented personality; must be comfortable and effective in a collaborative decision-making environment. Preferences: A Ph.D. in a related field is strongly preferred; experience teaching students at a distance.

SALARY: Mid-forties commensurate with qualifications and experience; excellent benefits package.

Review of applications begins immediately, continuing until filled. Applicants should submit a cover letter, current résumé, transcripts, and the names, addresses, and phone numbers of three professional references to:

**Administrative Services
LIS Coordinator Search
The University of Maine at Augusta
46 University Drive
Augusta, ME 04330**

We are an equal opportunity, affirmative action employer and provide reasonable accommodations to qualified individuals with disabilities upon request. The University of Maine at Augusta encourages and values diversity among its students, faculty, and staff. UMA is a member of the University of Maine System.

\$65,745; Librarian III: \$51,700-\$77,550; Librarian IV: \$56,700-\$82,215. Set in the Morningside Heights academic village, Columbia presents the unmatched dynamism, diversity, and cultural richness of New York City. We offer excellent benefits including 100% Columbia tuition exemption for self and family and assistance with University housing. Columbia will also pay 50% tuition for your dependent child who is a candidate for an undergraduate degree at another accredited college or university. For immediate consideration, please e-mail your résumé to: cul-recruiter@columbia.edu; or send it to: Human Resources, Columbia University, Box 18, Butler Library, MC 1104, 535 West 114th Street, New York, NY 10027. Please reference Search #UL70103015 and include your e-mail address. Screening of applications will begin May 1, 2003. Columbia University is an equal opportunity, affirmative action employer. Minorities and women are encouraged to apply.

INSTRUCTIONAL SERVICES LIBRARIAN. Union University seeks an innovative Instructional Services Librarian to support the learning experiences of students, faculty, and staff through proactive delivery of value-added library service and instruction. Minimum Required Qualifications: ALA-accredited MLS degree; excellent interpersonal communication, presentation, and organization skills; ability to work creatively in a collaborative, collegial environment; strong commitment to user-focused services; knowledge of traditional reference materials and electronic resources; familiarity with information literacy standards for higher education; and flexibility to handle multiple responsibilities in a changing environment. Other Preferred Qualifications: Technical facility with computers and technology; knowledge of issues related to user assessment of library services; conversant with emerging pedagogical issues related to the scholarship of teaching and engaged learning; and familiarity with Web design and presentation software. Application Process: Interested individuals should visit the University's professional opportunities Web page (www.uu.edu/humanresources/faculty/) for a full position announcement and instructions on the application process. Women and minorities are encouraged to apply.

REFERENCE AND ELECTRONIC SERVICES LIBRARIAN. North Carolina Wesleyan College (NCWC) seeks a dynamic service-or-

iented librarian to develop effective reference services for the Wesleyan community and to maintain and enhance the library's Web pages, Web resources, and automation system. This librarian will be responsible for providing effective reference service and for preparing subject guides, pathfinders, and other materials to support the information needs of Wesleyan students, faculty, and staff. He or she will create and maintain the library's informational and instructional Web pages. In cooperation with others, this librarian will provide instruction in information literacy, both in Rocky Mount and at off-campus locations. This is a full-time, 12-month position with some evening and weekend hours. NCWC is a dynamic, growing, liberal arts institution with approximately 825 traditional students on campus and 1,300 adult students in Raleigh, Durham, and Goldsboro. The student body, both on campus and off, is highly diverse. Required: Accredited MLS degree; strong technology skills, including Windows and Office applications, the Internet, e-mail, and electronic databases; experience in Web page design and with graphical Web authoring tools; a commitment to service; excellent communication skill, including oral, written, and interpersonal; excellent problem-solving skills; the ability to work well independently and as a member of a collaborative team. Desired: One to three years of academic library experience, preferably in reference and/or instruction. This is a tenure-track appointment at the rank of Assistant Professor. Competitive salary based on qualifications and experience and generous benefits package. Position available June 1, 2003. Review of applications will begin immediately and continue until a suitable candidate is identified. Women and minority candidates are encouraged to apply. For additional information, contact College Librarian Kathy Winslow, phone: (252) 985-5134; fax: (252) 985-5235; e-mail: kwinslow@ncwc.edu. To Apply: Send a letter of application, a résumé, copies of transcripts, and contact information for three professional references to: Darrell Whitley, Director of Human Resources, North Carolina Wesleyan College, 3400 North Wesleyan Boulevard, Rocky Mount, NC 27804. An equal opportunity, affirmative action employer.

