

THE

CLASSIFIED

ADS

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

Rates: Classified advertisements are \$6.00 per line for ACRL members, \$7.60 for others. Late job notices are \$14.50 per line for members, \$17.00 for others. Organizations submitting ads will be charged according to their membership status.

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

Guidelines: For ads which list an application deadline, that date must be no sooner than the 20th day of the month in which the notice appears (e.g., October 20 for the October issue). All job announcements should include a salary figure. Job announcements will be edited to exclude discriminatory references. Applicants should be aware that the terms faculty *rank* and *status* vary in meaning among institutions.

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

Contact: Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513.

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

ACCESS SERVICES LIBRARIAN. The University of Nevada Las Vegas seeks an energetic, innovative librarian prepared to fill a key leadership role in planning, implementing and evaluating new and ongoing access services in the library of one of the nation's faster growing universities. Reporting to the AUL for Public Services, this new position will assume general supervision of circulation operations, reserves, stacks management; ILL/Networking; copy and delivery services, and will initiate the development of newly emerging access services. Classified staff of 11, approximately 30 student assistants. Other duties include staff training; establishment and implementation of section policies; liaison activities with other public service sections and with AUL for Systems and Budget; participation in Library Administrative Council. Work schedule will include some evening and weekend hours. Qualifications: Applicants must have a master's degree from an

ALA-accredited program; a minimum of 3 years' professional experience in progressively responsible public service positions, including circulation, preferably in an academic library; knowledge of the emerging trends in access services within academic libraries; demonstrated supervisory, planning, communication, liaison and leadership skills; evidence of a strong commitment to responsive public service; and an ability to work effectively with patrons and staff. Experience with automated circulation systems, ILL, networking, document delivery, reserve books and stacks management are highly desirable. For continued employment, successful performance of job responsibilities and a record of university and professional contributions that meet university standards is expected. Salary Range: The salary rate is \$36,976-\$43,444 depending on experience and qualifications. Application: Librarians at UNLV have tenure-track positions with faculty status, 12-month appointments with 24 days per year of paid vacation and a standard package of fringe benefits including TIAA/CREF. No state income tax. Applications received by August 20, 1991 will receive first consideration, but applications will continue to be accepted until the position is filled. Send letter of application, resume, names, phone numbers and addresses of three references to: Mary Dale Deacon, Dean of Libraries, Committee B, University of Nevada, Las Vegas, 4505 S. Maryland Parkway, Las Vegas, Nevada 89154. UNLV is an equal opportunity, affirmative action employer and employs only U.S. citizens and aliens authorized to work in the U.S.

ASSISTANT REFERENCE LIBRARIAN/INSTRUCTOR-INTERN. South Dakota State University (10-month, term appointment, renewable up to four years). Performs general reference services; shares responsibility for bibliographic instruction and database searching; provides services to off-campus affiliates, assists in ILL verification and reference collection development. This position is designed for a recent library school graduate who wishes to gain academic library experience while pursuing a second master's degree. Required: ALA-accredited MLS (earned by the appointment date); effective communication and interpersonal relations skills and broad reference skills; graduate coursework in advanced reference topics; graduate coursework and/or experience with bibliographic computer database searching. Minimum salary \$19,000, with standard benefits. Application deadline: June 8, 1991, or until filled. Tentative starting date: September 1, 1991 (negotiable). Send resume, which addresses specific job qualifications, and have transcripts and three recent letters of recommendation (which describe applicant's job-related qualifications) sent directly to: Clark Hallman, Reference Search Committee, South Dakota State University Library, Box 2115, Brookings, SD 57007-1098. An AA/VEO employer.

ASSOCIATE LIBRARY DIRECTOR FOR USER SERVICES AND FACILITIES PLANNING. The Associate Director for User Services and Facilities Planning is a management position reporting to the University Library Director. This person plays a major role in the planning and administration necessary for the effective operations of the User Services Division. Departments and programs presently reporting to this position are Reference, Government Publications, Special Collections, the Library Education and Assistance Program. User Services also includes Multicultural, Disabled, and International Student Services. As the person responsible for library facilities planning, the Associate Director will coordinate planning of a major addition to the Clark Library building. The following items are required: Master's degree in library or information science from an accredited library school; successful administrative planning and personnel experience; ability to motivate employees, evaluate services, initiate innovative services, and provide leadership and professional guidance to division employees; excellent interpersonal relations and communication skills; successful experience in project and/or facilities planning; experience in reference work; demonstrated experience with automated library operations; demonstrated awareness of and sensitivity to the educational goals of a multicultural population, and a record of progressive professional and scholarly development. Experience in the following items is desirable: administration in a large and complex organization; and demonstrated experience with library user education service programs and multicultural outreach programs. The position is currently open. Prefer to fill by December 1, 1991, or earlier. Appointment will be made in a range of \$40,000-\$70,000, dependent upon the qualifications and experience of the appointee. San Jose State University (SJSU) is located at the southern end of the San Francisco Bay in downtown San Jose, CA

REFERENCE LIBRARIAN



Kent State University Libraries seek an energetic and highly motivated reference librarian to assist in providing user service in a dynamic research library.

Responsibilities

Participation in all aspects of reference service including searching, and bibliographic instruction. Providing reference service for specific subject areas as needed within the department. Assisting in assessing and improving current services, as well as the planning and implementation of new service initiatives.

Qualifications

Required: ALA-accredited M.L.S.; effective interpersonal and communication skills; flexibility and initiative; and an interest in professional growth.

Preferred: Reference experience in an academic or research library, preferably including online searching and/or bibliographic instruction. Strong public service orientation. Subject background and/or advanced degree in the social sciences - preferably education or psychology.

Salary, Rank, and Benefits

Reports to the Head, Reference Department, and serves in a department of 9.5 FTE professionals. This is a twelve-month tenure-track faculty position with appointment at instructor or above. Incumbent must meet all departmental and university requirements for reappointment, tenure, and promotion. Minimum salary is \$24,445 per year, with initial academic rank and salary commensurate with education and experience. Benefits include 20 days vacation per year; life, dental, and health insurance; tuition waiver for self, spouse, and children.

Kent State University is a residential university in northeastern Ohio with an enrollment of over 24,000 students and a faculty of 700. The University Libraries hold membership in the Association of Research Libraries, the Center for Research Libraries, and NEOMARL, a regional consortium of ten academic and research libraries. The Libraries have a collection of 1.7 million volumes and approximately 8,000 active serial subscriptions and have fully implemented NOTIS.

Application Procedure

Preference will be given to applications received by August 31, 1991. To apply, a letter of application, resume, and names, addresses and telephone numbers of three references should be sent to:

Mr. Mark Weber
Director of Staff Services
Kent State University Libraries
Kent, Ohio 44242

Equal Opportunity Employer

(pop. 800,000). SJSU is a major university in urbanized, high technology Silicon Valley. It offers bachelor and master degree programs in a wide variety of disciplines and professional fields. A member of the 20-campus California State University system, SJSU enrolls approximately 30,000 students, a significant percentage of whom are members of diverse social and ethnic groups. The University is committed to increasing the diversity of its faculty so our disciplines, students, and the community can benefit from multiple social, ethnic, and gender perspectives. A more detailed job description is available from the Library Personnel Officer at the address listed below. Applications must be postmarked no later than August 31, 1991. Please send a letter of application, including a complete resume of academic preparation, experience, qualifications, professional or scholarly activities, and names of five references to: Linda Lunell, Library Personnel, Clark Library, **San Jose State University**, One Washington Square, San Jose, CA 95192-0028. 408/924/2700. AA/EOE

Salary guide

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

Connecticut	\$27,000
Delaware	\$22,500+
Indiana	varies*
Iowa	\$20,580
Kansas	\$17,500*
Louisiana	\$20,000
Maine	varies*
Massachusetts	\$27,554*
New Hampshire	\$17,500
New Jersey	\$24,200
New York	varies*
North Carolina	\$20,832+
Ohio	\$20,024
Pennsylvania	\$23,700*
Rhode Island	\$23,750
South Carolina	varies*
South Dakota	\$20,000
Vermont	\$21,500
West Virginia	\$20,000
Wisconsin	\$23,700

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

+Salary minimums for public librarians only.

