

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/jobs>. 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.

SERVICES

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POSITIONS OPEN

AUTHORITIES AND DATABASE MAINTENANCE LIBRARIAN.

Florida International University (FIU) is seeking an energetic, service-oriented, entry-level librarian to work at the Green Library, University Park Campus, Miami. After a period of orientation, the successful candidate will be expected to supervise two technicians, handle complex authority control issues, and oversee database maintenance and clean-up projects. Required: MLS from an ALA-accredited program; knowledge of AACR2r, LCRI, LCSH, MARC21 formats, LC classification, and an understanding of the principles of authority control; computer and analytical skills. See the full position posting and application procedures at: <http://library.fiu.edu/news/obs/auth.html>. See the full job description at: <http://library.fiu.edu/news/obs/authdesc.html>. Review of applications will begin July 28, 2003, and continue until the position is filled. FIU is a member of the State University System of Florida and is an equal opportunity, equal access employer and institution.

BUSINESS SERVICES LIBRARIAN I/II. The University of

Maryland, Baltimore County (UMBC), an honors university serving approximately 9,000 undergraduate and 1,500 graduate students, is one of two public universities in Maryland to achieve the "doctoral/research university-extensive" Carnegie classification. Located just outside Baltimore and 45 minutes from Washington, D.C., the campus is growing rapidly under dynamic leadership. The university's ongoing commitment to strengthen the library has led to investment in extensive technological development and online resources (see www.umbc.edu/library), complementing a superb facility enlarged and renovated in 1995, and holding more than 850,000 volumes. Reporting to the Director, the Business Services Librarian is responsible for preparation and oversight of budget, procurements, and contracts; management of library operating accounts and librarywide audit compliance; supervision of administrative offices staff; management of personnel account and payroll; preparation of statistical reports; coordination of building operations and equipment; and, eventually, management of Library Accounting and Receiving unit. Requirements: ALA-MLS; demonstrated understanding of academic libraries, collegial workplace, business management, accounting; excellent written and oral communication skills; competency in an automated business environment. Preferred: Experience in library business services, proven managerial and organizational skills. UMBC is a highly selective and diverse campus; candidates must demonstrate ability to

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.

strengthen library services to a diverse user group. Salary and Benefits: Position is a 12-month library faculty appointment at anticipated rank of either Librarian I or II. Rank and salary commensurate with qualifications. Comprehensive benefits. The successful candidate will be expected to meet library and university requirements for reappointment, promotion, and permanent status. Applications: Review of applications begins July 15, 2003; applications accepted until position is filled. Send letter of application, résumé, and names of three references to: Larry Wilt, Direc-

HEAD OF REFERENCE AND INSTRUCTIONAL SERVICES

Columbia College

Columbia College Chicago seeks an experienced individual to lead reference and information services, oversee innovative library instruction and information literacy programs, and provide faculty outreach.

Responsibilities include delivery of reference services; working with faculty and administration to develop a vision for information literacy; participation of digital initiatives; supervising and mentoring six full-time librarians; oversee all reference desk activities and supervise interlibrary loan department; coordinate outreach with faculty and staff; participate in planning and policy development; involvement in collection development responsibilities for one or more subject disciplines.

QUALIFICATIONS: ALA-accredited MLS; minimum five years' supervisory experience; knowledge of trends and issues in reference services; demonstrated managerial skills; creation of new and innovative library services; proficiency in use of traditional and electronic resources and implementation of Web-based technologies. Second master's degree and/or background in arts/communications are a plus.

We offer a competitive salary and excellent benefits package. Minority and women applicants are especially encouraged to apply. Please submit a cover letter and résumé to:

**Library, HR-IS-1
Columbia College Chicago
600 S. Michigan Avenue
Chicago, IL 60605**

Equal opportunity employer, m/f/d/v.

REFERENCE/GOVERNMENT DOCUMENTS LIBRARIAN

University of Minnesota Duluth Library

The University of Minnesota Duluth (UMD) Library has a Reference/Government Documents Librarian position available. To learn more about the UMD Library, please visit: www.d.umn.edu/lib.

SALARY: Full-time, 12-month, academic position with an annual renewable contract. Minimum salary of \$34,000. Excellent benefits. Moving allowance.

DESCRIPTION: Full position description available at www1.umn.edu/ohr/employ.html listed with academic professional positions by job number DU998.

REQUIRED QUALIFICATIONS: Master's degree from an ALA-accredited library school or equivalent credentials from a foreign institution. Must have degree by date of appointment. Reference experience or related coursework; knowledge of, and experience using, electronic information resources; experience creating Web pages; effective oral and written communication skills; and experience and interest in learning new skills.

RECRUITING SCHEDULE: Position available October 6, 2003. Review of complete applications will begin **July 28, 2003**, and will continue until position is filled.

