

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). 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 \$8.45 per line for institutions that are ACRL members, \$10.45 for others. Late job notices are \$20.25 per line for institutions that are ACRL members, \$24.25 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$375 to \$710 based upon size. Please call for sizes and rates.

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

Internet: C&RL News classified ads are accessible on ACRL's homepage on the World Wide Web at <http://www.ala.org/acrl.html>. Ads will be placed approximately 2-3 weeks before the printed edition of C&RL News is published. To reach C&RL NewsNet access the ACRL homepage (<http://www.ala.org/acrl.html>), select C&RL News, and then chose the menu item Job Postings by Job Title.

Contact: Jack Helbig, 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: jhelbig@ala.org.

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

BOOKS FOR SALE

INTERNET DISCOUNT PROFESSIONAL BOOK CENTER. 40 percent off list price. 1000's of new/current books. All subjects. No second hand/remnants. <http://www.probooks.com>

RESIDENCY PROGRAMS

RESEARCH LIBRARY RESIDENCY PROGRAM, UNIVERSITY OF MICHIGAN, 1997-98. (Three to six positions available.) The University of Michigan Library seeks candidates for its Research Library Residency Program Class of 1997/99. The program, begun in 1983, offers recently graduated librarians two-year appointments in the library supplemented by professional discussions, workshops, and field trips. Appointments for the two years may be made in any area of the library. Recent assignments have included the Health Sciences Libraries, the Undergraduate Library, Special Formats Cataloging, Humanities Text Initiative, Maps and Documents, and the Knowledge Navigation Center. Qualifications: Required: A graduate degree from



EXECUTIVE DIRECTOR AMERICAN LIBRARY ASSOCIATION

The American Library Association, the oldest and largest national library association in the world, seeks applications, nominations, and expressions of interest for the position of Executive Director. The association is headquartered in Chicago, Illinois.

Please send nominations, applications, and expressions of interest in confidence to:

**P.O. Box 805509
Chicago, IL 60680-4116**

Review of applications will begin **January 15, 1997.**

Competitive salary and compensation package.
Minimum of \$150,000.

*The American Library Association is an
affirmative action, equal opportunity employer.
Applications are invited from women, minorities,
and disabled individuals.*

an ALA- accredited program in library and information science, received since August 1995; evidence of academic success and research activity; strong interpersonal skills and ability to work effectively in a highly diverse environment; evidence of a high level of motivation and leadership potential. Salary and appointment: Appointment will be made at the Assistant Librarian level, with a salary of \$29,500. The university offers an attractive benefit package which includes 24 working days of vacation a year and 15 days of sick leave a year. University of Michigan Library: The library, with nearly 7,000,000 volumes serves as a major international research facility. It is known for its innovative programs and a close liaison with the university's excellent School of Information. For the new resident, the 106 librarians represent an array of subject and technical specialties that constitute a treasure in professional experience and knowledge. Application procedures: The deadline for applications is February 17, 1997. For application information, contact: Program Coordinator, Research Library Residency Program, 818 Hatcher Library South, University of Michigan, Ann Arbor, MI 48109-1205; (313) 764-9356. The University of Michigan is a nondiscriminatory, affirmative action employer.

POSITIONS OPEN

ACADEMIC LIBRARIAN. Gustavus Adolphus College, a coeducational, private, residential, national, liberal arts college of 2,300 students, invites applications for the position of Academic Librarian. This is a three-year, ten-month, faculty appointment. Salary and fringe benefits are competitive and include a flexible benefit plan. Responsibilities include: Reference, bibliographic instruction, collection development, leadership in selection of electronic resources and shared management. Qualifications: ALA-accredited MLS, knowledge of reference sources, experience with electronic resources. Must have outstanding interpersonal, oral, and written communication skills. Prior professional library experience, working knowledge of a foreign language, and additional graduate work preferred. To receive a more detailed description call: (507) 933-7556 or e-mail straub@gac.edu or visit our web site at <http://www.gac.edu/Academics/Resources/>

DIRECTOR OF THE LIBRARY

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

DESCRIPTION OF POSITION: Drew University is seeking a forward-thinking and experienced leader to guide its library and its information services into the next century. Reports directly to an academic Vice President, works closely with the three academic deans, is a member of the Council of Deans, and meets with other appropriate academic and administrative councils. The Director of University Library has administrative responsibility for library-wide planning and policy direction; for centralized library services such as acquisitions, budget, personnel, systems development and information services; and for fund-raising initiatives. The Director of University Library plays a university-wide leadership role in the development and implementation of information services in support of the academic programs of the three schools, and represents Drew University Library throughout the larger library and higher education communities.

QUALIFICATIONS: An ALA accredited MLS and a Ph.D. in an academic discipline required. Substantive record of professional participation and scholarship. Broad knowledge of and extensive contacts in the library and information sciences field, with ability to integrate new information technologies into library teaching and services. Effective oral and written communication skills and evidence of success in interacting with all university constituencies as well as the outside community. Demonstrated vision and capacity to execute policy for library service in a rapidly changing information management and electronic environment. Innovative leadership skills in a shared decision-making environment, and the ability to work collaboratively with students and faculty and staff. Clear understanding of the evolving role of the academic research library. Experience in teaching desirable and familiarity with archives.

SALARY, RANK, AND NOMINATION/APPLICATION PROCEDURE: Salary is competitive and commensurate with qualifications. Rank will be associate or senior librarian. Candidates are required to send a curriculum vitae and a letter of application outlining appropriate experiences. Also desirable is a statement of not more than two pages by candidates which addresses the role of technology in the future of small university libraries and the particular role of the library at a liberal arts college. The starting date will be not later than 1 July 1997. The search will remain open until the position is filled. One hour west of New York City, Drew is an intentionally small university of 2000 students (1400 of whom are undergraduates; 400 in its graduate schools and 330 in a United Methodist Theological School). The University Library contains one-half million volumes and is a DRA site. The Director of University Library administers all library services, including the university library's renowned Methodist collection. To assure full consideration, send inquiries, nominations and applications by 15 January 1997 to Dean Leonard I. Sweet, Chair, Seminary Hall, Drew University, 36 Madison Avenue, Madison, New Jersey 07940. Applicants who need special accommodations for an interview should request this in advance. Drew University is an equal opportunity affirmative action employer. Further information concerning Drew University is available on the WWW at <http://www.DREW.EDU>

DREW UNIVERSITY

Library. To apply: Send letters of application, resume, transcripts, and three letters of recommendation to: Michael Haeuser, Head Librarian, Gustavus Adolphus College, 800 W. College Ave., St. Peter, MN 56082. Review of the applications will begin on January 15, 1997, and continue until the position is filled. It is the policy and practice of Gustavus Adolphus College to provide equal educational and employment opportunities for all. The college specifically encourages applications from women, minorities, and persons with disabilities.