COORDINATOR OF BIBLIOGRAPHIC INSTRUCTION

The Arts & Sciences Library Tufts University

Tufts University is seeking to fill the position of Reference Librarian, Coordinator of Bibliographic Instruction.

Responsibilities: Under the direction of the Head of Reference Services, plan, develop, and implement the Arts and Sciences Library's program of instruction. Supervise Bibliographic Instruction Library Assistant. Provide general reference service at the Reference Desk, including one evening per week and participation in weekend rotation. Participate in the work of Library committees.

Qualifications: Required: MLS from ALA-accredited institution, or equivalent. Demonstrated ability to work with a wide range of groups, including students, faculty, and colleagues. Demonstrated ability to communicate effectively both verbally and in writing. **Preferred:** Experience in academic library reference, bibliographic instruction, CD-ROM, and online database searching; reading knowledge of at least one foreign language; familiarity with U.S. government publications; supervisory experience.

Appointment will be made commensurate with experience and qualifications. Send letter of application, resume, and names and addresses of three references to:

**Sonia Payne
Arts & Sciences Library
Tufts University
Medford, MA 02155**

Screening for this position will begin on August 15, 1991, and will continue until the position is filled. Tufts University is an equal opportunity, affirmative action employer.

BOOK CONSERVATOR. The Smithsonian Institution Libraries seeks a book conservator to restore and conserve valuable library materials. SIL collections include over 40,000 rare books and manuscripts. Incumbent performs all aspects of book conservation, including mending, sewing, binding, aqueous and non-aqueous treatments, as well as examination and documentation of treatments, in well-equipped conservation laboratory. Other activities include participating in in-house workshops; assisting with emergency preparation training; and preparing exhibits with Senior Conservator and Head of Special Collections. **Qualifications:** Knowledge of historical and current binding techniques; paper chemistry; production and quality of book-binding materials; and impact of environment on library materials. Specialized experience in book conservation or graduate education or a combination of both required. Work experience in a library conservation facility desirable. Applications for Announcement # 91-3141N must be received by August 16, 1991. GS-9 (\$25,717); GS-11(\$31,116). For application information and forms, please call: Laudine Crighton, (202) 357-1940. The Smithsonian Institution is an equal opportunity employer.

COORDINATOR OF PUBLIC SERVICES. Library: DePauw University, an undergraduate liberal arts college, seeks innovative, service-oriented librarians for the following positions. Coordinator of Public Services to provide leadership for public services, coordinate reference, bibliographic instruction, interlibrary loan, circulation/reserve, and government documents in a nontraditional, user-oriented, unified public services department. **Responsibilities include:** instruction at reference desk and in BI classes; liaison work with selected academic departments; supervision of 2 1/2 professionals and 6 FTE paraprofessionals; planning, budgeting, and quality control; assistance in developing library goals and priorities. Renewable term appointment. **Qualifications:** ALA-MLS; 3 years' experience in public services, including reference and instruction; and effective planning,

supervisory, and communication skills. Reference Librarian at entry level to provide reference services as part of a nontraditional public services department. **Responsibilities include:** instruction at reference desk and in bibliographic instruction classes as well as liaison work with selected academic departments. Renewable term appointment. **Qualifications:** ALA-MLS and some reference and BI experience. Both positions require demonstrated service commitment and ability to contribute as part of library and department management teams. Also desired is ability to work with variety of computerized services (CD-ROMs in a LAN, database searching, OCLC, E-mail and Bitnet discussion groups). Salary dependent on experience and qualifications. Minimum: \$30,000. Excellent benefit package. Please send letter of application including views on library services in an undergraduate liberal arts college, resume, and three letters of reference to: Kathy Davis, Acting Director of Libraries, DePauw University, 400 S. College Street, Greencastle, IN 46135-1641. FAX: 317-658-4789. Review of applications will begin immediately and continue until position filled. Women and minorities are encouraged to apply. AA/EEO.

DIRECTOR OF ACCESS AND INFORMATION SERVICES. Northeastern University School of Law Library seeks a Director of Access and Information Services. Duties include planning and overseeing patron access to library services, supervision of public services staff, direction and supervision of reference services, computer and database operations. Co-ordinates training related to Computer Assisted Legal Research curriculum. Position requires MLS and J.D. (or J.D. candidate) plus 5-7 years experience in library public services and/or computer services; 2-3 years supervisory experience in a law library. Strong computer and legal research skills, excellent interpersonal and communications skills, and interest in teaching law students. Salary in the \$40s, excellent benefits package. Submit resumes to: Dean Daniel J. Givelber, Northeastern University School of Law, 400 Huntington Avenue, Boston, MA 02115.

ASSOCIATE DEAN FOR ADMINISTRATION AND PLANNING

West Virginia University Libraries (Search Reopened)

West Virginia University Libraries invites applications and nominations for the position of Associate Dean for Administration and Planning. Non-tenure-track library faculty position at the senior level of management reporting to the Dean. The WVU Libraries consists of the main library and seven branches, a 1.6 million-volume collection, 1.9 million microforms, diverse specialized collections, and a staff of 115. West Virginia University is the major research and land-grant institution for the state, enrolling 17,000 undergraduates and more than 3,000 graduate students.

Responsibilities: Assists the Dean with overall management of the University Libraries. Assists the Dean with budget management, long range and strategic planning. Manages the personnel functions of the University Libraries, including providing leadership for developing, recommending, and maintaining a system for library faculty and staff development. Administers and develops the Libraries' grants and proposal writing programs. Assumes responsibility for statistical analysis and reporting for the Libraries. Serves as a key member of the Dean's Administrative Council.

Qualifications: Ph.D. in Library and Information Science preferred or MLS plus second masters or doctorate in subject field. Four years of progressively responsible administrative experience in personnel, planning, and budgeting in a large academic library environment. Record of experience with grants and proposal writing. Record of professional and/or scholarly achievement. Effective oral and written communications, and human relations skills. Evidence of commitment to affirmative action.

Minimum salary: \$48,000. Rank and salary commensurate with qualifications. Candidates should submit letter of application, 2 copies of vita, and names of three references to:

Ruth M. Jackson
Liaison to Search Committee for Associate Dean for Administration and Planning
Wise Library
P.O. Box 6069
West Virginia University
Morgantown, WV 26506-6069

The search committee will begin reviewing applications **September 2, 1991** and will continue until the position is filled.

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

DIRECTOR OF THE LIBRARY. Ashland University is seeking applicants for the position of Director of the Library. The Library houses 160,000 volumes and is a partial depository for U.S. Government and state publications. The Library is establishing an integrated system that will automate public access, circulation, and cataloging. Applicant must possess knowledge of both public and technical services and collection development, and be willing to guide the library through a period of growth and changes. Past experience should include administrative positions in academic or research libraries, including budgeting and supervisory experience. Must be able to work and interact with the Friends of the Library. ALA-accredited MLS degree required, and experience with an automated online system desirable. Salary Minimum: \$30,000. Position to be filled in summer 1991. Send resume with three references to: Search Committee for Library Director, Lucille G. Ford, Provost, Ashland University, Ashland, OH 44805. AA/EOE.