APPLICATIONS: Complete applications must include a résumé, a letter of application, and the names, addresses, telephone numbers, and e-mail addresses of three current professional references. Send complete applications to:

**Jane Bottoms
Library Administration
University of Minnesota Duluth
416 Library Drive
Duluth, MN 55812**

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

Assistant Dean/Chair of Reference Services and Collection Development

Hofstra University

POSITION OPENING: Available July 1, 2003.

Hofstra University's Joan and Donald E. Axinn Library seeks a dynamic, innovative team player with a user-centered vision of 21st-century information services to lead the Department of Reference Services and Collection Development. This senior-level position reports directly to the Dean of Library and Information Services and is responsible for a department composed of 12 full-time library faculty, 13 part-time library faculty, 10.5 staff members, and student assistants. Department includes general reference, document delivery/interlibrary loan, library instruction, the curriculum materials center, government documents, and collection development.

QUALIFICATIONS: MLS or equivalent from an ALA-accredited program and additional relevant graduate degree; administrative experience providing reference service in an academic or research library and knowledge of collection development; effective communications skills; demonstrated commitment to professional growth and development; familiarity with broad range of information technology.

SALARY: Salary commensurate with the candidate's experience and the responsibilities of the position. Minimum: \$70,000.

TO APPLY: Send cover letter, résumé, and contact information for three professional references to:

Daniel R. Rubey
Dean of Library & Information Services
Joan and Donald E. Axinn Library
123 Hofstra University
Hempstead, NY 11549-1230

Applications and requests for further information may be submitted by e-mail to: daniel.rubey@hofstra.edu. Review of applications will begin **May 23, 2003**, and continue until position is filled.

Equal opportunity employer.



INFORMATION AND EDUCATION SERVICES LIBRARIAN

St. Clair Community College

St. Clair County Community College, Port Huron, Michigan, invites applications for a full-time Information and Education Services Librarian to start in fall 2003.

The full job description and application form are available online at www.sc4.edu, or upon request from Human Resources, (810) 989-5534.

The deadline for applications is **July 23, 2003**. Please refer to Job Code F11C.

SC4 is an equal opportunity employer seeking and supporting a diverse workforce.

tor, Library 353, UMBC, 1000 Hilltop Circle, Baltimore, MD 21250 or aok@umbc.edu. Further information: aok.lib.umbc.edu/adm/main.php3. UMBC is an affirmative action, equal opportunity employer.

DIRECTOR OF THE LIBRARY. Fontbonne University, a Catholic coeducational institution sponsored by the Sisters of St. Joseph of Carondelet, seeks a Director of the Library. The successful candidate must have an ALA-accredited MLS, several years of professional experience in a college or university library, and evidence of working collaboratively with faculty, staff, students, and the public. Other expectations of the Director include: A commitment to shared decision making with professional staff and the ability to advance the library and its services through the campus; an ability to create a vision for the library; excellent communication skills and a strong service orientation; knowledge of emerging technology; experience with the use of an online public access catalog and online resources for teaching and research; an interest in pursuing opportunities for grants and for collaboration with other institutions. The Director reports to the Vice President and Dean for Academic Affairs. To Apply: Send cover letter, curriculum vita, and names and telephone numbers of three professional references to: Library Search Committee, Office of Academic Affairs, **Fontbonne University, 6800 Wydown Boulevard, St. Louis, MO 63105-3098**. Fontbonne University is an affirmative action, equal opportunity employer and encourages applications from under represented groups.

HEAD OF INTERLIBRARY LOAN/DOCUMENT DELIVERY SERVICES. University of Central Florida (UCF) Libraries, Orlando, Florida. Responsibilities: The Interlibrary Loan/Document Delivery Services Department seeks dynamic, collaborative leadership. The successful candidate will demonstrate an expansive, user-focused approach to services including desktop delivery, distance learning, and integration of advanced technology, as well as the ability to implement change by modeling initiative and collegiality. This department head is responsible for planning and integrating services that support the strategic objectives of the library. This includes delivering library resources to faculty, students, and branch campuses; utilizing the latest information technology; monitoring resource-sharing agreements; training and super-



BIBLIOGRAPHER

History and Latin American and Caribbean Studies – Assistant or Senior Assistant

The University at Albany Libraries is seeking an energetic, knowledgeable, creative librarian to serve as the bibliographer for the University's History and Latin American and Caribbean area studies programs. Other area studies assignments will include Hispanic, Asian and East Asian studies. Evaluates and develops collections (all material formats), manages subject acquisitions budgets, provides bibliographic instruction and research consultation for faculty and students in assigned subject areas, and develops, authors, and maintains subject Web sites. Provides general reference services during assigned hours, including some evenings and weekends. Reports to Assistant Director for Collections. Research, publication and service to the Libraries, University and profession are expected to satisfy criteria for continuing appointment and promotion.