REFERENCE/INSTRUCTION LIBRARIAN. University of Pittsburgh. This faculty librarian position participates in the Hillman Reference and Instruction Department, providing reference assistance to all mem-

HEAD OF STACKS AND STORAGE MANAGEMENT (ACCESS SERVICES)

University of Pennsylvania

SCOPE OF POSITION

The University of Pennsylvania Library has an excellent managerial opportunity for an enthusiastic public services librarian. The stacks operation in Van Pelt-Dietrich Library Center includes over 2.5 million volumes, and the High Density Storage facility has a capacity of 2 million volumes. The Head of Stacks and Storage Management reports to the Assistant Director for Access Services and supervises 12 full-time and one part-time staff members. The successful candidate will be part of the leadership team for the Access Services Department, work closely with collection development, technical processing, and document delivery/interlibrary loan staff, and play a key role in helping to develop new services for Penn patrons. The department comprises six units including Circulation, Reserves, Stacks, Data Maintenance, High Density Storage, and Current Periodicals/Microtext, with 3.5 librarians and 30 collective bargaining unit staff. The library uses Endeavor's Voyager Library Management System and offers a wide variety of patron-initiated services.

BACKGROUND INFORMATION

The Penn Library has a collection of over 5 million volumes, 39,000 print journal subscriptions, 4,700 electronic journals, and over 190 networked databases. Penn is a fully networked campus and is aggressively experimenting with and adopting new technology in research and teaching, including courseware support. In addition to increasing its print collections, Penn is working to build a digital library through a series of innovative projects and partnerships.

BROAD RESPONSIBILITIES

Under the direction of the Assistant Director for Access Services, provide leadership for the Stacks and High Density Storage units. Serve as a member of the management team of the Access Services Department, and act, as needed, as backup to the Assistant Director and to the other Access Services managers.

SPECIFIC DUTIES

- Responsible for administration of the Stacks unit (10 staff members), including hiring, training, and supervising staff; ensuring the quality of stacks maintenance; monitoring use of assigned carrels; developing and implementing policies and procedures; and working with collection management to plan for effective space utilization.
- Responsible for administration of public services for the High Density Storage facility, including hiring, training, and supervising the storage retrieval staff (2.5 staff members); developing and implementing policies and procedures; monitoring the quality of request processing and retrieval operations and initiating and directing new services related to the storage facility.
- Oversee collection of data and production of managerial reports related to stacks and storage operations, and present written and oral reports on same; develop new reports and other assessment tools as needed.
- Work closely with the Director for Collection Development, bibliographers, and other selectors to help identify items to be transferred to the storage facility and to plan for shifts in the stacks.
- Work closely with the Storage Processing Librarian and other technical processing staff to ensure

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bers of the university community. Provides library instruction sessions within the University Library System library instruction program. Participates in rotational schedule including weekends, evenings, and holidays as required to offer instruction sessions and reference support as scheduled. Primarily scheduled for Monday-Friday, 12:30 p.m.-9:00 p.m. Annual nine-month appointment covers fall and spring terms. Reports to the Head of Hillman Public Services. Librarians at the University of Pittsburgh are members of the faculty and are expected to contribute significantly to the profession as well as to perform their specific responsibilities. Successful reviews at years three and six lead to the granting of Expectation of Continuing Employment. Salary: \$2,500 per month minimum. Comprehensive benefits package including medical; TIAA-CREF, Vanguard; and tuition assistance. To Apply: Submit letter of application and résumé with the names, addresses, and phone numbers of three references to: William Gentz, Personnel Librarian, 271 Hillman Library, University of Pittsburgh, Pittsburgh, PA 15260. Review of applications will begin May 12, 2003, and continue until position is filled. Full position announcement available at: <http://www.library.pitt.edu/uls/employment/>. To learn more about the University Library System, visit: <http://www.library.pitt.edu/>. The University of Pittsburgh is an affirmative action, equal opportunity

employer. For more information on the University of Pittsburgh, please visit: <http://www.pitt.edu/>.