ASSISTANT HEAD/TECHNICAL SERVICES. Manages daily operations of NOTIS system (moving soon to Horizon) and serials processing unit. Trains and evaluates staff. Develops and interprets policies, practices and standards for department. Qualifications: ALA-accredited MLS completed by starting date; working knowledge of AACR2 and principles of classification and subject analysis; strong oral and

written communication skills. Must be able to meet requirements of tenure-track position. Prefer: Supervisory experience; working knowledge of LCSH, LC classification, OCLC, and NOTIS or Horizon; previous serials experience, especially using MicroLinx. Appointment beginning July 1, 1997, will be at Assistant Librarian rank, salary competitive. Applications received by January 20, 1997, will be given first consideration. Send letter of application, resume, and names of three references to: Judith Gottwald, Chair, Search and Screen Committee, Franklin D. Schurz Library, Indiana University South Bend, P.O. Box 7111, South Bend, IN 46634; fax: (219) 237-4472; e-mail: jgottwald@iusb.edu. Indiana University is an AA/EEO employer. Visit our web site: <http://www.iusb.edu/~lib/g>.

ASSISTANT LIBRARIAN. Arizona State University Libraries. Library Instruction, Systems, and Technology (LIST). General Summary:

This is a full-time continuing appointment-track (Academic Professional) position requiring professional development and service in addition to excellent job performance. Essential functions: Functions as an integral member of the Library Instruction, Systems, and Technology development team. Responsibilities include developing and presenting library instruction, and the creation of various electronic publications. Qualifications: Required: ALA-accredited MLS degree. Excellent interpersonal and communication skills. Experience designing, developing, and/or presenting instruction. Demonstrated experience using personal computers. Extensive knowledge of leading-edge computer applications. Demonstrated interest in emerging technologies for information resources. Demonstrated professional interest and involvement. Preferred: Experience using desktop publishing, web development, and/or multimedia authoring software. Experience working in a team environment. Experience in the evaluation and assessment of instruction. Minimum salary: \$26,000. Application deadline: First consideration will be given to applications received by Friday, January 3, 1997, and the first of each month, thereafter, until the position is filled. Application procedure: Send letter, resume, and names, addresses, and phone numbers of four recent professional references to: Kurt R. Murphy, Assistant Dean for Personnel, University Libraries, Arizona State University, Box 871006, Tempe, AZ 85287-1006; phone: (602) 965-4914; fax: (602) 965-9169; e-mail: iackrm@asuvm.inre.asu.edu. Full position description is available upon request. ASU is an EO/AA employer and actively seeks diversity among applicants and promotes a diverse workforce.

ASSISTANT PROFESSOR. The University of Akron Libraries seeks a candidate to fill an entry-level, 12-month tenure-track appointment at the rank of Assistant Professor. The position includes 22 days vacation and a standard benefits package. Responsibilities: Provides general reference service to faculty, graduate, and undergraduate students in a fast-paced environment using traditional and electronic sources as well as federal and Ohio documents. Teaches bibliographic instruction classes; creates instructional materials; and provides training in emerging information technologies. Required qualifications: ALA-accredited MLS, with an emphasis in reference. Effective oral, written, and interpersonal communication skills. A knowledge of electronic reference sources, including the World Wide Web. Preferred qualifications: Demonstrated ability to adapt to a variety of assignments in a demanding, service-oriented environment. Successful experience in group presentations. Ability to establish and maintain effective working relationships. Salary: \$26,000-\$28,000. The deadline for application is December 31, 1996. Send cover letter and resume, including names, addresses, and telephone numbers of three references, to: Delmus E. Williams, Dean, University Libraries, University of Akron, Akron, OH 44325-1701. The University of Akron is an equal education and employment institution.

CHAIR OF SOCIAL SCIENCE/HUMANITIES LIBRARIES. Kansas State University Libraries is seeking a creative leader in reference and information management for the position of Chair of Social Science/Humanities Libraries. Reports to the Associate Dean. Management of KSU Libraries is based on collaboration in a team environment. Interviewees for this position will be asked to make a presentation to library staff and academic faculty on trends in access to information in the social sciences and/or humanities. Responsibilities: Manages personnel in Social Science/Humanities Reference, Government Documents, the Multicultural Research and Resource Center; collaborates with Chair of Science Libraries and Chair of Collection Management in the operation of reference/consultation/collection services, and with the Weigel Library of Architecture and Design; defines and implements programs and services in the libraries which reflect a vision for libraries in the 21st century; works with faculty in the academic departments and serves as an advocate with those faculty and the Social Science/Humanities Libraries staff; is a member of the Cabinet Operations Team, which serves as the administrative team developing policy and procedure for KSU Libraries; provides leadership in developing and defining programs and services; fosters professional development of staff in to continuously expand the knowledge base needed for providing a broad range of reference services in an electronic environment. Required qualifications: MLS from an ALA-accredited library school; degree in a social sciences or humanities discipline; minimum of five years of library experience in increasingly responsible positions; management and supervisory experience; reference or public services experience; experience with emerging electronic resources and access systems; excellent oral and written communication skills; excellent interpersonal skills; demonstrated leadership skills. Preferred qualifications: Advanced degree in social sciences or humanities; academic research library experience; experience with grant acquisition; foreign-language skills;

evidence of the ability to develop cooperative and partnership relations with academic departments. Salary: Low-mid \$40s; tenure-track; 12-month contract. Librarians have faculty rank and are eligible for tenure. Benefits include: 22 annual vacation days; Blue Cross/Blue Shield health insurance; choice of retirement plans. KSU Libraries utilizes Endeavor's client-based Voyager software to access OPACs, indexes, databases, Internet, etc., and in 1997 will celebrate the completion of a \$28 million expansion/renovation of the main library. Kansas State University, a landgrant institution with an enrollment of 19,000, is a 664-acre campus convenient to both business and residential districts. Manhattan, a community of 40,000, is located two hours west of Kansas City in the scenic Flint Hills of northeast Kansas. Review of applications will begin January 2, 1997. Anticipate on-campus interviews to begin February 15, 1997. Send letter of application, resume, and names, addresses, and phone numbers of three work-related references to: M. Jean McDonald, Director of Administrative Services, Kansas State University Libraries, Manhattan, KS 66506. KSU is an equal opportunity, affirmative action employer. <http://www.lib.ksu.edu/farrell/>.