QUALIFICATIONS - Required: Graduate degree in librarianship from an ALA-accredited institution or foreign equivalent. Demonstrated subject background knowledge in history and/or Latin American and Caribbean studies. Working knowledge of Spanish. Experience with library and office computer applications. Demonstrated ability to author and manage Web pages. Evidence of ability to interact collaboratively with teaching faculty and library faculty and staff. Excellent oral and written communication skills. Strong commitment to public service, outreach and information literacy. **Preferred:** Undergraduate or graduate degree in history or discipline related to Latin American and Caribbean area studies, Hispanic Studies, or Asian and East Asian Studies. Collection development or reference experience in an academic library setting.

SALARY: Commensurate with education and experience.

TERMS & BENEFITS: Twelve month appointment; sick leave and annual leave at 1.25 days each per month; health insurance; dental, vision and prescription coverage. Social Security coverage. TIAA/CREF or New York State Teachers Retirement available (employee contribution rate 3%).

Submit applications via e-mail to: azrl@uamail.albany.edu, Anna Z. Radkowski-Lee, Library Personnel Officer, University Libraries - UL III, University at Albany, 1400 Washington Avenue, Albany, New York 12222.

Review of letters of application and resumes will begin July 31, 2003. Please include the names, addresses, and phone numbers of three references we can contact.

The University at Albany, State University of New York is an Equal Opportunity/Affirmative Action/IRCA/ADA Employer.

WILLIAMS

Reference/Web Services Librarian Williams College Libraries

- Participate in the educational mission of a top-ranked, independent, liberal arts college located in the Berkshires in Western Massachusetts.
- Work as a member of a pro-active team dedicated to providing excellent reference and instruction services in the humanities and social sciences.
- Lead the library's efforts to develop an interactive, user-centered web site to serve the curricular and scholarly needs of the College.

If you are creative and looking for an opportunity to apply your web development skills while also providing front line reference and instruction services, our team-based, service-oriented library is the place for you.

For complete job description and requirements:
<http://www.williams.edu/admin/hr/postings/jobs.html>
Review of applications will begin on **July 7, 2003**
and continue until position is filled.

Send a cover letter including Job #1963-ACRL, resume, and **URL for web portfolio** to:

Office of Human Resources, Williams College
15 Park Street, Williamstown, MA 01267

Phone: (413) 597-3129, Fax: (413) 597-4060, e-mail: hr@williams.edu

- Williams College welcomes diversity • AA/EOE



TWO POSITIONS AVAILABLE

Washington University

Catalog Librarian

Washington University Libraries seek a detail-oriented and innovative librarian to serve as Catalog Librarian. In addition to general cataloging responsibilities, this position has primary responsibility for coordinating the cataloging workflow of print and electronic serials. The position reports to the Librarian Supervisor, Original and Adaptive Cataloging Unit.

RESPONSIBILITIES

General Cataloging Duties (50%) include performing original and complex adaptive cataloging in a variety of print, nonprint, and digital formats in all subject areas according to AACR2rev, OCLC, and LC standards and using the Innovative Interfaces integrated library system and OCLC; participating in the NACO and OCLC Enhance programs; creating and maintaining records in the online catalog; formulating cataloging policies and procedures; assisting with training of personnel.

Special Area of Responsibility (40%) includes coordinating the cataloging workflow of print and electronic serials.

Additional Duties (10%) include participating in librarywide activities and committees; keeping current in professional matters through attendance at professional meetings and reading professional literature.

QUALIFICATIONS

MLS (MLIS) from an ALA-accredited library school; academic library cataloging experience with AACR2rev, LCSH, and LC classification desirable; strong reading knowledge of a Western European foreign language required, Spanish preferred; experience with cataloging nonprint materials, especially electronic serials, desirable; experience with an online bibliographic utility and an integrated library system desirable; knowledge of MARC formats and metadata standards desirable; knowledge of online authority control systems desirable; ability to analyze problems and determine solutions; an understanding of the information needs of a research community; ability to work effectively in a collegial manner in a changing environment.

Reference/Subject Librarian

Washington University Libraries seek a service-oriented and innovative librarian to join the 12-member Olin Library Reference Department to serve as a Reference/Subject Librarian. The person in this position reports to the Head of Reference.

RESPONSIBILITIES

Reference Duties: (60%) Provides general reference services and in-depth reference services in designated subject area(s) of the humanities and social sciences; provides general reference service at the Olin Library Help Desk (includes some evening and weekend hours); participates in the library user education program (including classroom instruction, tours, and subject Web page development).

Planning and Evaluation Duties: (20%) Participates in the planning and evaluation of reference and user education services.

Liaison Duties: (20%) Participates in collection development activities in designated subject areas (i.e., selection, evaluation, and deselection of library materials). Serves as a liaison to an academic department(s) or program(s) in assigned subject areas.