DIRECTOR OF LIBRARY SERVICES. Responsible for library services administration for 3,200-student community college. Requirements include master's degree in library science from ALA-accredited program; five years of higher education experience; and ability to direct creation of services and resources to

support proposed engineering and manufacturing technology programs. Salary \$37,000-\$44,000 for fiscal appointment. (This position is subject to final budget approval.) Review of applications will begin immediately and continue until position is filled. Appointment date: 9-1-91. Apply to: Personnel Office, Jackson State Community College, 2046 N. Parkway, Jackson, TN 38301-3797; (901) 425-2621. AA/EOE.

GOVERNMENT DOCUMENTS/DATA SERVICES REFERENCE LIBRARIAN. Entry-level position. Purpose and scope: The Government Documents/Data Services Reference Librarian is a position that enhances user access to a large government documents collection and a growing resource of machine-readable data files. Librarians in the Government Documents Department provide extensive reference assistance in U.S. Government documents, United Nations, Georgia, and Canadian documents, British, French, and West German parliamentary documents, and other selected foreign government publications. Data Services, a unit of the Government Documents Department, maintains a large and increasingly significant collection of machine-readable data files obtained through participation in the Georgia State Data Center (U.S. Census) and the Inter-university

AGRICULTURAL/INTERNATIONAL PROGRAMS LIBRARIAN

William Jasper Kerr Library Oregon State University

Setting: Oregon State University, a land-and sea-grant university and a Carnegie-I research institution, has 15,000 students in 12 schools and colleges, with programs at the undergraduate and graduate levels through the doctoral degree. The University Libraries consist of a main collection of over one million volumes and one branch library. The Libraries are currently installing an integrated online system. The staff includes 34 library faculty and 58 classified staff.

Major Responsibilities: Provides general reference assistance; collection development; faculty liaison; and gives bibliographic instruction. The subject areas the librarian is primarily responsible for are the plant sciences, including Botany, Plant Pathology, Crop Sciences, and Horticulture. In addition, provides liaison with OSU's international programs and projects, and serves as the Library's liaison regarding library services for international students.

Qualifications: Required: MLS from an ALA-accredited program or foreign equivalent; a science degree; professional experience in science reference setting; strong written and oral communication skills; demonstrated ability to work independently and to work cooperatively in a demanding and changing environment; willingness to serve on University and Library committees; demonstrated ability to plan and organize projects systematically and to follow through from implementation to completion; the potential for continuing professional growth and scholarly accomplishment. **Preferred:** A second master's degree or other advanced degree in a biological or agricultural science; foreign language competence; international library experience.

Application Deadline: July 1, 1991.

Starting Date: Available to start September 1, 1991. **Salary:** Commensurate with qualifications, minimum \$23,000 for 12-month faculty appointment; excellent medical, dental insurance and retirement benefits. 22 days vacation leave.

Application: Submit a letter of application, resume and the names, addresses, and phone numbers of three references to:

**Personnel Officer
Kerr Library 121
Oregon State University
Corvallis, OR 97331-4501**

OSU is an affirmative action, equal opportunity employer and complies with section 504 of the Rehabilitation Act of 1973. Selection will be made with no discrimination on the basis of sex, race, color, religion, age or national origin. Oregon State University is also responsive to the needs of dual career couples.

Consortium for Political and Social Research (ICPSR) as well as from other sources. This position links computer accessed files and printed government information by guiding users to the most appropriate source, regardless of format and will require in-depth knowledge of the contents of ICPSR and census data collections and published census information. The Government Documents/Data Services Reference Librarian reports to the Head of the Government Documents Department and will spend approximately 60% of the work week in the Government Documents Department and 40% in the Data Services Unit. **Qualifications:** Required: ALA-accredited MLS; reference coursework in government documents or relevant experience; experience with microcomputers; strong commitment to public service; interest in the social sciences and quantitative analysis; interest in user education; ability to establish and maintain effective working relationships; effective oral and written communication skills. **Desired:** Experience with census materials in printed and electronic for-

mat; experience in online searching (e.g., CENDATA, NTIS); working knowledge of statistical packages for microcomputers; familiarity with sources of machine-readable data. **Benefits:** Standard benefits package includes life, health, and disability insurance and mandatory participation in the state or optional retirement system (TIAA-CREF or VALIC), 21 days annual leave, and 12 paid holidays. The University of Georgia, located 65 miles east of Atlanta, is a land-grant and sea-grant institution with 13 schools and colleges serving over 26,000 students. **Salary Minimum:** \$22,000. **Application procedure:** Send letter of application and resume with the names and addresses of three references to: Florence E. King, Personnel Librarian, University of Georgia Libraries, Athens, GA 30602. This position will be filled only if suitable applicants are found.

HEAD OF THE LIBRARY. B.J. and Jesse S. Quinney Natural Resources Research Library. The College of Natural resources at

ASSISTANT DIRECTOR FOR TECHNICAL AND AUTOMATION SERVICES

**William Jasper Kerr Library
Oregon State University**

The Assistant Director reports to the Library Director and participates in overall management, policy-making, and planning for the Library as a member of the Administrative Council; provides leadership in planning, organizing, implementing, controlling, and evaluating Technical Services activities and programs; develops, plans, and coordinates in-house automation forums; recruits, trains, assigns, and evaluates Technical Services division heads; anticipates deadlines; interprets library policy to the academic community.

Required: MLS or equivalent degree from an ALA-accredited library program.; minimum 6 years experience in technical Services in an academic or research setting, with increasing managerial/supervisory responsibility (preference will be given to experienced head of Technical Services Departments); experience with the planning and implementation of automated library systems; demonstrated leadership and organizational abilities; strong verbal and written communications skills; flexibility; ability to manage subordinates with a consultative yet decisive, administrative style.

Preferred: a minimum of 5 years supervisory responsibility; proven research and scholarship; a second subject master's degree or Ph.D.

Full-time 12-month faculty appointment; appointment in rank dependent upon qualifications. Minimum \$45,000 per year. Additional medical, dental, insurance, and retirement benefits. 22 days vacation leave.

To ensure proper consideration, candidates should apply no later than **August 1, 1991**. Applicants should submit a letter of application; resume; names, addresses, and telephone numbers of three current references. Forward To:

**Clifford Mead
Chair of Search Committee
William Jasper Kerr Library
Oregon State University
Corvallis, OR 97331-4501
(503) 737-2075**

Oregon State University is an equal opportunity, affirmative action employer. Minority applicants are encouraged to apply and to identify themselves for affirmative action purposes. The University is particularly interested in the applications or nominations of women and minorities, and has a policy of being responsive to the needs of dual career couples.

Utah State University seeks a library head to direct and manage a modern electronic library. Scheduled for opening in mid-1992, the Quinney Library will provide comprehensive technical information services in support of the teaching, research, and extension activities of the college. The successful candidate will supervise the staff, ensure quality of service, develop collections and computer support, and actively participate in planning, organizing, financial controls, reporting and implementing new procedures and ideas. The library head reports to the Dean, and will participate actively as a member of the management and development team of the College of Natural Resources. This position requires an MLS or equivalent; recent administrative experience in a scientific/technical library, information center, or academic department library; experience in managing a library automation or information systems project; demonstrated leadership and personal management skills; an understanding of current and future developments in information technology; the ability to interact with social, physical, and biological scientists; and dedication to implementing policies that achieve patron satisfaction and institutional goals. An

undergraduate degree in a natural resources discipline is desirable. Minimum salary: \$35,000 (negotiable according to experience and qualifications). Excellent benefits. Applications received until August 15, 1991, or until a suitable candidate is identified. Send resume and statement of interest to: Raymond D. Dueser, Library Head Search Committee, Department of Fisheries and Wildlife, College of Natural Resources, **Utah State University**, Logan, UT 84322-5210; (801) 730-2463. Utah State University is an affirmative action, equal opportunity employer.