COORDINATOR FOR BIBLIOGRAPHIC CONTROL AND ELECTRONIC RESOURCES. 12-month tenure-track position at Colorado State University Libraries. Reporting to Assistant Dean for Technical Services, this position directs the activities of faculty and classified staff in Bibliographic Control and Electronic Resources. The unit is responsible for the organization of information, including providing access to information via the cataloging process, managing the module for cataloging and database maintenance, investigating, testing, implementing, and evaluating technology to organize information, and the development of policies and procedures for the

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 *AFL 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	\$31,273
Delaware	\$22,500+
Illinois	\$27,400#
Indiana	varies*
Iowa	\$24,533
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$27,554*
New Jersey	\$30,128
New York	varies*
North Carolina	\$24,367+
Ohio	\$25,198+
Pennsylvania	\$26,400
Rhode Island	\$29,800
South Carolina	varies*
South Dakota	\$22,000
Texas	\$26,000
Vermont	\$26,464
West Virginia	\$22,000
Wisconsin	\$25,830

*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.
#Option for local formula.



PUBLIC SERVICES LIBRARIAN AND EXTENSION SERVICES

Marshall University

Coordinates reference and extension services of the library. Includes providing general reference services using print and nonprint resources, managing and coordinating the general and legal reference collections, coordinating information provision through the WWW, and developing and coordinating an outreach program. Evening and weekend hours required. Complete job description available from BALCH@MARSHALL.EDU or by mail.

MINIMUM QUALIFICATIONS: ALA-accredited MLS; strong service orientation and interpersonal and communication skills; ability to work with diverse student population; commitment to professional growth. Highly desirable: Second master's degree; experience with extension/outreach services in an academic library; experience with the WWW, CD-ROM and computer applications; knowledge of legal reference; at least three years of academic library experience.

Appointment at the Instructor/Librarian I (\$25,000 minimum), or Assistant Professor/Librarian II (\$27,000 minimum), or higher level, depending on qualifications; 12-month non-tenure-track appointment; 24 days annual leave and standard benefits.

Marshall University, one of West Virginia's two state universities, is committed to high-quality undergraduate and graduate education. Review of applications will begin **January 6, 1997** and continue until position is filled.

Send application letter, resume, and names of at least 3 professional references to:

**Director of Libraries
Marshall University
400 Hal Greer Blvd.
Huntington, WV 25755-2060**

EEO/AA employer.

organization of information in conjunction with other groups in the libraries. Changes in organizational structure may affect the duties performed. Qualifications include an ALA-accredited graduate degree in library and information science; at least four years post-graduate degree experience in an academic library; experience using OCLC, AACR2, and MARC formats and online authority control; evidence of excellent communication and interpersonal skills; experience supervising librarians and support staff; and familiarity with current trends of organization in electronic and digital resources. Rank is at the Associate Professor/Professor level, with a minimum salary of \$50,000 and an excellent benefits package. To request a Libraries' application form, send a letter of application addressing your qualifications, a resume, and names, addresses, and phone numbers of three references to: Teri Switzer, **Colorado State University Libraries**, Fort Collins, CO 80523-1019; e-mail: Tswitzer@manta.library.colostate.edu; fax: (970) 491-1195. All application materials must be received by 5:00 p.m. January 10, 1997. Colorado State University Libraries is an ARL library and a Carnegie I research institution serving approximately 22,000 students. For more information about the university and the libraries, see <http://www.colostate.edu>. AA/EEO employer.

CURATOR. The Rosenbach Museum & Library seeks an energetic, highly motivated curator to assume responsibility for the care, management, interpretation, and exhibition of its world-renowned collections of rare books and manuscripts (principally English and American history and literature) and of its respected collections of fine and decorative arts (principally American and English). Curator reports to Director and works closely with Rosenbach Librarian in promoting knowledge and understanding of the collections to the general public and researchers. Duties include: Collections care and management; exhibition planning, design, and installation; developing, implementing, and scheduling decent training and public educational programs; trustee liaison with respect to collections issues; and assistance with fund-raising related to these activities. Salary and benefits competitive with area institutions; start date January 1997. Qualifications include: Advanced degree in a discipline related to our collections or

an MLS; excellent writing and public speaking skills; minimum three years curatorial experience in museum or rare book library. Submit letter including salary requirements, resume, and three letters of reference to Director, **Rosenbach Museum & Library**, 2010 Delancey Pl., Philadelphia, PA 19103. Applications accepted until position filled. EOE.

FACULTY, LIBRARY. (Job code: 2-13920). **Miami-Dade Community College**, Kendall Campus, seeks individual to provide a variety of technology-based reference/research activities that support the delivery of quality library services for students, faculty, and staff. Requirements: Master's degree in library science from an accredited institution, information science, media science, or related field. Three years experience, preferably in an academic environment. Schedule includes at least one night a week and one Saturday a month. Experience with multiple hardware and software platforms, WANs, LANs, and PC applications, and experience with Internet and other resources. Salary/academic rank: Based on education and experience. Formal application required: Call 1-800-552-MDCC for an application form. Copies of transcript(s) must accompany the application. For special accommodations, call the Florida Relay Service TDD: 1-800-955-8771. Only completed application packages will be considered. EA/EEO employer.

GOVERNMENT DOCUMENTS LIBRARIAN. East Carolina University, Joyner Library. Qualifications: Required: ALA-accredited master's degree (or international equivalent). Preferred: Demonstrated written and oral communication skills, strong interpersonal skills. Familiarity with government publications, reference tools, and geographic information delivery. Ability to work comfortably in information/computer/public service setting. Experience with electronic retrieval systems such as Dialog, Psycinfo, Marcive, NTDB, and the World Wide Web. Ability to teach methods of access and retrieval for print and electronic government resources including maps. Experience with bibliographic instruction and developing/marketing user aids. Responsibilities: Provide departmental documents and maps reference service and possibility of some general reference desk assistance. Some evening

HUMANITIES LIBRARIAN

Western Washington University

Western Washington University is seeking a Humanities Librarian to provide general and specialized humanities reference service, teach curriculum and course-integrated library skills, and coordinate the development of the library's humanities collections. Western considers the humanities to include studies in religion, philosophy, English and foreign languages and literature, communication, journalism, theater and fine arts as well as the divisions of liberal and international studies.

This position comes available at a time of great opportunity for a qualified and visionary candidate. The development of information-seeking and research skills is highlighted in the university's strategic plan. Additionally, the state of Washington is generously providing for the enhancement of interlibrary cooperation through the latest technological developments. Accordingly, the library has new mandates and wide support. The incumbent will be able to participate in the reorganization and expansion of services and work with coordinating bodies in developing and delivering new forms of instruction.