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vising six FTEs in interlibrary borrowing, lending, OCLC searching, and document supply activities (over 60,000 annual transactions). See more about ILL at: <http://library.ucf.edu/ILL/>. This position reports to the Associate Director for Public Services. Qualifications: Required: An ALA-accredited master's degree; three years' experience in interlibrary loan services; supervisory experience; excellent communication and interpersonal skills. Preferred: Technical expertise with Internet, Ariel, CLIO or ILLIAD, and other modes of information access and delivery; demonstrated advocacy for user services; ability to implement collaborative change; record of ongoing professional activities and participation. Finalists will be asked to give a brief presentation during the on-campus interview. Salary and Rank: Commensurate with experience and qualifications. This is a full-time, non-tenure-track faculty position with generous health insurance benefits and retirement options. To Apply: Additional information at <http://library.ucf.edu/Administration/FacultyPositions.htm>. Review begins immediately. Submit an application letter indicating how the candidate's experience matches the responsibilities and requirements for this position, along with résumé, and names of at least three profes-

sional references, postmarked by September 15, 2003, to: Cynthia Kisby, Personnel Librarian, University of Central Florida Library, P.O. Box 162666, Orlando, FL 32816-2666; fax: (407) 823-2529; e-mail: ckisby@mail.ucf.edu. Searches are conducted in accordance with the state of Florida open-records laws. UCF is an equal opportunity, affirmative action employer.

INSTRUCTION LIBRARIAN. One of two librarians to develop, coordinate, and teach library instruction program with emphasis on curriculum-integrated information literacy within the academic majors, the Core Seminar, and Writing-Across-the-Curriculum programs; assist with pathfinders, Web page. Provide reference assistance; participate in collection development in all formats. Required: ALA-MLS, 30 additional graduate credits/second subject master's degree; four years' relevant experience; excellent instructional skills; demonstrated experience integrating technology with pedagogy. Subject strengths in curriculum areas, especially business and health sciences preferred. Tenure-track, Assistant to Associate Professor rank. Send letter of interest, indicating position

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QUALIFICATIONS

MLS (MLIS) from an ALA-accredited library school; academic background in the social sciences or humanities; experience in reference, user education, or collection development in an academic library desirable; familiarity with electronic information technologies; ability to work and interact harmoniously with a diverse staff and user population; ability to flourish in a rapidly changing environment; demonstrated commitment to professional growth and development.

GENERAL INFORMATION

The University: Washington University, located at the western edge of the City of St. Louis, is a medium-sized, independent university founded in 1853, internationally recognized for excellence in teaching and research and for the quality of its faculty and student body. It serves over 12,700 students (7,200 undergraduates and 5,500 graduate and professional students) and has over 2,700 faculty members. The university offers more than 90 programs and almost 1,500 courses leading to bachelor's, master's, and doctoral degrees in a broad spectrum of traditional and interdisciplinary fields.

The Libraries

Washington University Libraries include the John M. Olin Library and 12 school and departmental libraries. The Libraries support learning, teaching, research, and creative expression with a collection of 3.5 million books, periodical volumes, government publications, and over 18,000 serial subscriptions. The Washington University Libraries is a member of the Association of Research Libraries, the Center for Research Libraries, the Greater Western Library Alliance, and MOBILUS (a consortium of academic libraries with member colleges and universities in the state of Missouri). For more information, visit: <http://library.wustl.edu>. Washington University Libraries is committed to the professional development of Librarians and supports professional leave, tuition remission, a Librarians' Group, and other opportunities for professional growth.

The Environment

St. Louis is situated in the heart of the Midwest, with nearly 3 million residents who enjoy affordable living, excellent education at all levels, and many cultural and social activities.

SALARY, BENEFITS, AND APPLICATION

Salary Range: \$30,000 to \$38,000, TIAA-CREF; 22 vacation days; an excellent benefits package.

POSITION AVAILABLE: Immediately.

APPLICATION INFORMATION

Submit letter of application, résumé, transcripts (unofficial accepted), and names of three references (including e-mail and telephone numbers) to:

**Human Resources
Washington University
Campus Box 1178
7425 Forsyth Boulevard
St. Louis, MO 63105**

The review of applications will begin immediately and continue until the positions are filled. Invited finalists for the Reference/Subject Librarian will present a 30- to 40-minute sample bibliographic instruction session to a small group of reference staff (appropriate for first-year students) using electronic and print resources. Employment eligibility verification required upon hire.

Washington University is an equal opportunity, affirmative action employer.

desired, and c.v. to: Terri Campo, **Long Island University**, 1 University Plaza, Brooklyn, NY 11201-8423. Long Island University is the seventh largest private university in the United States. It is recognized for strength in the liberal arts and sciences, health sciences, and library and information science, including a Ph.D. program in the latter. The Brooklyn campus is located within easy access of Manhattan. It enrolls more than 9,000 students pursuing undergraduate and graduate degrees in the various colleges: Arts and Science, Pharmacy and Health Sciences, Education, Health Professions, Nursing, Business and Public Administration. With a staff of 42, the library contains 262,000 volumes, 2,400 periodical subscriptions, and a collection of 24,000 AV resources. Long Island University is an affirmative action, equal opportunity employer.