JAPANESE STUDIES LIBRARIAN. Under the direction of the Head of the Asian Library, the incumbent is responsible for selection, acquisition, collection development, and maintenance of Japanese language material; provides bibliographic and reference assistance and instruction for faculty, students, and general users; performs original cataloging in Western-language materials on Asia; supervises Japanese copy cataloging staff; serves as faculty liaison. Depending upon departmental needs and qualifications of the successful candidate, duties may include coordinating techni-

DIRECTOR, AUGUSTUS C. LONG HEALTH SCIENCES LIBRARY

Columbia University

Columbia University seeks a creative and dynamic librarian for the position of Director, Augustus C. Long Health Sciences Library. We offer the opportunity to bring leadership and vision to build upon a pioneering information management program and to forge an extended role for the library in the instructional program. Reporting to the Vice President for Health Sciences, he/she will be expected to meet successfully the research and instructional needs of faculty and students through continuing enhancement of the collections and services; ongoing development of innovative electronic services such as IAIMS (Integrated Academic Information Management System); and integration of the library's function with the educational programs of the components of the Health Sciences campus. The Health Sciences Library serves the schools of Medicine, Dentistry, Nursing, and Public Health, the Presbyterian Hospital, and other affiliated health care, instruction, and research programs in the Columbia-Presbyterian Medical Center. The Library has an FTE staff of 50-plus, including 16 librarians, a collection of 440,000 volumes and 4,400 serials, a large media center and microcomputer lab, and a comprehensive special collections department. Library operations are automated, and a local MEDLINE subset and multiple CD systems are maintained. Under the IAIMS program, the Library is an active participant in the provision of electronic information services throughout the Medical Center. Candidates should have a record of achievement appropriate for a senior administrative appointment, including demonstrated evidence of imagination, leadership, and managerial skills. An accredited MLS, or equivalent experience, will be expected. Columbia offers a competitive salary (minimum \$70,000) and excellent benefits which include assistance with University housing and an extensive tuition exemption program for self and family. Applications and nominations should be forwarded by **September 15, 1991**, to:

Allan J. Formicola
Chairman of the Search Committee
Box 35 Butler Library
Columbia University
535 West 114th Street
New York, NY 10027

Columbia University is an affirmative action/equal opportunity employer.

cal services operations and participating in other professional activities in the Asian Library. Qualifications: Required: MLS from an ALA-accredited library school or an equivalent; demonstrated reading proficiency in classical and modern Japanese; familiarity with publishing industry in Japan and book-trade concerning Japanese-language materials; knowledge of or experience with AACR2, LCSH, LC and Dewey classification schemes; good English and Japanese-language communication skills; ability to work effectively with a research-oriented faculty and student body; ability to work in a collegial environment; evidence of research orientation and ability to meet university requirements for promotion and tenure. Preferred: At least one year of professional experience in reference or cataloging in an academic or research library; experience with major bibliographic utilities, preferably with OCLC, CJK, or RLIN/CJK; experience in collection development/management in Japanese field. Desired: An advanced degree or strong academic background in Japanese Studies or Asian Studies. Salary and rank: \$23,500 minimum as Assistant Professor or \$28,000 upward as tenured Associate Professor. Salary offered is dependent on rank, experience, qualifications, and scholarly credentials. Librarians must demonstrate excellence in job performance, research, publication, and university/professional/community service in order to meet university standards for tenure and promotion. Application: Send letter of application and complete resume with the names, addresses, and telephone numbers of five references to: Allen G. Dries, Library Personnel Manager, University of Illinois Library (U-C), 1408 West Gregory Drive, Urbana, IL 61801. Phone (217) 333-5494. Deadline: August 31, 1991. The University of Illinois is an affirmative action, equal opportunity employer.

LIBRARIAN. NJIT seeks University Librarian to lead the planned expansion of its library facilities, print and nonprint collections, and related services. A dynamic individual who must be prepared to reshape the library as a keystone of a growing academic community committed to research and interdisciplinary study. Position includes faculty status. Qualifications: MLS and preferably an additional graduate degree in discipline taught at NJIT, suitable experience in academic librarianship and management; familiarity with automated library systems. Salary range: \$49,100-\$75,000 depending upon qualifications and experience. NJIT is the largest comprehensive technological university in the New York/New Jersey area. Nearly 8,000 students are enrolled in baccalaureate through doctoral programs within four schools; Newark College of Engineering, the School of Architecture, the College of Science and Liberal Arts, and the School of Industrial Management. NJIT does not discriminate on the basis of sex, race, color, handicap, national or ethnic origin, or age in employment. Application review will begin July 12, 1991. Send resume to: Personnel Box L, **New Jersey Institute of Technology**, University Heights, Newark, NJ 07102.

LIBRARIAN. UCLA Louise Darling Biomedical Library, Outreach Coordinator, Pacific Regional Medical Library Service. Evidence must show that candidates have: a thorough knowledge of online searching, using the ELHILL command language and NLM databases; familiarity with GRATEFUL MED software and other end-user search programs; in-depth knowledge of a variety of microcomputer hardware and software programs; excellent communications skills, both written and oral; excellent interpersonal and teaching skills; ability to work independently in a variety of situ-

DIRECTOR OF ACCESS SERVICES



Bowling Green State University

Provides leadership and supervision for Access Services which includes the Cataloging, Circulation, and Duplicating and Processing Department of the University Libraries. Project co-director for installation and management of Innovative Interfaces local system to be installed by fall as a component of OhioLINK (statewide library system). As a member of the LLR management team, recommends policies, develops goals and objectives, and advises, and advises the Dean concerning matters relative to Access Services.

Environment: BGSU Libraries and Learning Resources holds 1.5 million volumes at a Ph.D.-granting university of 16,000 undergraduate and 2,500 graduate students. The Library is a campus leader in efforts to promote a culturally diverse environment through programs, exhibits, and the appointment of a multicultural services librarian. The Library is part of an emerging, state-wide, online catalog and materials-sharing network.

Qualifications: Required: ALA-accredited MLS; at least 5 years of successful, professional, library experience; excellent organizational and communication skills; strong knowledge of automated applications in technical services; evidence of commitment to research and publication. Preferred: progressively increasing administrative responsibility in an academic library setting; recent experience with the implementation of an integrated, online system.

Conditions of Employment: minimum salary \$40,000. Assistant/Associate Professor/12-month-tenure-track appointment. BGSU librarians enjoy full faculty privileges which include opportunity to participate in library and university governance. Research and publication are required for tenure. We actively encourage minorities, women, handicapped, and veterans to apply. BGSU is an AA/EOE. Review of applications will begin on **August 1, 1991**, and will continue until position is filled. Send application letter, resume, and names, addresses, and telephone numbers of 3 references to:

Kevin Work
Chair, Search Committee
204 Jerome Library
Bowling Green State University
Bowling Green, Ohio 43403

ations. Candidates must be able to lift 25 lbs. in order to set up and demonstrate the portable technology unit at different sites in the region. Candidates must have a valid driver's license at the time of employment. UCLA is an AA/EOE employer and encourages all qualified persons to apply. Salary range: \$28,668-\$36,696. Anyone wishing to be considered for this position should write to: Rita Scherrei, Associate University Librarian, Personnel and Administrative Services, University Research Library, **University of California at Los Angeles**, 405 Hilgard Ave., Los Angeles, CA 90024-1575. Application letter should include a complete statement of qualifications, a full resume of education and relevant experience, and the names of at least three persons who are knowledgeable about the applicant's qualifications for this position. Candidates applying by September 16, 1991, will be given first consideration.