The successful candidate will report to the University Librarian and be appointed as an Assistant or Associate Professor, depending upon experience and qualifications. Promotion and tenure are awarded on the basis of librarianship, scholarship, and service.

A graduate degree from a program accredited by the ALA or its foreign equivalent is required. A background in teaching and training, working in a team environment, and evidence of strong oral and written communication skills are required. An advanced or terminal degree in either a humanities or liberal arts discipline and at least one year library or teaching experience in an institution of higher education are preferred.

Compensation will be funded depending on experience and qualifications in the following ranges at the stated rank: Assistant Professor, from \$29,804; Associate Professor, from \$37,142.

Nominations and letters of application, including a curriculum vita, with the names and addresses of at least three references, should be sent to:

**Elizabeth Sipes, Secretary
Humanities Librarian Search Committee
The Libraries, MS 9103
Western Washington University
Bellingham, WA 98225-9103**

Applications should be postmarked no later than **December 20, 1996**.

Western Washington University is committed to equal opportunity and affirmative action.

We are working toward building a culturally diverse, broadly trained faculty and staff.

Women, minorities, and persons with disabilities are encouraged to apply. Persons with disabilities needing assistance in the application process may call (360) 650-3306 (V/TTY).

and weekend rotation hours expected. Will participate in subject-based general collection development duties as assigned. Joyner Library is a large (79%) selective federal depository with an extensive depository map collection and a tradition of effective public service. The Federal Documents Collection contains over 490,000 volumes, 320,000 microfiche, 91,000 sheet maps, and over 300 CD-ROM disks. East Carolina University's libraries serve a campus community of over 17,000 students and 1,300 faculty. An expansion and renovation project, scheduled for completion in 1998, will double the size of Joyner Library. The University is a constituent institution of the 16-campus University of North Carolina System. 12-month, tenure-track faculty position with appointment at the rank of Assistant Professor. Salary \$25,000 minimum, depending on qualifications and experience. Professional achievement, service, and research/creative activity are required for tenure and promotion. Screening will begin January 10, 1997, and continue until the position is filled. Send letter of application, resume, copies of all transcripts, and three current letters of reference to: Pat Elks, Joyner Library, **East Carolina University**, Greenville, NC 27858-4353. Official transcripts from each college or university attended will be required prior to any offer of employment. An equal opportunity, affirmative action employer. We accommodate individuals with disabilities. Applicants must comply with the Immigration Reform and Control Act.

GOVERNMENT INFORMATION/REFERENCE LIBRARIAN. This position is responsible for providing information and reference service including nights and weekends. The information specialist will manage federal and state documents and will participate in library instruction, cooperate in collection development in the humanities, and share in various departmental projects, programs, and committees. Reports to the Head of Reference Services and is a member of the Library Faculty. This is a dynamic service-oriented division in an outstanding, fully-automated OhioLINK library with over 1.6 million volumes. The University of Toledo is a state university in Ohio with 21,600 students, offering associate, bachelor's, professional, and doctoral degrees in seven colleges. The attractive main campus location in one of Toledo's finest residential sections provides a suburban atmosphere, yet is an integral part of the civic, cultural, and commercial life of the community. The city offers a renowned Museum of Art, a zoo, and an outstanding Metropolitan Park System. Its location provides residents with excellent recreational opportunities on Lake Erie and easy access to cities throughout the Midwest, particularly Detroit, Cleveland, and Chicago. Qualifications: MLS from ALA-accredited institution; experience or training in government documents; demonstrated knowledge of or experience with a subject discipline within the humanities; knowledge of reference sources, electronic information delivery systems, and methods of scholarly

REFERENCE LIBRARIAN

Pickler Memorial Library Truman State University

Truman State University seeks to fill the position of Reference Librarian for the Pickler Memorial Library. Responsibilities include: Providing general reference service to students and faculty, assisting them in the use of print and electronic reference resources; participating in the library's instructional programs and developing teaching materials for traditional and electronic resources; participating in collection development and serving as liaison to faculty in assigned subject areas; and working with members of the Library staff to integrate new information technologies into the library's strong public service mission.

QUALIFICATIONS: MLS from ALA-accredited program. A background in the liberal arts and sciences and professional work experience in an academic library are strongly preferred. Other qualifications include: excellent oral, written, and interpersonal communication skills; knowledge of and interest in the creative use of technology in library instruction along with a demonstrated ability to teach; proven knowledge of a wide range of print, electronic, and Internet-based reference tools; ability to work comfortably and flexibly in a computer-intensive environment on a variety of systems and to apply new information technologies in reference services; a strong commitment to service and teamwork; and the ability to work well with faculty, staff, and students.

Truman State University (formerly Northeast Missouri State University) is Missouri's public liberal arts and sciences institution and is noted for its innovative assessment program and its commitment to excellence in teaching and learning. The university has a highly selective admissions policy, maintains a 16:1 student-faculty ratio, and has approximately 6,000 undergraduate and 300 graduate students. Truman is one of the nation's "public ivy" institutions and is a member of the Council of Public Liberal Arts Colleges. Pickler Memorial Library, renovated and enlarged in 1993, provides an inviting atmosphere for study and scholarship and enjoys a reputation as the center for information services at the university.

Candidates should submit a letter of application and resume; both undergraduate and graduate transcripts; and the names, addresses, and telephone numbers of at least three references to:

Richard J. Coughlin
Director of Libraries
Pickler Memorial Library
Truman State University
Kirksville, MO 63501

Review of applications will begin on **January 15, 1997**.

Visit the university's World Wide Web site at <http://www.truman.edu>.

Truman is an equal employment opportunity institution committed to cultural diversity and compliance with the Americans with Disabilities Act.

research in academic libraries. Vital are: Ability to work and communicate effectively with library staff, the university community, and other library users, and a commitment to service, professional growth, and development. Preferred are: Academic library experience, ability to teach, and experience in searching electronic reference sources. Faculty status, 12-month contract, tenure-track position with liberal fringe benefits. Salary is \$31,778. This position will remain open and applications will be reviewed on the 15th of each month until an appointment is made. Send resume and the names, addresses, telephone numbers, and e-mail addresses of at least three references to: Karen Sendi, Search Committee Chair, Carlson Library, **The University of Toledo**, Toledo, OH 43606-3390. An affirmative action, equal opportunity employer, M/F/D/V.