REMOTE REFERENCE SPECIALIST. Brigham Young University (BYU) Provo, Utah. BYU, an equal opportunity, affirmative action employer, sponsored by The Church of Jesus Christ of Latter-day Saints, requires observance of Church standards. Preference is given to applicants who are Church members. This position is responsible to plan, coordinate, manage, and evaluate reference services to external users. To Apply: Review the complete job listing (position #001443) at <http://www.byu.edu/hr/employment/faculty.html> and submit résumé, names of three references, and BYU employment application form (download from above URL) to: Cali O'Connell, Library Human Resource Services, 2068 HBL, Brigham Young University, Provo, UT 84602.

SPECIAL COLLECTIONS CATALOGER. The University of South Florida (USF) Library System seeks qualified candidates for a Special Collections Cataloger. USF is a comprehensive, metropolitan state university, serving more than 39,000 students in nine colleges on four campuses in Tampa, Lakeland, St. Petersburg, and Sarasota. Among the

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efficient and accurate processing of materials transferred to High Density Storage.

- Identify and resolve bibliographic problems in Voyager database related to volumes in stacks and storage.
- Serve as liaison between patrons, storage processing staff, and storage retrieval staff to ensure expeditious delivery of requested materials and prompt resolution of issues and problems.
- Communicate with patrons and staff regarding stacks and storage; answer questions from patrons and users; and anticipate user needs.
- Provide direct service to users during scheduled shifts at Circulation, Information, and/or Reference Desks.
- Work with the Assistant Director and the Department leadership team to design and implement new library services or patrons.
- Participate in librarywide task forces and committees.
- Act as backup to the Assistant Director for Access Services for supervision of other units in the department, including Current Periodicals/Microtext, Circulation Desk, Rosengarten Reserve, and Circulation Data Maintenance, as needed.
- At the direction of the Assistant Director, serve as a liaison between Access Services and other Public and Technical services departments in the library, (e.g. Interlibrary Loan/Document Delivery, Research and Instructional Services, and Information Processing).

QUALIFICATIONS

MLS from ALA-accredited library school or equivalent in theory and practice; strong supervisory skills or potential essential, as well as a strong customer service focus; excellent technical skills essential, familiarity with library automated systems desirable; excellent written and oral communication skills, ability to work effectively with faculty, students, and staff essential.

SALARY AND BENEFITS

Highly competitive and commensurate with experience. The University of Pennsylvania offers tuition remission (including generous spousal and dependent children benefits), an excellent pension program with a university match, mortgage/housing assistance, childcare program, excellent area schools, and many other benefits.

APPLICATION PROCEDURE

Candidates are asked to submit a letter of application, a complete résumé, and the names, addresses, and phone numbers of three references who can address the suitability of the candidate for the responsibilities above. Nominations and applications should be sent to:

Robert Eash
Library Human Resources Officer
University of Pennsylvania Library
3420 Walnut Street
Philadelphia, PA 19104-6206
E-mail: reash@pobox.upenn.edu

Applications received by **June 16, 2003**, will receive first consideration.

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

top research universities in the state, USF offers degree programs in 79 undergraduate disciplines, 89 master's and specialist programs, and 26 doctoral fields, and has a faculty of more than 2,000. The Library System is composed of four campus libraries, a health science library, and a mental health institute library. The combined libraries offer researchers access to 1,734,948 volumes, 16,470 periodicals, and 49 electronic databases. Responsibilities: Reporting to the Head of Cataloging, the Special Collections Cataloger is responsible for original and complex copy cataloging and authority control as appropriate for all materials in Special Collections except serials and electronic resources. This position also works closely with the Director of Collections to establish cataloging priorities and develop strategies to address newly acquired collections. The Special Collections Cataloger will work in a team environment with seven professional catalogers and 11 paraprofessionals and is expected to contribute to planning and training activities supporting departmental objectives. Professional contributions beyond the primary responsibilities include pursuing research and creative activities including publication and presentations; participating in university and library faculty governance activities; participating in library, institutional, local, and national professional service activities; maintaining an awareness of national and local