SPECIAL COLLECTIONS REFERENCE SPECIALIST/CURATOR OF EUROPEAN BOOK COLLECTIONS. 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 for providing assistance with reference, teaching, and outreach services for the European Book Collections. To Apply: Review the complete job listing (position #001402) 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 HBLL, **Brigham Young University**, Provo, UT 84602.

UNIVERSITY ARCHIVIST AND CURATOR OF MANUSCRIPTS. University of Central Florida (UCF) Libraries, Orlando, Florida. Responsibilities: The University Archivist and Curator of Manuscripts assists with the management of the Special Collections Department and participates in its effective operations; develops and defines collection management policy for records, photographs, and print materials important to the history of the university; has responsibilities for Central Florida history documents, literary manuscripts, and primary-source materials including faculty papers. Other duties include: selecting

TWO POSITIONS AVAILABLE

George Mason University

George Mason University is a doctoral-level, state-supported university in northern Virginia with campuses at Arlington, Fairfax, and Prince William counties, with an enrollment of over 26,000 students and 1,300 faculty. There are five libraries, with 50 administrative and professional (librarians) faculty, and 72 staff. The libraries are active participants in VIVA (Virtual Library of Virginia), the Washington Research Library Consortium, the Association of Southeastern Research Libraries, and hold associate member affiliation with the Center for Research Libraries. The libraries are currently reviewing the Library Liaison Program to expand and enhance outreach to the various academic and research programs across the university's three campuses, and are developing an information literacy program. For information about the libraries, please visit <http://library.gmu.edu>.

Science Reference/Liaison Librarian

Responsible for liaison services (specialized reference/research, instruction, collection development, outreach) to assigned departments in the science disciplines. (Specific departments will be assigned to position upon final review of the Library Liaison Program, summer 2003). Other responsibilities: preparation of reports, bibliographies, handouts, and development of Web pages; and participation in planning for various projects and activities to advance services and strengthen collections of the libraries. Position is located on the Fairfax Campus and reports to Head of Reference, Fenwick Library.

REQUIRED QUALIFICATIONS

An ALA-accredited MLS or foreign equivalent; demonstrated knowledge of science print and electronic resources; academic background in relevant disciplines; and excellent communication and interpersonal skills.

PREFERRED QUALIFICATIONS

Professional experience in science reference, collection development, and library instruction; advanced degree in relevant field(s).

Reference, Instructional and Liaison Librarian

Responsible for general and specialized reference/research assistance, collection development, individual and group instruction, developing instructional tools, designing Web-based information resources, and assisting patrons in use of print and electronic resources. Provides liaison librarian services for designated programs primarily on the Arlington Campus (specific assignments upon final review of the Library Liaison Program, summer 2003). Position reports to Head, Arlington Campus Library.

The Arlington Campus Library serves the research and information needs of primarily graduate-level programs in business, economics, international commerce, public policy, education, management of nonprofit organizations, and social work.

REQUIRED QUALIFICATIONS

An ALA-accredited MLS or ALA-recognized foreign equivalent; academic library reference, instruction, and collection development experience.

PREFERRED QUALIFICATIONS

Experience designing and maintaining instructional materials and Web pages, and working with electronic information resources in a networked environment; excellent technology skills, as well as effective communication and interpersonal skills; undergraduate, subject masters, or work experience in the social sciences.

BENEFITS: (Both Positions) 12-month professional faculty appointment; health plan options and paid life insurance; several retirement plans, including TIAA-CREF; 24 vacation days and 11 paid holidays; tuition waiver for self.

SALARY: (Both Positions) Competitive, commensurate with qualifications and experience.

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

**Chair, Search Committee (specify position)
Library Administration Office, MS 2FL
George Mason University
Fairfax, VA 22030-4444**

Review of applications will begin **August 4, 2003**, and will continue until position(s) are filled.

George Mason University is an affirmative action, equal opportunity employer; minorities are encouraged to apply.



BUSINESS AND ENGINEERING SCIENCES LIBRARIAN

Dartmouth College

The Dartmouth College Library seeks an enthusiastic, service-oriented professional to join the Feldberg Business and Engineering Library, serving the students, faculty, and staff of Dartmouth College, including the Tuck School of Business and the Thayer School of Engineering.

Reporting to the Head of the Feldberg Business and Engineering Library, the librarian works as a member of a collaborative team to provide education, liaison, information, and collection services for management and engineering sciences in a flexible, innovative, and technologically rich environment. This position supports the research, teaching, and learning activities of faculty, students, and staff at the Tuck School of Business, the Thayer School of Engineering, and the interdisciplinary programs in the applied and social sciences; develops, delivers, and evaluates programs and services to meet their needs; contributes to the development of the Digital Library at Dartmouth; and provides leadership for the inclusion of resources online.

QUALIFICATIONS: ALA-accredited MLS or equivalent graduate degree; subject expertise and background in business, economics, or engineering; excellent reference skills and experience; demonstrated knowledge and significant experience in using business, financial, or technical information, including tools such as Bloomberg, Research Insight (Compustat), SDC Platinum, ISI Web of Knowledge, and INSPEC. The successful candidate will have a strong service orientation, demonstrated ability to communicate and collaborate effectively with others, and a commitment to diversity and to serving the needs of a diverse population.