HEAD, REFERENCE SERVICES DEPARTMENT The University at Albany is seeking a librarian to provide leadership in the planning, development, and provision of innovative, proactive reference and research services in a rapidly changing information environment. The department includes active, highly visible print and electronic reference services, user education, and government publications units. Emphasis for this position is on effective leadership to provide responsive user-centered service. The successful candidate will coordinate the provision of reference and research services by supervising a department staff of eight FTE library faculty, and

coordinating the reference activities of an additional 7.5 FTE library faculty who serve primarily as bibliographers. Participation in the user education program, and evening and weekend reference service hours will be expected. Reports to the Assistant Director for User Services. Research, publication, and service to the libraries, university, and profession are expected to satisfy criteria for continuing appointment and promotion. **Qualifications:** Required: MLS degree from an ALA-accredited library and information science program. Five years increasingly responsible academic reference experience. An understanding of the mission of a research institution and the role of informational and instructional technology in this setting. Experience in public-oriented reference or information access service and user education. Evidence of significant experience with online integrated library systems, campus networks, the Internet, and electronic information resources. Demonstrated strength in administrative, supervisory, and leadership skills. Ability to work and lead in a dynamic, changing information environment. Excellent oral and written communication skills; strong interpersonal skills. Ability to work within a diverse academic community. **Desired:** Advanced degree in a relevant field. Knowledge of emerging technologies and their applications in a library setting. Management experience in an academic library. Salary: Commensurate with education and experience. Minimum, \$40,000. Apply to: Christine M. Travis, Library Personnel Officer, University Libraries—UL 112, **University at Albany, State**

THE STATE UNIVERSITY OF NEW JERSEY
RUTGERS

**Archibald Stevens Alexander Library
SOCIAL SCIENCES LIBRARIAN**

Participates in the development and maintenance of the Library's social sciences collection, focusing on Latin American Area Studies and other disciplines as assigned. Provides general and specialized reference services and library instruction. Substantial experience in collection development is required as well as advanced proficiency with the Spanish language. An advanced degree in a relevant subject; preferably Latin American Studies or History with a Latin American concentration, is highly desirable. APP #118

**GOVERNMENT AND SOCIAL SCIENCES
DATA LIBRARIAN**

Responsible for the planning and delivery of government electronic information and services; development of archival and support services for full-text and numeric data in CD-ROM and other machine readable formats; consultation with users; assistance with data extraction and training. Provides general and specialized reference services and library instruction. Knowledge of and experience with machine readable data (e.g., government and ICPSR data) and statistical and GIS software packages required. Substantial experience with government publications and/or social sciences data required; an advanced degree in a relevant subject is highly desirable. APP #119

Both positions require an ALA accredited MLS and 3 years professional experience for a tenure track appointment with minimum salary of \$39,184, dependent upon experience and qualifications. The URL for the complete position profiles is <http://www.rci.rutgers.edu/~brcoll/position.htm>. Candidates applying by January 15, 1997 will receive first consideration. Submit resume, cover letter, and names of three referees to: Sandra Troy (APP#), Libraries Personnel Officer, Rutgers University Libraries, 169 College Ave., New Brunswick, NJ 08903; Fax 908-932-7637; e-mail stroy@rci.rutgers.edu

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

University of New York, 1400 Washington Ave., Albany, NY 12222. Deadline: Review of letters of application and resumes will begin December 27, 1996. Please include the names, addresses, and phone numbers of three references that may be contacted. The University at Albany, State University of New York, is an equal opportunity, affirmative action employer. Applications from women, minority persons, handicapped persons, special disabled, and Vietnam-era veterans are especially welcome.

INFORMATION LITERACY/COLLECTION DEVELOPMENT LIBRARIAN. The Oakland University Library seeks a creative, energetic librarian to initiate information literacy programs designed to develop students' life-long learning skills and to participate in collection development and other professional activities. Information lit-

eracy responsibilities include: Building close working relationships with faculty and students in selected disciplines to expand the use of computer and information resources through in-depth consultation and instruction; participating in the continued development of the library's web site. Collection development responsibilities include: Contributing to collection development planning; participating in the faculty liaison program; and, in assigned subject areas, preparing collection evaluations, monitoring the approval plan, selecting materials, and developing and evaluating Internet resources. Required: ALA-accredited MLS degree. Three years of professional experience in an academic library. Experience in teaching information skills and working with faculty and students in applying information technologies. Experience in collection development activities. Demonstrated ability to plan, initiate, and implement effective programs and ser-

CURATOR OF RARE BOOKS LIBRARIAN III

The Johns Hopkins University Milton S. Eisenhower Library

The Johns Hopkins University seeks a creative, energetic, and self-motivated Curator of Rare Books for its Milton S. Eisenhower and John Work Garrett libraries. We are seeking to expand awareness and use of these important resources for teaching and research. The Curator will assess the research potential of the collections and implement a program for bringing them to the attention of scholars both at Hopkins and in the larger research community.

RESPONSIBILITIES:

- Provide reference services for the Eisenhower and Garrett rare book collections.
- Provide outreach services to alert scholars to the research potential of the rare book collections. This includes working with faculty to present class sessions on the use and interpretation of rare books; writing about the collections; mounting exhibits; and planning programs as lectures
- Assess the collections to identify materials that support current academic research.
- Collaborate with the library's Digital Knowledge Center to increase networked access to the rare book collections.
- Identify rare books to be added to the collections in collaboration with the department's collection development librarian.
- Set priorities for the rare book cataloging performed by the library's cataloging department
- Oversee the collection maintenance of the rare books and identify books needing preservation treatment.
- Supervise one support staff and one student assistant.

QUALIFICATIONS: MLS from an ALA-accredited library program; two or more years experience with reference in a rare book library; reading knowledge of at least two foreign languages, preferably German, French, or Latin; experience implementing outreach programs; ability to conduct instructional programs on an introductory level; familiarity with preservation and cataloging issues facing rare book collections; excellent interpersonal skills and written and oral communication skills. An advanced degree in humanities, experience creating and using digitized primary source materials, and experience assessing rare book collections in light of current academic research trends are highly preferred.

The Eisenhower and Garrett rare book collections form part of the Milton S. Eisenhower Library's Special Collections Department, and the Curator will spend time in both locations. The collections are strong in the areas of English and German literature, and natural, architectural, and economic history. For details on the collections, visit our web page at <http://archives.mse.jhu.edu:8000>. The Eisenhower Library is the main research library of the Johns Hopkins University. The library's primary constituency is the students and faculty in the schools of Arts & Sciences, Engineering, and Continuing Studies. During the coming year, the library will implement a new integrated library system, complete a \$4.6 million renovation of its key service floors, and undertake diversity, organizational development, and operational assessment programs.

The starting salary range is \$33,000-\$41,950, depending on education and experience.