cataloging practices; managing a collection development assignment; and participating in cooperative projects with the USF School of Library and Information Science to further the education of prospective librarians. Minimum Qualifications: Master's degree from an ALA-accredited program or an international equivalent; experience in cataloging with AACR2r, LC classification, LCSH, and MARC 21. Preferred Qualifications: Experience with APPM, OCLC, Windows applications, NOTIS, or ExLibris; reading knowledge of one or more foreign languages; ability to work independently and cooperatively; demonstration of a strong potential for professional development; commitment to learning and using emerging technologies; analytical, multitasking and organizational skills, flexibility handling change; demonstrated commitment to the ASERL Competencies for Research Librarians. Deadline to apply is June 27, 2003. Salary and Benefits: Salary and rank dependent upon years of post-master's experience and record of scholarly achievement and service. Salaries for Instructor Librarians begin at \$30,000-\$35,000. Librarians are 12-month, non-tenured faculty with 22 days' vacation and 13 days' sick leave annually; TIAA-CREF or other retirement options and insurance benefits. Application Procedure: Send a letter of application, vita, and names, telephone numbers, and e-mail addresses of three references, by the



THREE POSITIONS AVAILABLE

University of Utah

The Marriott Library invites applications from innovative, dynamic, and service-oriented librarians for three positions. Complete descriptions may be found on the library's Web site: www.lib.utah.edu.

Head of Science and Engineering

The Head of the Science and Engineering Division will have a strong commitment to user services in support of faculty and students in chemistry, physics, engineering, earth sciences, and biological sciences; enthusiasm for teaching and vision for the future in a New Generation Library. The successful candidate will: 1) take an active, collaborative role in planning and provision of new and existing librarywide programs and initiatives; 2) stay abreast of developments in information delivery and scholarly communication; 3) deliver and coordinate a wide range of user support including reference desk, collection development, consultation, and a growing program of user education; 4) continue development of partnerships with faculty and academic departments. Reports to the Assistant Director for Public Services.

REQUIRED QUALIFICATIONS: MLS from an ALA-accredited program; five years of relevant professional library experience; two years of demonstrated leadership experience; ability to work independently and in collaboration with others; bachelor of science in science or engineering discipline or equivalent experience in science or engineering library; ability to articulate a vision for science and engineering services and resources; willingness to work and lead in a dynamic, flexible, changing library environment.

PREFERRED QUALIFICATIONS: Master's of science degree in physical science or engineering; knowledge of emerging library technologies; and additional years of supervisory experience.

SALARY: Minimum \$55,000.

Web Services Librarian

The Web Services Librarian coordinates the ongoing development of the library's Web presence; sets priorities for and manages the work of the Web and Graphic Designer; facilitates the integration of information technologies into various aspects of library activities; refines Web policies, sets priorities, conducts usability testing, and provides a vision for future Web projects; and provides education and support for content providers throughout the library. Reports to the Assistant Director for Public Services.

REQUIRED QUALIFICATIONS: MLS from an ALA-accredited program; minimum of one year's experience in a library setting, with two years of demonstrated progressive experience with the design, development, and management of Web sites; extensive experience required with the basic elements of Web design and site management, including HTML authoring, form creation, editing/site management software (e.g., Dreamweaver, FrontPage, etc.), accessibility issues, and usability testing. Familiarity with CGI scripting, log analysis, graphic editing tools, and basic UNIX file management essential. Thorough knowledge of CSS and the use of templates and library items in Dreamweaver. Awareness of trends in the application of information technologies to library public services in a higher education setting.

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above stated deadlines, to: Mark Pearson, Coordinator of Library Human Resources, **University of South Florida**, 4202 E. Fowler Avenue, LIB 122, Tampa, FL 33620-5400; phone: (813) 974-4592; fax: (813) 974-5153; e-mail: mpearson@lib.usf.edu. For more information on this position, the library, or the University of South Florida, please visit: <http://www.lib.usf.edu/>.