Rank and salary commensurate with experience and qualifications. Full benefits package, including 22 vacation days, comprehensive health care, TIAA-CREF, and relocation assistance.

Review of applications will begin on **August 1, 2003**, and will continue until the position is filled. Please submit résumé and letter of application to:

James Fries
Search Committee for the Business & Engineering Librarian
Dartmouth College Library
6025 Baker-Berry Library
Hanover, NH 03755

Or send by e-mail to: James.Fries@Dartmouth.EDU.

For further information, review our Web site: www.dartmouth.edu.

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

additions to the collections; scheduling and evaluating staff; establishing guidelines governing access to the archives and manuscripts collections; participating in the public services programs by providing general reference services to all special collections as well as advanced reference services for the archives; representing the University Archives on campus and the University's special collections and libraries at the divisional, regional, and national levels; contributing to the development of outside private and public sources by developing fundraising strategies and submitting grant proposals. **Qualifications:** Required: Master's degree from an American Library Association-accredited institution; demonstrated ability in processing, arrangement, and description of personal papers, organizational records, and other special or archival collections. Preferred: Master's degree in history; certification by the Academy of Certified Archivists; demonstrated knowledge of records management principles, standards, methods, and practices; knowledge of standards of bibliographic control, preservation, and archival policies and procedures; knowledge of and experience with digital initiatives in special collections;

knowledge of the management of electronic records in a large research institution; evidence of commitment to public service and the ability to work collaboratively with a variety of staff, faculty, and researchers; evidence of successful project management; record of professional contributions. Finalists will be asked to give a brief presentation during the on-campus interview. **Salary and Rank:** Commensurate with experience and qualifications. This is a full-time, non-tenure-track faculty position with generous insurance benefits and retirement options. To Apply: Additional information at <http://library.ucf.edu/Administration/FacultyPositions.htm>. Review begins immediately. Submit an application letter indicating how the candidate's experience matches the responsibilities and requirements for this position, along with résumé, and names of at least three professional references postmarked by August 15, 2003, to: Cynthia Kisby, Personnel Librarian, University of Central Florida Library, P.O. Box 162666, Orlando, FL 32816-2666; fax: (407) 823-2529; e-mail: ckisby@mail.ucf.edu. Searches are conducted in accordance with the state of Florida open-records laws. UCF is an equal opportunity, affirmative action employer.

FRIENDS
of ACRL

Help support ACRL's special initiatives.
Go to "Give to ACRL" at www.acrl.org



VISUAL RESOURCE LIBRARIAN

Vassar College

Vassar College seeks a Visual Resources (VR) Librarian. The VR librarian is responsible for the management of a Visual Resources Library of over 100,000 slides as well as a growing collection of digital images serving the needs of an active art faculty as well as the larger Vassar community. The successful candidate will be a vital member of the library's professional staff.

The VR librarian provides image collection and access services, in both analog and digital formats, including the creation, selection, organization, and cataloging (including database maintenance) of the slides/images primarily for support of the art history faculty. In addition, the librarian is responsible for integrating art material into a campuswide digital library. Manages the VR library, working closely with the faculty, the Art library, and the Main Library. As a member of the professional library staff, the VR librarian will be expected to integrate policies, procedures, and standards for the VR library with those of the library as a whole. Supervises 1.5 FTE staff members and multiple student assistants in their work in processing the collection and providing for the projection needs of the Art Department. May also have responsibility for digital projects that may use temporary project staff.

QUALIFICATIONS: MLS (or equivalent degree or experience) and undergraduate degree in Art History or substantial knowledge of the fields of Art and Architectural History desired. Experience working with digital imaging technologies and database management. Experience working in a Slide Library or Visual Resources library with knowledge of the issues around the maintenance and creation of a slide collection and familiarity with standards for visual materials essential. Strong interpersonal skills, knowledge of foreign languages, and ability to work in a collaborative setting with a keen interest in new applications for technology in learning and teaching are crucial. Background in photography and project management a plus.

Send cover letter and résumé, as well as the names, addresses, and telephone numbers of three references, to:

**Director of the Libraries
Vassar College
Box 20
Poughkeepsie, NY 12604
E-mail: careers@vassar.edu**

Deadline for Applications: **August 30, 2003.**

Vassar College is an equal opportunity, affirmative action employer.