To be considered for this position, please send letter of application, resume, and three letters of reference, indicating Job #S96-746, by **January 15, 1997** to:

**The Johns Hopkins University
Homewood Human Resources
3400 N. Charles St.
Baltimore, MD 21218**

Women and minorities are encouraged to apply. Excellent benefits including life and health insurance, dental and tuition plans for staff member, spouse, and dependent children. Smoke free and drug free. AA/EOE.

REFERENCE LIBRARIAN



The Regis University Libraries seek a colleague for its proactive team of service-oriented reference librarians. Responsibilities include reference and research assistance, and formal user instruction in electronic and traditional classrooms. Also serves as bibliographer in several subject areas. Participates in the university governance bodies. Some evening and weekend hours.

QUALIFICATIONS: MLS from an ALA-accredited library school; three to five years professional experience in an academic library reference department; experience with traditional reference services and with the use of emerging technologies and electronic resources; ability to relate to a diverse clientele; solid teaching skills; effective communication skills; strong commitment to quality service and teamwork; and ability to thrive in an institution with rapid growth in new programs, and teaching sites. Must show evidence of professional contributions to librarianship. A second graduate degree is desirable. Expertise in business or the health sciences would be helpful.

The appointment is to a ranked, tenure-track faculty position. Regis supports professional development through subsidies for professional travel and a flexible sabbatical program. Minimum salary range: \$32,779–\$38,944. Competitive benefits package, including relocation subsidy. The position is available **July 1, 1997**.

Denver offers the amenities of the Rocky Mountains, a semi-arid climate, a favorable consumer economy including affordable housing, and the nation's best bookstore.

Regis University is a Jesuit institution committed to value-centered education. It comprises three major academic units: Regis College, for traditional undergraduates; the School for Professional Studies, which offers bachelor's degree completion and master's degree programs in various delivery formats designed for working adults and the School for Health Care Professions with programs in both traditional and nontraditional delivery formats. The libraries serve some 1,100 campus-based undergraduates and over 8,000 part-time adult students on 12 campuses and teaching sites. Regis is a member of the Colorado Alliance of Research Libraries. A \$5.1 million library building renovation and expansion will be completed spring 1997. Regularly updated photos of the project may be found on the library's homepage at <http://www.regis.edu/lib/renprog3.htm>.

Submit letter of application, current resume, and three references (including phone numbers, fax numbers, and/or e-mail addresses) to:

**Mary Lou McNatt
Dayton Memorial Library
333 Regis Blvd.
Denver, CO 80221-1099**

Screening will begin **December 1, 1996**, and continue until an appointment is made.

Regis University is firmly committed to equal employment opportunity and affirmative action.

vices; to work independently and as part of a team; to work with diverse faculty, staff, and students. Effective oral and written communication skills. Potential to meet requirements for promotion and tenure. Desired: Undergraduate or advanced degree in the sciences or engineering, or experience working with science and engineering faculty in an academic institution. Web page development experience. scholarly publications; participation in professional organizations. Rank, salary, benefits: Tenure-track, eight-month, bargaining unit, faculty appointment. Professional rank and salary dependent upon credentials and experience, with a minimum salary of \$33,000. Excellent fringe benefits. General: Oakland University is a comprehensive, state-assisted institution of 13,500 students that offers programs at the baccalaureate, master's, and doctoral levels. The university is located 30 miles north of Detroit on a 1,500-acre campus. See web sites (<http://www.kl.oakland.edu> and <http://www.oakland.edu>). Send letter of application, resume, and the names, addresses, and telephone numbers of three current professional references to: Mildred H. Merz, Chair of Search Committee, Kresge Library, **Oakland University**, Rochester, MI 48309; fax: (810) 370-2474. In order to ensure consideration, applications must be received

by February 15, 1997. Oakland University is an affirmative action, equal opportunity employer and encourages applications from women and minorities.

INFORMATION TECHNOLOGY PROFESSIONAL. Mann Library, Cornell University, Ithaca, New York. Mann Library at Cornell University is seeking a bright, energetic information technology professional to participate in the development and maintenance of our digital library. The position involves a rewarding blend of programming, system management, and participation on interdivisional task forces to manage the library's evolution. Areas of work involve: Electronic full text (including e-publications and volumes digitized for preservation); data visualization (including geographic information systems and Internet provision of spatial data); Z39.50 implementation; Internet provision of federal and state government information; use of advanced web applications for information delivery; and/or document retrieval issues (including search and retrieval protocols, metadata structures, etc.). IT professionals at Mann Library also participate in user studies for interface and system evaluation, and in the library's information management instruction program. We seek someone

HEAD OF INFORMATION COMMONS AND ASSOCIATE DIRECTOR OF LIBRARY SERVICES



University of North Carolina at Charlotte

A new senior-level position within Library and Information Services (LIS). LIS consists of Library Services, Computing Services, and Media Services. This position reports to the Director of Library Services but will also work closely with the Director of Information Technology.

RESPONSIBILITIES: The planning and operation of the services provided on the major patron interaction floor of a new state-of-the-art facility currently under construction. Programmatic elements will include the location and interpretation of information resources held both on and off campus; the creation, manipulation, integration, and presentation of information; instructional support and development; an information literacy program; media production; and research support. Will also be responsible for supervision of approximately 30 information specialists from traditional library public services, media services, and computing services and for defining and implementing a plan that coordinates the services provided at three service points in the Information Commons with those provided by the team of information specialists available for expert consultation and assistance.

QUALIFICATIONS: ALA-accredited MLS degree required. Another advanced degree preferred. Ten years experience in increasingly challenging management positions in an academic, corporate, or large public library, involving supervision of information/library professionals. At least five years in a setting where traditional, place-centered services and electronic information access services are available together. Must have had experience in at least two of the following areas: Library reference services, library and computing research support, instructional development, and both analog and digital media production. Also required are excellent interpersonal and communications skills; demonstrated ability to provide leadership for change; demonstrated ability to manage and lead a staff with widely diverse skills and backgrounds; a working knowledge of the technical infrastructure for the library and information services organization of the future; a strong belief in and commitment to team-based leadership and operational support; demonstrated commitment to excellence in service; demonstrated knowledge of how information is organized, evaluated, accessed, integrated, presented, and used to understand problems and issues or create new knowledge.

Full-time, 12-month contract with excellent benefits. Tenure-track; rank and salary commensurate with experience and qualifications. Anticipated date of appointment: March 1, 1997. Send letter of interest stating qualifications and resume with names, addresses, and phone numbers of three professional references to:

Head of Information Commons Search Committee
c/o Carole Runnion
LIS Administrative Services
1051 Colvard
UNCC
Charlotte, NC 28223

Applications received by **January 15, 1997**, will receive first consideration but applications will be accepted until position is filled. For additional information visit our web site: <http://www.uncc.edu>.