SPECIAL COLLECTIONS LIBRARIAN. The University of South Florida Library System seeks qualified candidates for a Special Collections Librarian. USF is a comprehensive, metropolitan state university, serving more than 39,000 students in nine colleges on four campuses in Tampa, Lakeland, St. Petersburg, and Sarasota. Among the top research universities in the state, USF offers degree programs in 79 undergraduate disciplines, 89 master's and specialist programs, and 26 doctoral fields, and has a faculty of more than 2,000. The Library System is composed of four campus libraries, a health science library, and a mental health institute library. The combined libraries offer researchers access to 1,734,948 volumes, 16,470 periodicals, and 49 electronic databases. Responsibilities: USF Library System seeks an energetic Special Collections Librarian to process, inventory, describe, and arrange archival and manuscript collections in all formats. Under the supervision of the Director of Collections, this person is responsible for the preparation of print and online collection finding aids; preservation and storage decisions; identi-

fication and preparation of archival materials for digitization and Web presentation; public service and outreach to the university and general public through research assistance, publication, instructional programs, and other creative endeavors; curating one or more of Special Collections' major political and Floridaiana collections; working closely with the Director of Collections and other library staff to identify and acquire collections that are concordant with Special Collections' written collection development policy; planning and executing a program to expand the USF Publications Collection; and providing collection development liaison support to one or more academic departments. Minimum Qualifications: Master's degree from an ALA-accredited program or an international equivalent with at least two years of special collections or archives experience in an academic or special library setting. Strong communication and interpersonal skills are a must. Preferred Qualifications: Formal archival education or institute certification; Florida or Southern history credentials; collection development experience; subject master's degree; ability to design and develop Web sites; public service experience; demonstrated commitment to the ASERL Competencies for Research Librarians. Deadline to apply is July 4, 2003. Salary and Benefits: Salary and rank dependent upon years of post-master's experience and record of scholarly achievement and service. Salaries for Instructor Librarians begin at \$30,000-\$35,000. Librarians are 12-month, non-tenured faculty with 22 days' vacation and 13 days' sickleave annually; TIAA-CREF or other retirement

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PREFERRED QUALIFICATIONS: Demonstrated working knowledge of database-driven Web sites; experience in an academic library.

SALARY: Minimum \$42,000.

Instruction Librarian

The Instruction Librarian works with division members in a collaborative environment to create and implement library resource and software application instruction. Responsibilities include course-integrated instruction, classes or workshops for students, staff, or faculty; software instruction, research labs, online or classroom-based credit courses and developing instruction and training materials. Provides reference service and may have collection development duties. Reports to the Head of Instruction.

REQUIRED QUALIFICATIONS: MLS from an ALA-accredited program; familiarity with goals of information literacy; substantial knowledge of and experience with electronic resources, software, and Internet applications; demonstrated effective training/teaching skills with group, class, and one-on-one settings and experience or training related to Web design and Web authoring.

PREFERRED QUALIFICATIONS: Formal teaching experience; experience in developing online library resources such as tutorials, surveys, and guides; reference or computer help-desk experience; experience in an academic library.

SALARY: Minimum \$34,000.

All candidates must show evidence of strong oral and written communication skills, commitment to provide excellent and innovative service, the ability to work in a complex, changing environment, the ability to meet university's requirements for promotion and continuing appointment (tenure equivalency), and the ability to work and communicate effectively with diverse populations. The Marriott Library is an ARL library with holdings of nearly 3 million volumes. The university, with a student population of over 28,000, is situated on a 1,500-acre campus in Salt Lake City.

APPLICATION PROCEDURES: Send a detailed letter of application addressing how your experience matches the stated qualifications, a résumé, and the names, addresses, phone numbers, and e-mail addresses of three references to:

**Kristeen Arnold, Human Resources Director
327 Marriott Library
295 South 1500 East
Salt Lake City, UT 84112-0860**

Applications received by **June 16, 2003**, will be given full consideration.