LIBRARIAN (Reference): Institution: San Jose State University is located at the southern end of the San Francisco Bay in downtown San Jose, CA (pop. 800,000). SJSU is a major university and a center of higher education in urbanized, high technology Silicon Valley. It offers bachelor's and master's degree programs in a wide variety of disciplines and professional fields. A member of the 20-campus California State University system, SJSU enrolls a culturally diverse student body of approximately 30,000 students. The University is committed to increasing the diversity of its faculty so

our disciplines, students and the community can benefit from multiple social, ethnic, and gender perspectives. Duties: Under direction of the Reference Department Head, provides reference assistance, bibliographic instruction, online searching, and collection development. Qualifications: Required: MLS from an ALA-accredited program; excellent oral and written communication skills; demonstrated knowledge of library resources and services, including current library technology; demonstrated awareness of and sensitivity to the educational goals of a multicultural population; ability to maintain cooperative working relationship; ability to work evenings/weekends. Preferred: Cross cultural experience and/or training (e.g., bilingual, bicultural background); knowledge of academic library resources and services. Salary: This is an entry-level, tenure-track position. A record of progressive professional and/or scholarly development is required for tenure and promotion. Twelve-month work plan, plus fringe benefits of the Senior Assistant Librarian rank (\$36,468-\$50,532). Ten-month work plan option available after one year's service. Applications must be postmarked by July 31, 1991. Send application letter, photocopy of transcripts for MLS degree, complete resume, names, and addresses of 3 references, to: Linda Lunell, Library Personnel, **San Jose State University**, One Washington Square, San Jose, CA 95192-0028; (408) 924-2700. AA/EOE

HEAD OF CATALOGING DEPARTMENT

University of South Florida

The University of South Florida, Tampa Campus Library/Head of Cataloging is responsible for managing and supervising the original and copy cataloging units using OCLC and NOTIS, and the physical processing unit; 7 professionals and 14 support staff. Required: ALA-accredited MLS; cataloging experience in an academic or large public library; 5 years post-masters professional experience. Preferred: Administrative experience in an academic or large public library; demonstrated effective organizational, interpersonal, oral, and written communications skills; experience with OCLC and NOTIS or other automated library system; activity in professional associations; familiarity with both book and nonbook cataloging considerations; ability to work effectively in a dynamic environment. Minimum salary: \$34,000. To apply: Send a letter of application, recent resume, and names, addresses, and telephone numbers of 3 professional references by **August 1, 1991**, to:

Leslie Higdon
Secretary to the Search Committee for Head Cataloging
University of South Florida
Tampa Campus Library-LIB 122
4202 East Fowler Avenue
Tampa, FL 33620-5400

By Florida law, applications meetings regarding searches are open to the public. The Library is committed to the concept of cultural diversity. USF is an AA/EEO institution.

MAP LIBRARIAN. Cornell University. Exciting opportunity to develop and promote expanded map services as the John M. Olin library's cartographic information specialist. As a member of the Reference Department manage an extensive map collection of over 191,000 topographic, hydrologic, geologic, political, and road maps, supplemented by a large collection of atlases, gazettes, charts, globes, and cartobibliographic reference aids. U.S. Geological Survey maps and Defense Mapping Agency maps are received through the depository program. Provide a full range of map reference and instruction services: general map reference, selection and interpretation of digital maps and datalines including geographic information systems, user instruction. Works closely with the general reference staff and assists in staffing the main reference desk. Responsible for map collection development in concert with subject and area selections for the library system. Determines map cataloging and oversees paraprofessional searching of bibliographic records for cataloging and oversees paraprofessional searching of bibliographic records for cataloging copy. Directs student and support staff in providing access to the collection. The Olin Library is the largest of the Cornell Library's 18 libraries, with a collection of 2.6 million volumes and 1 million microforms in the social sciences and humanities. This position provides a unique opportunity to participate in planning for renovated map space and the development of augmented public services in a major building renovation. Qualifications: MLS degree or equivalent. Degree and/or experience in geography, cartography, or related fields. Two to four years relevant experience in an academic, special or public library preferred. Understanding of map cataloging practices. Demonstrated organizational, planning, and interpersonal skills. Excellent oral and written communication skills. Experience searching electronic information resources desirable and an interest in working with online information systems is essential. Applications requested by August 1, 1991, but accepted until position is filled. Send cover letter, resume, and name, address, and phone number for three references to: Ann Dyckman, Personnel Director, Cornell University Library, 235 Olin Library, Ithaca, NY 14853-5301. The Cornell University Library is committed to providing a culturally diverse study and work environment, and invites applications from a wide variety of individuals, including members of ethnic minorities. Cornell University is an equal opportunity, affirmative action employer.

MONOGRAPHS CATALOG LIBRARIAN. The University of Alabama seeks applications for the position of Monographs Catalog Librarian, Instructor or Assistant Professor level to provide, under the supervision of the Head, Catalog Department, general original cataloging and editing of OCLC copy for monographs in the main and departmental libraries. To assist with the formulation and review of policies and procedures in the department, and with conducting Graduate School of Library and Information Studies internships. Qualifications: Instructor: Required: An MLS from a program accredited by ALA; knowledge of AACR2, Library of Congress classification, LCSH, and relevant MARC formats; ability to work effectively with others. Desired: Experience with OCLC or other bibliographic utility; recent cataloging experience, preferably in large academic or other research library; coursework, undergraduate or graduate degree in business or the sciences; experience with NOTIS; knowledge of one or more modern European languages. Applicants with OCLC and NOTIS experience strongly preferred. Qualifications: Assistant Professor: Required: An MLS from a program accredited by ALA; recent successful cataloging experience, including original cataloging, preferably in a large academic or other research library; knowledge of AACR2, Library of Congress classification, LCSH, and relevant MARC formats; ability to work effectively with others. Evidence of scholarly contribution. Desired: Experience with OCLC or other bibliographic utility; coursework, undergraduate or graduate degree in business or the sciences; experience with NOTIS; knowledge of one or more modern European languages. Applicants with OCLC and NOTIS experience strongly preferred. Appointment at the Instructor level will be with a beginning salary of \$21,500. Assistant Professor \$25,300 minimum. The University of Alabama is a member of ARL, OCLC, and CRL, and uses the NOTIS system. Send letter of application, resume and names and addresses of three references to: Yvonne Mixon, Catalog Librarian Search, The University of Alabama Libraries, P.O. Box 870266, Tuscaloosa, AL 35487-0266. Postmarked by the application deadline September 15, 1991. The University of Alabama is an equal opportunity, affirmative action employer.

REFERENCE/INSTRUCTION LIBRARIAN. Enthusiastic, energetic librarian interested in working in a dynamic environment, excited about expanding possibilities in information technology, familiar with active learning techniques in library instruction, and

TWO POSITIONS

University of Georgia Libraries

Processing Archivist and Research Technical Archivist. Entry-level positions.

The Richard B. Russell Memorial Library is a department within the University of Georgia Libraries which reports to the Director of Libraries and which functions as a center for the study of recent Georgia politics in both the state and the nation. Although the papers of the U.S. Senator Richard B. Russell are the cornerstone of the Library, acquisitions include the papers of other 20th century political figures such as former secretary of state Dean Rusk. The Russell Library staff consists of the department head, two archivists, and two other staff and is responsible for the acquisition, preservation, and processing of permanent historical records according to archival standards and procedures and for providing reference assistance to a variety of patrons. The Archivists are members of the Libraries' faculty and report to the head of the Russell Library.