AA/EEO.

with programming experience with C, Perl, ksh, and/or Java; a degree in computer or information science, or three-five years equivalent experience. Experience as a member of a project team a plus; experience with Unix and systems management a plus. Required: Self-motivation; sense of excellence in service; effective interpersonal and communication skills; adaptability. This is an ideal job for someone excited by the prospect of participating in the evolution of a digital library while helping to maintain its foundation. Mann, the second-largest library in the Cornell University Library system, has one of the nation's finest collections of agriculture, biology, nutrition, and social science materials. Mann has a staff of 52, including an Information Technology Section of six programmer/systems analysts and two technical support specialists. The library won the first ALA/Meckler Library of the Future Award in 1993; was featured in the fall 1994 issue of Library Hi Tech; and will be featured again by Library Hi Tech in late 1996. We operate an extensive digital library

at <http://www.mannlib.cornell.edu>. Cornell University is an affirmative action, equal opportunity employer strongly committed to diversity. We value qualified candidates who can bring to our community a variety of backgrounds and experiences. For information about Cornell University and Ithaca, New York see <http://www.cornell.edu>. For more information about this position, or to apply, contact: Tim Lynch, Head, Information Technology Section, Mann Library, Cornell University, Ithaca, NY 14853-4301; phone: (607) 255-9570; e-mail: tjl3@cornell.edu.

LIBRARIAN, OFF-CAMPUS LIBRARY SERVICES. Central Michigan University. Librarian, Off-Campus Library Services (OCLS), provides reference assistance, library user education, and local library referral services to Central Michigan University College of Extended Learning (CEL) students, faculty, administrators, and staff involved with graduate and undergraduate credit courses. Serves

REFERENCE SERVICES LIBRARIAN

Miami University

Reporting to the Head, Humanities and Social Sciences Department, this position offers an exciting opportunity for a librarian who is eager to define reference service in non-traditional and innovative ways. In addition to providing reference service in the humanities and social sciences using a new, multilevel delivery model, this position's responsibilities include providing user instruction, including curricular development; assisting in the identification and marketing of new departmental services determined by needs assessment and other outreach techniques: coordinating departmental reference services in remote users; participating in the development and deployment of numeric data information services and resources, including identifying and acquiring data files; assisting in the development of electronic publishing projects; and coordinating the continuous evaluation of departmental services in a rapidly expanding electronic environment. The department has a tradition of working collegially and supports a system-wide implementation of a Continuous Quality Improvement program.

QUALIFICATIONS: An MLS from an ALA-accredited program; proficiency using electronic databases, especially the Internet, World Wide Web, and Lexis-Nexis; analytic skills; ability to work in a rapidly changing environment; and effective oral and written communication skills. Baccalaureate or master's degree in the humanities or social sciences

Desired qualifications include: Reference experience, library teaching experience, and proficiency with social science statistical packages (e.g., SPSS, SAS).

Miami University is a selective institution, nationally ranked, with a strong commitment to liberal education. The 17,000-student campus is located in Oxford, Ohio, about 30 miles northwest of Cincinnati. University Libraries include a central library and branch libraries in science, music, art/architecture, and the Southwest Ohio Regional Depository. A founding member of OCLC, OhioLINK, and CNI, the library system is dynamic, flexible, user-centered, and technologically advanced.

Comprehensive benefits package. Minimum salary of \$28,500 is negotiable, depending upon experience and qualifications. Submit letter of application, resume, and names, telephone numbers, and addresses of three professional references to:

**Judith Sessions
Dean and University Librarian
Miami University Libraries
Miami University
Oxford, OH 45056**

Preliminary screening of applications will begin **December 1, 1996**.

program centers throughout Michigan as well as the Canadian province of Ontario. Travel to these locations is required to provide on-site library user education. Development and marketing of OCLC's services, especially its emerging electronic resources, are key elements of the position. The individual acts as liaison for library support to CEL's Center for Distance Learning, a unit actively engaged in using ITV, the Internet, and World Wide Web to deliver courses. This position also works with other unit members to present the CMU Off-Campus Library Services Conference, an international, biennial meeting. OCLC, a leader in the extended campus library services field, consists of seven professional librarians and a support staff of 6.5 FTE. Minimum qualifications: MLS degree from an ALA-accredited library school and one year professional experience, or equivalent, in a public services setting. Knowledge of and experience in using print as well as electronic resources, including CD-ROMS, online databases, and Internet/World Wide Web resources. Demonstrated experience in planning and delivery of library user instruction; evidence of excellent written and oral communication skills, strong interpersonal skills; flexibility and desire to work in a rapidly changing technological environment; willingness to travel and work a flexible schedule are required. Preferred qualifications: Reference experience with social sciences, education, administration, and health services resources. Microcomputing experience using windows-based programs. Position is based in Mt. Pleasant, Michigan. Applicants are encouraged to visit the following web sites for more information about the university, CMU Libraries, CEL, and the Mt. Pleasant community: <http://www.cmich.edu>, <http://www.lib.cmich.edu>,

<http://www.cel.cmich.cmu>, and <http://www.mtleasant.com>. Successful candidate will participate in a flexible benefit program including medical, dental, and life insurance (including AD&D), long-term disability, flexible spending accounts; dependent life insurance available. In addition, CMU provides retirement, tuition waiver, paid sick leave, paid vacation and paid holidays. Salary commensurate with qualifications, minimum \$33,500. Submit letter of application addressing qualifications for the position, resume, and names, titles, addresses, and telephone numbers of three references to: Chairperson, Selection Committee, 207 Park Library, **Central Michigan University**, Mt. Pleasant, MI 48859. Position is available immediately. Applications will be accepted until the position is filled. Review of candidates' files will begin in mid-January 1997. CMU, an AA/EQ Institution encourages diversity and resolves to provide equal opportunity regardless of race, sex, disability, sexual orientation, or other irrelevant criteria.

LIBRARY DIRECTOR. Manhattanville College. Candidates should be able to develop a strategic plan, administer budget, manage staff, develop collections, integrate technologies and systems. Substantial library or related experience and demonstrated leadership skills required. PH.D. in appropriate academic field or MLS from ALA-accredited program and fund-raising/grant-writing experience preferred. Send current vita, cover letter, and names of three references to: Susan Jacobs, Chair, Search Committee, **Manhattanville College**, 2900 Purchase St., Purchase, NY 10577. Applications accepted until position is filled.