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

We encourage applications from women and minorities and provide reasonable accommodation to known disabilities of applicants and employees.

The University of Utah may only employ individuals who are legally authorized to work in the United States by providing documents as specified in the Immigration Reform and Control Act of 1986.

options and insurance benefits. Application Procedure: Send a letter of application, vita, and names, telephone numbers, and e-mail addresses of three references, by the above stated deadlines, to: Mark Pearson, Coordinator of Library Human Resources, **University of South Florida**, 4202 E. Fowler Avenue, LIB 122, Tampa, FL 33620-5400; phone: (813) 974-4592; fax: (813) 974-5153; e-mail: mpearson@lib.usf.edu. For more information on this position, the library, or the University of South Florida, please visit: <http://www.lib.usf.edu/>.

SYSTEMS LIBRARIAN FOR DIGITAL LIBRARY SERVICES. The Florida Center for Library Automation (FCLA) in Gainesville, Florida, is seeking a systems librarian to work as part of a team of librarians and programmers in the Digital Library Services Group. This individual will help to provide high-quality applications and services designed to support the libraries of the public university system of Florida in creating, managing, and preserving local digital information resources. FCLA combines the challenges of library and information science with large-scale data processing in a fully networked, Web-based environment. Application areas we work in involve metadata, retrieval, Web-based interfaces, SGML and XML markup, and digital images, audio, and multimedia. For a complete description of this position and application instructions, see: <http://www.fcla.edu/FCLAinfo/vacancy/dislibrarian859180.html>; or contact Elaine Henjum at: (352) 392-9020.

SYSTEMS LIBRARIAN. Assumption College seeks a full-time Systems Librarian to coordinate library technology-based services, including their development, operation, and maintenance. Demonstrated knowledge of integrated Library Management Systems, MARC-based bibliographic formats and OCLC; relational database management and reporting using SQL or Access; Web-based and Internet resources and tools. MLS from an ALA-accredited library school; minimum three years' experience working with library systems, preferably Voyager. Résumés will be reviewed as they are received. Please send résumé and cover letter, which must include salary requirements (Reference Job #03-12), to: Joan E. Newton, Director of Human Resources, **Assumption College**, 500 Salisbury Street, Worcester, MA 01609-1296. E-mail: resumes@assumption.edu. Assumption College encourages applications from candidates of diverse cultural backgrounds.

UNDERGRADUATE SCIENCE AND ENGINEERING OUTREACH AND INSTRUCTION LIBRARIAN. **University of California, San Diego (UCSD)**, Science and Engineering Library. Preferred Appointment Level: Assistant Librarian with approximate salary range of \$37,920-\$42,996. The UCSD Libraries seek innovative, energetic science or engineering information professionals to lead communications, outreach, and instruction initiatives for undergraduates

ARTS REFERENCE LIBRARIAN

Wake Forest University

The Z. Smith Reynolds Library of Wake Forest University seeks an enthusiastic, innovative, and service-oriented Arts Reference Librarian to serve as liaison and subject specialist, selecting library materials to support studio art, art history, theatre, dance, and film studies in the undergraduate College and Graduate School of Arts and Science; provide arts-related and general user instruction and teach credit-bearing course in information literacy, developing related instructional materials; provide reference and research assistance using traditional and electronic resources; share reference desk responsibilities with six other librarians; provide computer training for students and faculty.

Wake Forest University, located in the beautiful North Carolina piedmont between the Blue Ridge Mountains and the Atlantic coast, is a private university where academic excellence is consistently recognized through rankings in the top tier of the country's finest liberal arts institutions. With an undergraduate enrollment of 4,000 and graduate schools enrolling 2,000, Wake Forest offers a rare combination: the academic and technological resources, facilities, and Division I athletic programs associated with a large university with the compact campus, small classes, and individual attention only a smaller school can provide. The Z. Smith Reynolds Library supports the undergraduate college, Graduate School of Arts and Science, and Graduate Divinity School with more than 1.3 million volumes and 54 full-time staff. It ranks among the top academic and research libraries in the southeast for library expenditures per student. A collegial organizational structure assures that the library is flexible and proactive in serving users in a changing technological environment.