Late Job Listings

COORDINATOR OF COLLECTION DEVELOPMENT. (Assistant/Associate Librarian) **Louisiana State University** (LSU) Libraries, Collection Department. The LSU Libraries seeks an energetic, ambitious, and highly motivated faculty member to coordinate the libraries' collection activities. This is a tenure-track position (Assistant or Associate Librarian rank) offering substantial opportunity for growth in an ARL library that is moving strongly into electronic information dissemination. Responsibilities: Shape the collection and promote innovative collection services; supervise the collection development and outreach duties of some 20 science, social sciences, and humanities liaison librarians and may serve as liaison to one or more departments; work with others to train and mentor liaisons; develop budgets and policies; manage the libraries' collections in all formats; play role in statewide resource development, which includes participating academic libraries in the Louisiana Online University Information Service (LOUIS) and the Louisiana Library Network (LLN), <http://www.louislibraries.org/louislibraries/>; assist in coordinating and developing electronic resources for research guides; facilitate communication with the campus community about library services and collection issues; allocate/manage funds; study collection uses, manage approval plans, and provide general and subject-specific reference assistance (10%); limited evening and weekend duty may be required; report to the Associate Dean for Collection Services for 90% of duties and to the head of Reference Services for the remaining 10%; work to meet requirements for tenure and

HEAD OF CATALOGING AND ACQUISITIONS SERVICES

University of California, Santa Barbara
(Search Extended)

The University of California, Santa Barbara, one of 10 campuses of the University of California system, is seeking a Head of Cataloging and Acquisitions Services. Under the direction of the Associate University Librarian, Technical Services, the incumbent has overall responsibility for providing innovative leadership, management, and supervision for monographic cataloging and acquisitions services. The Department has a staff of some 36 FTE and many student assistants.

Departmental services include cataloging processing involving monographic resources in all formats, authority control, database maintenance and special projects, technical processing of government publications, and digital initiatives, including those of the California Digital Library. Acquisitions operations include approval plan management, fund accounting, and physical processing of resources. The incumbent is responsible for establishing policies, developing procedures, goal setting, designing and monitoring workflow, adopting and implementing new technologies. Supervises, trains, and evaluates staff in both areas. Works cooperatively with department heads, and is responsive to needs of public services in providing user-centered bibliographic services. Participates in library and UC committees, and represents library in local, regional, and national associations.

REQUIRED

MLS from an ALA-accredited institution; demonstrated knowledge and recent experience with provision of cataloging and acquisitions services, including those related to digital initiatives; demonstrated leadership and increasingly responsible supervisory and management experience; experience with acquisitions, fund accounting, and vendor relations; experience using a bibliographic utility and an integrated library system, preferably OCLC, RLIN, and ExLibris; knowledge of electronic and traditional cataloging as well as current standards, trends, and emerging technologies in cataloging and acquisitions services, including those related to digital libraries; ability to manage multiple responsibilities in a dynamic and changing environment; excellent oral, written, and interpersonal communication skills; commitment to diversity and staff team development.

PREFERRED

Experience using the ExLibris Aleph online system; experience with Web technology, and various report generation and management software products.

Salary commensurate with qualifications, minimum \$56,256, plus a monthly administrative stipend. Consideration of applications begins **September 1, 2003**, and continues until the position is filled. Send résumé, and the names and addresses of three references to:

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

For the complete job announcement, visit: www.library.ucsb.edu.

*The University of California is an equal opportunity, affirmative action employer
and invites applications from all who meet the stated qualifications.*

promotion. Required Qualifications: ALA-accredited MLS degree; three years' relevant experience in increasingly responsible positions at a large academic or research library; comprehensive experience with print and electronic resources; advanced computer skills; knowledge of scholarly literature and publishing trends; excellent communication and presentation skills; strong service orientation; ability to work collegially with all levels of users and staff. Additional Qualifications Desired: Professional collection development experience; master's degree in an area of specialization; grant-writing skills; evidence of research or creative achievement. Minimum salary is \$55,000, dependent on qualifications and rank. Preference given to applications received by August 15, 2003. Applications accepted until candidate is selected. Send letter of application, a current résumé (including e-mail address), and the names, addresses, e-



ASSOCIATE LIBRARY DIRECTOR

Penfield Library at the State University of New York at Oswego is seeking an experienced, innovative administrator to coordinate implementation, management and assessment of public services and staff development. This is a 12-month faculty appointment at the Associate Librarian rank.

Responsibilities: Works closely with Library Director and Public Service Department Heads/Coordinators (Coordinator of Reference, Head of Access Services, Coordinator of Library Instruction and Head of Government Documents); manages the Library in Director's absence; formulates policies and procedures in collaboration with staff and Director; provides ongoing user needs assessments and service quality improvements; promotes the role of the library in the academic community; prepares reports; works with staff in the development of annual plans, including short and long-term goal-setting; coordinates public service staff development; assists Director to secure grants and outside funding support. Works some hours at the Reference Desk; participates in collection development as a department liaison, including teaching in library instruction program.

Required Qualifications: ALA-accredited MLS; five years of progressively increasing experience in academic public services – at least three of the five should be in a supervisory role (Reference, Library Instruction, Circulation/Reserves, Interlibrary Loan/Document Delivery and Government Documents); well-developed personnel and project management skills; strong interpersonal communication skills to work effectively with colleagues, to mentor staff and to resolve personnel issues; comprehensive understanding of the technology-driven information environment; knowledge of best practices in the provision of excellent public services.