Processing Archivist:

Duties include supervising, coordinating, and participating in processing archival collections; preparing inventories and finding aids for collections; developing and supervising departmental conservation program; planning, implementing, and monitoring processing procedures and guidelines; maintaining processing manuals and accession register; overseeing maintenance of archival indexes and catalogs; training and supervising staff and/or students; and participating in development of automated access to archival holdings.

Qualifications:

Master's degree and ACA archival certification (we will accept applications from individuals who plan to take the September 1991 certification examination); demonstrable knowledge of archival arrangement and description; strong organizational ability; working knowledge of historical research methodology; effective oral and written communication skills; ability to establish and maintain effective working relationships with coworkers, donors, and patrons; Experience with computer applications for archival collections desired; previous supervisory experience desired.

Research, Technical Archivist:

Duties include planning, developing, and supervising maintenance of automated access to archival holdings; may include future responsibility for creating current and retrospective records of holdings for

ready to be actively involved in new Undergraduate College curriculum. Incumbent will provide reference service in both print and electronic sources, participate in bibliographic instruction program, select monographs in assigned subject areas, and oversee one area of UGL operations, depending on strengths and interests. Qualifications: Required: ALA-accredited MLS, experience in the use of electronic information resources, excellent communication and interpersonal skills, and ability to work in a cooperative mode with academic faculty and other librarians in the system. Highly desirable: professional public service experience in an academic library; interest in undergraduate education; and evidence of ability to provide bibliographic instruction in diverse settings. Rank: Tenure-track faculty position with the rank of Assistant Librarian, \$24,000 or higher; with the rank of Senior Assistant Librarian, \$28,000 or higher. Salary at either rank will be competitive and commensurate with qualifications. Send letter of application and resume, including the names of at least three references to: Mary Ellen State, Library Personnel Officer, University Libraries, SUNY at Buffalo, 432 Capen Hall, Buffalo, NY 14260. Search committee will begin reviewing applications in July. An EO/AA employer. Ethnic minorities are encouraged to apply.

REFERENCE LIBRARIAN. International Relations. Ginn Library of the Fletcher School of Law and Diplomacy, Tufts University. Provides the full range of information services to graduate students and faculty. Responsible for reference desk service, online searching, preparing and conducting instructional sessions, developing and maintaining the reference collection. Required: MLS from ALA-accredited institution, subject expertise in social sciences or business, at least two year's experience in academic/research library. Preferred: subject master's degree in related subject, experience with international student body. Appointment at Assistant or Associate Librarian rank in salary range \$29,000-\$39,000 commensurate with qualifications and experience. Full benefits package. Position open June 1, 1991. Apply with letter, resume, and names of three references to: Natalie Schatz, Director, Ginn Library, Fletcher School of Law and Diplomacy, Tufts University, Medford, MA 02155. Minority candidates are encouraged to apply.

REFERENCE LIBRARIAN/AGRICULTURE AND LIFE SCIENCES. Provides general reference service with specialization in agriculture and life sciences. Share evening and weekend

OCLC and/or RLIN databases; developing and maintaining reference collection database; researching, writing, and preparing guides to holdings for publications and other reference aids; reporting holdings to appropriate guides and journals; assisting with reference services and collection development as assigned and participating in archival processing.

Qualifications:

Master's degree and ACA archival certification (we will accept applications from individuals who plan to take the September 1991 certification examination); experience with computer applications in an archival setting; working knowledge of historical research methodology and experience with standard bibliographic tools; strong organizational ability; effective oral and written communication skills; ability to establish and maintain effective working relationships with co-workers, donors, and patrons; knowledge of USMARC AMC and experience in working with IBM-compatible software, preferably WordPerfect and Dbase, desirable.

Benefits:

Standard benefits package includes life, health, and disability insurance and mandatory participation in the state or optional retirement system (TIAA-CREF or VALIC), and 21 days annual leave, plus 12 paid holidays.

The University of Georgia, located 65 miles east of Atlanta, is a landgrant and sea-grant institution with 13 schools and colleges serving over 26,000 students.

Salary minimum: \$22,000

Application Procedure:

Send letter of application indicating which position(s) you are interested in and addressing all qualifications with a resume and the names and addresses of three references by **August 19, 1991**, to:

**Florence E. King
Personnel Librarian
University of Georgia Libraries
Athens, GA 30602**

This position will be filled only if suitable applicants are found.

schedule in general reference. Responsibilities include general and subject-specific bibliographic instruction, collection development, liaison with agriculture and life science faculties, promotion of database searching (both mediated and on CD-ROM). Qualifications required are: ALA accredited MLS, an academic degree in agriculture and/or life sciences, and a minimum of two years reference experience. Position requires excellent communication skills; ability to work effectively with students, faculty, and colleagues; experience with BRS, DIALOG, or STN search services, and CD-ROM databases. Knowledge of state and federal agricultural publications and documents desired. Annual salary is \$23,000 minimum, depending upon qualifications, with rank of assistant librarian/assistant professor. Twelve-month, tenure-track, TIAA/CREF, twenty-two days annual leave, tuition, and other benefits. The University of Arkansas, Fayetteville, is a land-grant university and the major academic institution in the state, offering a full range of undergraduate, graduate, and professional degrees. Situated in the Ozarks, Fayetteville (population 42,000) offers cultural and recreational opportunities associated with natural beauty and a university community. Applications will be accepted until the position is filled. Send letter of application, resume, and names, addresses, and telephone numbers of three current refer-

ences to: John A. Harrison, Director of Libraries, **University of Arkansas**, Fayetteville, AR 72701-1201. The University of Arkansas is an equal opportunity, affirmative action employer. Applicants must have proof of legal authority to work in the United States.

SCIENCE LIBRARIAN. Seeking an energetic and forward-looking science librarian to provide information services in the Carlson Science and Engineering Library. Participate with a team of four librarians and ten staff in planning and implementing innovative services to the University's science and engineering community. Serve as Biology Librarian, with responsibilities for collection development, liaison with faculty and students, orientation, bibliographic instruction, and advanced reference service using electronic information sources. Oversee activities of 2.5 FTE staff and 45 students in the Library's busy, service-oriented automated circulation/reserve unit, which is also responsible for maintenance of stack areas. The University of Rochester is a private university with strong science and engineering teaching and research programs. Approximately 40% of the undergraduate and graduate students and 1100 faculty are involved in these programs. The University Library is a member of RLG, ARL, CRL. Qualifications:

Bachelor's degree in a science discipline or extensive coursework in college-level biology. MLS from an accredited program. Demonstrated written and oral communication skills. Position available October 1, 1991. First consideration given to applications received by September 3, 1991. Salary: \$23,000 minimum, depending on qualifications. Send letter of application, resume, and names of three references to: Arleen N. Somerville, Science Librarian Search, Carlson Library, **University of Rochester**, Rochester, NY 14627-0236. Phone (716) 275-4465, Fax (716) 473-1712. EOE.

SCIENCE REFERENCE LIBRARIAN. Reports to Head of Reference. Provides reference and consultation services in the physical sciences in a highly automated environment with a strong public service commitment. Primary responsibilities include participation in staffing of reference desk (including some evenings and weekends), online searching, development of computer assisted reference services, some collection development, library orientation/instruction, and liaison to faculty in the Physical Sciences Departments. Required: ALA-accredited MLS; experience in scientific or research environment; interest, knowledge, or working experience with library microcomputer applications; experience with providing reference service; demonstrated flexibility, innovation, and ability to work well with colleagues, faculty, staff, and students. Salary: \$23,000 minimum for 12-month appointment, depending on experience and qualifications. Academic rank/tenure-track. Vacation of 22 working days plus state holidays. Choice of retirement and medical plans. Kansas State University, founded in 1863 and one of the nation's oldest land-grant universities, is located in Manhattan, a community of 45,000 in the rolling Flint Hills. The University has an enrollment of over 20,000 students and employs 1500 full-

time faculty. KSU Library contains approximately 1,100,000 cataloged volumes, has a materials budget in excess of \$2,300,000, and has recently implemented NOTIS. Deadline for application: July 19, 1991. Position available immediately. Send letter of application, resume, names, addresses, and telephone numbers of three relevant references to: Jean McDonald, Administrative Services Officer, **Kansas State University** Libraries, Manhattan, KS 66506. KSU is an affirmative action, equal opportunity employer. Women and minorities are encouraged to apply.