REQUIRED QUALIFICATIONS: Bachelor's degree in art history or theatre history; MLS from an ALA-accredited program; current knowledge of and recent experience with electronic and traditional resources in the arts listed above; demonstrated skill in library instruction; commitment to information literacy; excellent communication, interpersonal, and problem-solving skills; ability to work successfully in a team environment; experience with automated library systems, standard Windows and Internet applications. An equivalent combination of education and experience may be considered.

ADDITIONAL QUALIFICATIONS DESIRED: Master's degree in one of the arts disciplines listed above; academic library experience with strong art history emphasis.

Qualified Spring 2003 MLS graduates are encouraged to apply.

COMPENSATION: Salary is negotiable from \$35,000, commensurate with experience and qualifications. Benefits include 31 days of paid time off; 13 holidays; retirement, health, life, and disability insurance plans; tuition concession.

Review of applications will begin immediately and continue until the position is filled.

TO APPLY: Send letter of application, résumé, and names, addresses, telephone numbers, and e-mail addresses of three professional references to:

**Employment Manager
Office of Human Resources
Post Office Box #7424
Wake Forest University
Winston-Salem, NC 27109**

You may transmit your application materials via facsimile to: (336) 758-6127; or via electronic mail to: wakejobs@wfu.edu. For more information about Wake Forest University, visit our Web site at www.wfu.edu.

Wake Forest University is an affirmative action, equal opportunity employer.

in the nationally ranked programs served by the Science and Engineering Library. Takes primary responsibility for designing, conducting, assessing general undergraduate science and engineering instruction and outreach. Requires familiarity with scientific and engineering literature or the information needs and practices of engineers or scientists; knowledge of current issues and methods of library instruction and outreach; experience in instructing adult learners and in using technology to deliver information services; MLS degree or equivalent. Prefer involvement in professional information literacy or active learning activities; two or more years' experience providing reference or instructional services in an academic setting. Consideration will be given to new graduates of library or information science programs. For detailed

information, see: <http://orpheus.ucsd.edu/fac/SELoutreach.htm>. Application consideration begins June 30, 2003, and will continue until the position is filled. Send application letter, résumé, and list of three references to: libraryjobs@ucsd.edu. Affirmative action, equal opportunity employer.

WEB SERVICES LIBRARIAN. The University of North Dakota (UND) offers an opportunity to join a dynamic, service-minded, collegial, organization where the Librarian will integrate Web services throughout the Library. The Web Services Librarian develops and manages the library's Web site, works with library staff in developing Web-based services, supports staff and user education, is involved in many aspects

THE COLLEGE OF NEW JERSEY

Library ~ 2 Positions

The College of New Jersey is a highly selective, comprehensive residential institution recognized as one of the outstanding public colleges in the country. Located between New York City and Philadelphia in suburban Ewing Township, The College enrolls approximately 5,900 undergraduates and 900 graduate students.

We are currently seeking candidates to fill two full-time, 12-month, tenure-track positions at the Roscoe L. West Library. Requirements for both positions include: ALA-accredited Master's degree; excellent interpersonal, oral and written communication skills; knowledge of general reference and facility with electronic and traditional information resources. Initiative, flexibility, and a strong service orientation are essential. Additional graduate degree in an appropriate discipline is highly desirable. Both positions provide general reference service, including some weekends and evenings, and participate in general user education program. Research/scholarly activity, service on institutional committees, and active participation in the profession are expected for tenure. Rank is commensurate with qualifications and experience. Salary ranges: Librarian III, \$41,329 - \$61,998; Librarian II, \$45,566 - \$68,340; with full benefits package including TIAA/CREF.