Preferred Qualifications: Experience with grant writing/fundraising

Salary is commensurate with experience.

Review of applications will begin August 1, 2003 and will continue until the position is filled. Applicants should submit a letter of application, resume, transcripts and three professional letters of references to:

Mary Beth Bell, Library Director
115 Penfield Libraries, SUNY Oswego, Oswego, New York 13126

SUNY Oswego is a comprehensive four-year college with a diverse selection of bachelor and master's degree programs, and a student body of 7558 FTEs. Penfield Library operates with a staff of 16 full-time librarians and 18 support staff. The Library is highly automated with over 14,000 electronic journals, the ExLibris LMS, Docutek electronic reserves, ILLIAD and Ariel. Implementation of a wireless network is underway in a new Cyber Café, scheduled to open fall 2003 in Penfield. Print collections include 460,000+ monographs and approximately 1100 print journals. The Library also serves as a partial depository for both US and NYS government documents.

Oswego State is an Affirmative Action Employer

Chicago's Jesuit University



LOYOLA
UNIVERSITY
CHICAGO

Assistant Dean of Libraries for Bibliographic and Access Services

Loyola University

Loyola University Chicago is a Jesuit, Catholic institution of higher education and health care. The Assistant Dean will directly supervise three department heads and the University Archivist, and oversee the operations of the Acquisitions and Serials Management, Cataloging, and Access Services Departments, and the University Archives with 30 full-time staff. Responsible for strategic planning, personnel, budget preparation, and oversight for the division, and preparation of statistical reports. Reporting to the Dean of Libraries, the Assistant Dean is a member of the Administrative Group, which sets policy for the Libraries, the Library Planning Council, the Endeavor Steering Committee and other library and university committees.

QUALIFICATIONS: ALA-accredited MLS; five or more years' managerial experience in technical services operations in an academic library; superior organizational, analytical, supervisory, project management, and communication skills; thorough knowledge of the role of technology in libraries; and ability to work in a team environment required.

For more information on the Loyola Libraries, please visit our Web site at: libraries.luc.edu.

TO APPLY: Deadline for applications is **August 29, 2003**. Send cover letter, résumé, and names, addresses, phone numbers, and e-mail addresses for three professional references to:

Karla D. Petersen, Dean of Libraries
Loyola University Chicago
Cudahy Library
6525 N. Sheridan Road
Chicago, IL 60626
Fax: (773) 508-2657; E-mail: kpeter1@luc.edu

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LIBRARY AND INFORMATION SERVICES (LIS) PROGRAM COORDINATOR AND ASSISTANT PROFESSOR

University of Maine at Augusta

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

QUALIFICATIONS: Requirements: To be eligible for Assistant Professor rank and tenure-track status, applicants must possess a Ph.D./Ed.D. in a related field and a master's degree in Library/Information Science from an ALA-accredited institution. Individuals with an ALA-accredited master's degree and no doctorate may be considered for a non-tenure-track appointment. All applicants must possess experience teaching at the college level and be able to work effectively in a collaborative decision-making environment. Preferences: Experience teaching college students at a distance is preferred.

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.

mail addresses, and telephone numbers of three recent references to: Dawn Zaske, Personnel Coordinator, LSU Libraries, Louisiana State University, Ref: #001755, Baton Rouge, LA 70803; e-mail: dzaske@lsu.edu; fax: (225) 578-6825. LSU is an equal opportunity, equal access employer.

COORDINATOR OF TECHNICAL SERVICES. Pannell Library at New Mexico Junior College (NMJC) is seeking qualified applicants for the position of Coordinator of Technical Services. Pannell Library is an integral part of a multi-type library consortium serving a countywide region in Southeastern New Mexico. An ALA-accredited MLS, as well as training or experience in technical services and supervision, is required. For a more detailed job description, please go to the college Web site at <http://www.nmjc.cc.nm.us/index.htm> and choose "Jobs," then choose "Professional" from the list of job categories. To Apply: Submit NMJC application form, letter of application, résumé, unofficial transcripts (official transcripts required prior to employment), and three or more letters of reference to: Lisa Brown, Director of Human Resources, **New Mexico Junior College**, 5317 Lovington Highway, Hobbs, NM 88240. Open until filled.

INFORMATION LITERACY LIBRARIAN. Miami University Libraries in Oxford, Ohio, is looking for a dynamic Information Literacy Librarian who will: be enthusiastic about teaching and learning and work successfully in a collegial environment; be an innovative and effective instructor focusing on undergraduate, particularly first-year, students; work effectively in a team to create instructional materials; organize and coordinate systematic library instruction and information literacy efforts; manage and conduct assessment and evaluation; promote information literacy initiatives with librarians and teaching faculty. Required: recent professional public service experience; ALA-accredited graduate library degree; demonstrated project management skills. The full position advertisement is available at: <http://www.lib.muohio.edu/libinfo/employ/>.