SPECIAL COLLECTIONS LIBRARIAN/COLLEGE ARCHIVIST. Promotes understanding and use of various Special Collections (printed, manuscript, archival); develops collections through gift solicitation and requests; catalogs and prepares finding aids; shares general reference service including some nights and weekends; coordinates library's preservation efforts; some opportunity for teaching. Required: ALA-accredited MLS or its international equivalent; knowledge and appreciation of the conditions and history of the Southwest and the West; a commitment to library skills as a liberal art. Preferred: Experience in Special Collections, reference, library instruction, cataloging; preservation; knowledge of Spanish. Twelve-month, annually renewable contract. Applications will be accepted until filled. Screening will commence August 19. Preferred starting date January 1991. Minimum salary \$24,000. Colorado College is an equal opportunity employer. The College seeks candidates who can address the perspective of women and minorities in all of its programs. Send letters of application, resumes, and names of three references to: Librarian Search Committee, **Colorado College**, Tutt Library, 1021 N. Cascade Ave., Colorado Springs, CO 80903.

LATE JOB LISTINGS

DOCUMENTS LIBRARIAN/FEDERAL TECHNOLOGY SPECIALIST. Under the general direction of the Head of the Documents Library, provides reference service during scheduled weekday hours; participates in the department's instructional, promotional, and online services programs; assists in the provision of bibliographic control for documents; and maintains liaison with other public and technical service units in the Library. All documents librarians contribute in varying degrees to all functions listed above; each also has a particular coordinating responsibility within the department. Additional duties for this position include responsibility for the installation, planning, and implementation of new electronic information products, especially those in compact disk format; staying abreast of new hardware and software developments; providing continuing education for the departmental staff and other Librarians in the area of technological innovation; supervising maintenance and acquisition of appropriate hardware and software to support this service; and developing new programs in response to new products supplied by the Government Printing Office through the depository program. Qualifications: MLS from an ALA-accredited library school or its equivalent. At least one year of professional experience with a broad range of federal documents in a large research, academic, or special government publications unit. Knowledge of documents, reference techniques, and bibliographic sources. Familiarity with census and other statistical data. Experience with DOS-based microcomputers and with microcomputer based information systems in all formats including online, diskette, and CD-ROM. Effective oral and written communication skills and the ability to work well with people, both individually and in groups. Evidence of a strong commitment to responsive and innovative service. Preferred: User education experience; experience with an online public access catalog and other online bibliographic databases; cataloging experience; and a knowledge of the OCLC system. Salary and rank: \$23,500 upward, depending on experience and qualifications. Appointment as Assistant Professor of Library Administration. Librarians must demonstrate excellence in librarianship, research, publication, and university/professional/community service in order to meet university standards for tenure and promotion. Application: Send letter of application and complete resume

with the names, addresses, and telephone numbers of five references to: Allen G. Dries, Library Personnel Manager, **University of Illinois Library (U-C)**, 1408 West Gregory Drive, Urbana, IL 61801. Phone (217) 333-5494. The University of Illinois is an affirmative action, equal opportunity employer. Deadline for applications is August 15, 1991.

GOVERNMENT PUBLICATIONS LIBRARIAN, 0.75 FTE to work in a job-share position. Plan, promote, coordinate, collect, and maintain federal and state documents and services. Participate in reference and bibliographic instruction. Reports to the Head of Government Publications. 12-month faculty tenure-track position to begin 1/1/92. UWEC houses a selective depository for federal publications (50%) and a regional depository for Wisconsin documents. Total collections include 210,000 hardcopy and 150,000 microfiche documents. Qualifications: A subject MA and grant writing experience are desirable. Required are: an ALA/MLS; professional managerial experience in a research or academic library; familiarity with depository library operations and issues; excellent communications skills; professional involvement; commitment to public services; ability to meet tenure guidelines. Salary: \$22,000+, commensurate with experience. Send letter of application, vita, and names, addresses, and phone numbers of three references to: Leslie Foster, Chair, Recruitment Committee, McIntyre Library, **University of Wisconsin-Eau Claire**, Eau Claire, WI 54702-5010. Applications received after October 1, 1991, cannot be assured consideration. AA/EEO

MUSIC LIBRARIAN. Reed Library, State University of New York, College at Fredonia, invites applications for the position of Music Librarian. The Music Library functions as a departmental library within the main library building, serving the needs of the School of Music with its 37 full-time faculty, 10 part-time faculty, and 330 students. The music collections contain more than 30,000 scores, 15,000 books, 15,000 recordings, and 115 current serial titles. Reed Library serves a total student population of nearly 5,100 with collections of nearly 400,000 volumes. The Library recently installed the PALS integrated library system and is in the final stages of a \$6 million building addition and renovation. Responsibilities of the Music Librarian include managing the Music Library loan activities, providing reference services and library instruction, developing the collection, and maintaining a collegial relationship with instructional faculty. Reed Library employs a concept of team management; as a member of the Public Access Team the Music Librarian consults and works closely with other Public Access librarians. Required qualifications: MLS from an ALA-accredited institution and an undergraduate degree in music. Desired Qualifications: a master's degree in music, library experience, teaching experience. Appointment will be at the rank of Assistant Librarian (minimum salary \$23,400) or Senior Assistant Librarian (minimum salary \$26,900). Applications will be received until the position is filled. Send letter of application, resume, and, names, addresses, and telephone numbers of four references to: Richard Hart, Music Librarian Search Committee, Reed Library, **State University of New York**, College at Fredonia, Fredonia, NY 14063. The College at Fredonia is an affirmative action, equal opportunity employer.

MUSIC LIBRARIAN (Search Reopened). The University of Nevada, Las Vegas, seeks an energetic and versatile music librarian to do collection development of music scores, sound recordings and books; assist the faculty of the Music Department in assessing and developing library resources; perform cataloging, retrospective conversion, and database maintenance for scores and sound recordings; do reference and bibliographic instruction. For continued employment, successful performance of job responsibilities and a record of university and professional contributions that meet university standards is expected. Required: ALA-accredited MLS; knowledge/experience with collection development; knowledge of the fields of music in applied and theoretical/historical aspects; familiarity with music

cataloging, including AACR2, MARC tagging, LC classification and subject headings; training on OCLC or other bibliographic utility; user-oriented philosophy; effective communication and interpersonal skills; master's degree in music history or the equivalent. Prefer: Two years' experience in a music specialty in an academic library; reading knowledge of one or more modern European languages (German highly desirable); familiarity with automated library systems. Salary: Negotiable, depending upon qualifications and experience; \$28,000 minimum for new professional librarian. Application deadline: August 19, 1991. Send application letter; resume; names, addresses, and phone numbers of three references to: Mary Dale Deacon, Dean of Libraries, **University of Nevada, Las Vegas**, 4505 Maryland Pkwy., Las Vegas, NV 89154-0001. Librarians at UNLV have tenure-track positions with faculty status, 12-month appointments with 24 days of paid vacation and a standard package of fringe benefits including TIAA/CREF. No state income tax.