PHYSICAL SCIENCES/ENGINEERING LIBRARIAN - Coordinates collection development and provides in-depth reference for Chemistry, Physics, Mathematics/Statistics, Computer Science, Engineering, and Technological Studies; works closely with faculty in the Schools of Science and Engineering to assess the needs of academic programs; provides subject-specific user education. Educational background and/or experience in a relevant science or technical discipline is required. Preferred: Significant experience using resources in the physical sciences or engineering; basic knowledge of web page design. **Contact person: Mrs. Deborah Sheesley, Chair, Physical Sciences/Engineering Librarian Search Committee (sheesley@tcnj.edu).**

ELECTRONIC RESOURCES/SERIALS LIBRARIAN - Coordinates collection management of electronic resources, including research databases and on-line journals; provides leadership for development of the library's electronic and print journal collection. Requirements: Knowledge of electronic collections and serials operations, focusing on access management; knowledge of licensing issues. Preferred: Experience with coordinating electronic resources, including negotiating access; experience with serials control, preferably using Voyager; basic knowledge of mark-up languages, as well as metadata standards and MARC formats; experience preparing budget proposals. **Contact person: Ms. Maureen Gorman, Chair, Electronic Resources/Serials Librarian Search Committee (mgorman@tcnj.edu).**

For more detailed position descriptions, see <http://www.tcnj.edu/~eesinfo/employment/library.shtml>. A review of applications will begin in mid-April and will continue until the positions are filled. To apply, please send cover letter, resume, and names and contact information (including e-mails) for at least four professional references to the attention of the contact person listed for each position to: Roscoe L. West Library, The College of New Jersey, P.O. Box 7718, Ewing, NJ 08628-0718. Applications may be sent by e-mail. To enrich education through diversity, The College of New Jersey is an Affirmative Action/Equal Opportunity Employer.

of library systems operations, and is an active participant in Reference Desk Services. The position provides opportunities for grant writing and participation on library and university committees. Tuition benefits in pursuit of advanced degrees are available for UND staff, allowing the opportunity to pursue an advanced degree. This position reports to the Head of Library Systems and Services and the Head of Reference and Research Services (for Reference Desk responsibilities). Qualifications: Required: Graduate degree from an accredited library school or other appropriate advanced degree with experience in a field relevant to library science; two years of relevant experience; demonstrated knowledge of HTML and Web authoring software; and knowledge of the best practices in Web design. Preferred: Web site management experience; demonstrated skill using Dreamweaver, Web scripting languages, and style sheets; demonstrated strong public service orientation to work well with faculty, staff, and students; knowledge of computer hardware, software, Windows OS, and networking relevant to supporting library operations; knowledge of designing relational databases and SQL; knowledge of electronic and traditional information resources and bibliographic instruction; ability to work independently and supervise the work of others; experience working in an academic or research library; and strong interpersonal skills. Benefits: This is a permanent, 12-month appointment with a variety of liberal fringe benefits, including a choice of medical insurance, life insurance, and retirement plans, including Blue Cross/Blue Shield and TIAA-CREF. Rank and Salary: Academic Librarian position

#03-234; \$40,000. Application: Submit letter of application, resumé, and the names, phone numbers, and e-mail addresses of three professional references and an official university application form, which may be downloaded from <http://www.und.edu/org/ops> or obtained by calling (701) 777-4361, to: Desi Sporbett, Personnel Services, P.O. Box 8010, University of North Dakota, Grand Forks, ND 58202; e-mail: personnel_services@mail.und.nodak.edu. Applications will be accepted until the position is filled. Applications received by May 15, 2003, will be given first consideration. Library: The holdings of the University Libraries exceed two million items. Libraries include the Chester Fritz Library; departmental libraries in geology, energy research, and music; the Thormodsgard Law Library; and the Harley E. French Library of the Health Sciences. The library is a joint regional depository for United States documents, a designated depository library for United States patents and trademarks, and a depository for North Dakota state documents. The library participates in OCLC, MINITEX, and the Online Dakota Information Network (ODIN). The UND libraries are currently planning conversion to a new library management system. Campus/Community: Founded in 1883, the University of North Dakota is the largest institution of higher education in the Dakotas, Montana, Wyoming, and Idaho. UND is situated in a community of about 53,000 on the border between North Dakota and Minnesota. The campus and community offer many entertainment, cultural, and sporting opportunities. Issued: April 2, 2003. UND is an affirmative action, equal opportunity employer.