LIBRARIAN (science and engineering). Head of the Sprague Library, the Librarian is responsible for the leadership, program development, and administration of the collections and services of the Sprague Library on the campus of Harvey Mudd College, a highly selective undergraduate science and engineering institution. Reporting to the Director of the Libraries, the Head is also involved in managing library programs to provide services for the faculty, staff, and students of the five undergraduate colleges and one graduate institution comprising the Claremont Colleges. The Sprague Library has a staff of 3 FTE plus student assistants and a collection of 74,000 volumes with strengths in science and engineering including selected government publications, microtext materials, and materials in machine-readable formats. The Library is one of four units in a library system that is highly automated and maintains more than 1.7 million volumes utilizing an integrated online system designed by innovative interfaces. Qualifications: ALA-accredited MLS; subject background in engineering, computer science, or related field preferred; significant scientific/technological subject matter experience highly desirable; library management experience including collection development, personnel management, and budget management; ability to work creatively and effectively with library users and staff; good communication skills; strong service commitment and understanding of science information needs in an academic setting; knowledge of and experience with automated library systems, online database services, and computer assisted information retrieval. Salary: \$25,000 minimum-but with appointment in the mid \$30,000s for substantial experience; 22 days vacation; good health and other benefits packages. Application Procedures: Send letter of application; resume; and names, addresses, and telephone numbers of at least three references to: Alberta Walker, Associate Director, **Claremont Colleges Libraries**, 800 North Dartmouth, Claremont, CA 91711. Review of applications begins September 1, 1991, and continues until position is filled. An equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN: Responsible for supervision of interlibrary loan and document delivery service. Serve at Reference Desk and assist with bibliographic instruction. Opportunity for participation in collection development some weekend and evening hours. Required: Master's degree in Library Science from an ALA-accredited institution. Preferred: High comfort level with automation; some experience with ILL and personnel supervision. Salary: \$22,500-\$23,700. This is a twelve-month, tenure-track position with TIAA/CREF or state retirement, and other state benefits. Availability of position is contingent upon continued funding through State appropriation. Hunter Library has an annual materials budget of approximately \$700,000, contains over 390,000 volumes, and has a staff of 14 professionals and 25 paraprofessionals. The Library is a member of the Western North Network shares resources through an LS 2000 online catalog, an automated circulation system and a document delivery service. Send letter of application, resume, transcripts, and names and phone numbers of three references to: Sharon

Kimble, Hunter Library, **Western Carolina University**, Cullowhee, NC 28723. Preference given to applications received by August 15, 1991. Western Carolina University is one of the sixteen senior institutions of the University of North Carolina and an affirmative action, equal opportunity employer. The University is located in the Appalachian Mountains, 55 miles southwest of Asheville, near the Great Smoky Mountains National Park and approximately 150 miles north of Atlanta.

HEAD OF TECHNICAL SERVICES, Monroe C. Gutman Library, Harvard Graduate School of Education. Duties: Responsible for administration of the Technical Services Department including acquisitions, cataloging, serials, preservation, and processing. Hire, train, and supervise 5 support and 2 professional staff. Supervise and participate in cataloging output of the department. Disseminate and interpret new cataloging information and act as authority for complex cataloging. As part of the Gutman Library management team, work closely with head librarian and other supervisors. Qualifications: MLS from ALA accredited program, several years of administrative library experience preferred; thorough knowledge of AACR2, LC Subject heading practice, and OCLC. Demonstrated experiences with complex original and serials cataloging; demonstrated management and supervisory skills. Public service orientation desirable. Salary: Salary dependent on experience, minimum \$39,600. Available: September 1, 1991. Apply with letter and resume to: Ellen Sterling, Personnel Office, 118 Longfellow Hall, **Harvard Graduate School of Education**, 6 Appian Way, Cambridge, MA 02138.

COORDINATOR OF REFERENCE AND INSTRUCTIONAL SERVICES. Responsible for coordinating, leading, and administering a strong user-oriented reference and instruction program. Will participate in library management and automation. Also includes some collection development. Requirements: MLS from ALA-accredited institution. Minimum five years relevant library experience including two years administrative experience. Must have excellent communications, interpersonal, and administrative skills. Experience with emerging technologies highly desirable. Social Science background helpful. We are looking for a high degree of competence and enthusiasm. Salary: \$30,000 up depending on rank and qualifications. Application Deadline: August 1, 1991, or until the position is filled. Send: Letter of application, resume, transcripts, and names of 3 references to: Michael J. McLane, Director, Penfield Library, **State University College, Oswego**, NY 13126. SUNY OSWEGO is an equal opportunity employer. Women, minority persons, handicapped persons, and vietnam veterans are encouraged to apply.

SERIALS LIBRARIAN at faculty rank of Instructor or Assistant Professor depending upon qualifications and experience. Responsible for technical and public services functions in a combined serials and microform department with over 2,400 current serial subscriptions, 34,000 bound volumes, and 1.2 million microform units. Responsibilities include collection development and management, i.e., acquisitions, cataloging, maintenance of records, providing access and interpretation of the serials collection to users. Some night and weekend reference work required. An ALA-accredited master's degree required; professional experience with serials in academic or research library desirable. Salary range is \$23,600-\$38,442 depending upon academic credentials and experience. Library faculty are on nine-month academic year contracts with additional summer work available on a pro-rated basis. Employment date is January 1992. Application deadline is October 10, 1991. Applicants must submit a letter of application, current resume, transcripts, and names, addresses, and telephone numbers of three references, preferably from current or former employers to: Richard M. Matovich, Chair, Serials Librarian Search Committee, Manderino Library, **California University of PA**, 250 University Ave., California, PA 15419-1394, California University of PA is an affirmative action/equal opportunity employer actively seeking minority candidates.

OFF-CAMPUS SERVICES/REFERENCE LIBRARIAN. Full-time faculty position (12-month contract year) to coordinate library services to students and faculty in off-campus programs. Periodic travel to off-campus sites in So Cal area required to promote services and assist users. Provides leadership in evaluation, planning and implementing library services through active liaison with Whitehead program constituents and library faculty. Supervise/train part-time library staff assigned to program. Will also share scheduled reference duty in Armacost Library approx 25% of time, including some evenings and weekends. Other duties to be assigned based upon experience and qualifications. Requires ALA-accredited MLS, strong service commitment, and effective organization/communication skills. Academic library orientation and work with adult learners preferred. Appointment at Assistant/Associate Librarian rank in salary range \$23,967-\$29,677 depending on qualifications. Full employee benefits package. Apply with letter, resume, and 3 work-related references by August 15, 1991, to: Fred E. Hearth, Library Director, Armacost Library, **University of Redlands**, 1249 E. Colton Ave., Redlands, CA 92374. EOE employer.

INFORMATION TECHNOLOGIES REFERENCE LIBRARIAN. State university seeks service-oriented librarian to coordinate automated reference services (CD-ROMs, OPAC, and telecommunications maintenance) in tandem with technical support staff. Responsibilities will include reference desk assistance, library instruction, online searching, liaison/collection development duties, and participation in night/weekend rotation. Minimum requirements: MLS from an ALA-accredited program, excellent communication and interpersonal skills, problem-solving abilities, and ability to meet criteria for appointment, promotion, and tenure. Available: August 15. Minimum salary: \$22,000. Faculty rank and status, 20 vacation days, health/dental insurance, TIAA/CREF. Closing date: July 15 or until filled. Send letter of application, resume, three references with names, addresses, and telephone numbers to: Mary Ellen Elsbernd, Reference Search Committee, Stealy Library, **Northern Kentucky University**, Highland Heights, KY 41099. NKU is an affirmative action, equal opportunity employer.

Build Your Future

For More Information:

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