REFERENCE/INSTRUCTIONAL SERVICES LIBRARIAN

UCLA Library

Under the general direction of the Head of the Management Library, provide reference and instructional services to library users. This includes work at the reference desk, provision of e-mail reference service, and teaching in a number of instructional programs including tutorials, the library's field study consultation service for MBA students, and specialized class presentations and workshops. Develop and implement new and innovative instructional programs and methods of delivering information designed to meet the needs of the library's primary users with a focus on assisting them in learning how to effectively use and evaluate information resources, especially those in electronic format. Assist in furthering the library's program of increased emphasis on electronic curricular support. Develop electronic guides to the library's collection of print and computerized resources using the World Wide Web and other online aides. Work closely with other librarians on the staff to ensure that reference, instructional, and collection development activities are coordinated. Keep abreast of developments in information technology that could be used to improve services to primary users.

REQUIREMENTS: Demonstrated experiences in providing business reference service and working with a business library collection and business electronic data sources, including the World Wide Web, preferably within an academic setting. Knowledge of business reference sources—print and electronic—to interpret information needs, to provide appropriate information, and to advise and guide users to timely and effective solutions to information needs. Excellent oral and written communication skills for both one-to-one and group presentations. Experience in designing, implementing, organizing, and evaluating library instructional programs and in translating business concepts as communicated by faculty and students into a workable service models. Computing skills to work in an advanced technological environment with a mix of PC and Macintosh desktop and laptop microcomputers. Working knowledge of Internet client applications using Netscape. Excellent interpersonal skills to work with library and other staff and to work with and relate to faculty and students. Ability to work in a collegial mode with other staff and to work independently when required.

SALARY RANGE: \$29,532–\$39,648.

Anyone wishing to be considered for this position should write to:

Rita A. Scherrei
Associate University Librarian for Personnel and Administrative Services
University Research Library
UCLA
11334 URL, Box 951575
Los Angeles, CA 90095-1575

The 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 **December 6, 1996**, will be given first consideration.

REFERENCE LIBRARIAN (search extended). Carnegie Mellon University Libraries seek a member of the Hunt Library Information Center reference team. Primary responsibilities: Reference desk duty, including rotating nights and weekends; liaison and collection development services for the H. John Heinz III School of Public Policy and Management and for two departments in the College of Humanities and Social Sciences—Statistics and Social and Decision Sciences; promotion and facilitation of access to data sets, including ICPSR; provision of subject resource information on the WWW; and participation in library outreach and instruction programs. Librarians are expected to participate in professional development activities. Required: MLS (ALA-accredited); ability to use a variety of client platforms and computer systems; excellent interpersonal and communications skills; ability to work well in individual as well as team situations. Academic background in social sciences, public policy, or management. Preferred: One or more years academic library reference experience. Advanced degree in relevant subject; experience with data sets or government documents. Salary negotiable from \$24,700 minimum, depending upon qualifications and experience. Comprehensive benefits package. Credential review begins January 31, 1997, and continues until position is filled. Send application letter referencing job HL 1-97, resume, and names of three references to:

Head, Administrative Services, Hunt Library, HL 1-97, **Carnegie Mellon University**, Pittsburgh, PA 15213-3890. Carnegie Mellon is an AA/EEO employer.

SPECIAL FORMATS CATALOGER. The University of New Mexico General Library invites applications for Special Formats Cataloger, a full-time, 12-month, tenure-track library faculty position. Rank is negotiable. This library faculty position combines functions of traditional nonbook cataloging with the opportunity to create and catalog electronic resources for users. Responsible to the General Cataloging Team Leader, Catalog Department. Education and experience: Required: MLS degree from an ALA-accredited program. Minimum of three years cataloging experience including original cataloging. Extensive experience cataloging non-book materials from some of the following formats: video recordings, audio recordings, CD-ROMs, computer software or other electronic resources. Working knowledge of AACR2r, LC Rule Interpretations, the integrated USMARC format, and LC classification and subject headings. Experience with OCLC or other bibliographic utility. Ability to perform in a climate of change and work collegially in a team environment. Evidence of flexibility, initiative, and effective communication skills. Desirable: Cataloging experience at a research, academic, or large public library. Cataloging

experience with electronic formats. Working knowledge of one or more modern European languages. Experience with INNOPAC or other integrated online system. Grant writing experience. Duties: As a member of the General Cataloging Team, catalogs a variety of nonbook materials, including electronic resources. Additionally, performs original and complex copy cataloging of books in a variety of subjects and languages. Contributes to the planning and development of policies and procedures for processing electronic texts. Investigates a electronic access to visual and other archival materials. Contributes headings to NACO. Participates in OCLC Enhance and Upgrade. May participate in collection development. Faculty responsibilities: The incumbent in this position will comply with the policies of the Faculty Handbook, including research, publication, and service to the profession, university, and community. Background: The Catalog Department consists of three cataloging teams and a bibliographic management team. The department processes collections for the UNM General Library and maintains authority control and support services for the member libraries of the LIBROS consortium. The General Cataloging Team consists of four faculty and eight staff catalogers. The General Library, with a collection of 1,700,000 volumes, is a member of the Association of Research Libraries. The General Library participates in OCLC via the AMIGOS Bibliographic Council regional network and maintains an INNOPAC library system. The University of New Mexico main campus enrolls 25,000 students and employs 1,400 faculty and 3,800 staff. UNM offers 54 master's degrees and 35 doctoral and professional degrees. The institution serves a multicultural state and an ethnically diverse student body. Salary: Negotiable from \$35,000, based

on qualifications. Application: Submit resume, names of three references, and a letter describing the strengths you would bring to this position to: Rita Critchfield, General Library, University of New Mexico, Albuquerque, NM 87131-1466. Applications must be received by January 10, 1997. A copy of the job description is also available at <http://www.unm.edu/~libinfo/Jobs>. The University of New Mexico is an equal employment opportunity, affirmative action employer and educator.

SUPERVISING CATALOGER/GOVERNMENT DOCUMENTS LIBRARIAN. John Carroll University's Grasselli Library is seeking a Supervising Cataloger/Government Documents Librarian. This is a full-time faculty tenure track position. Regular appointment will be for the academic year, with possible summer employment as well. The librarian in this position answers to the Coordinator of Collections and is responsible for cataloging and classification of materials in all formats. Supervision of a selective United States government depository, reference and collection responsibilities are included as well. The candidate must have an MLS, experience with OCLC and AACR2 in automated systems and government documents. A second master's degree is highly desirable. John Carroll University, a Catholic and Jesuit university, is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply. Send application letter, resume, and three letters of reference to: Gorman L. Duffett, John Carroll University, Grasselli Library, 20700 North Park Blvd., University Heights, OH 44118. Before a contract is issued full official transcripts of all academic work must be received by the university. Applications must be received by December 20, 1996.

Late Job Listings

DIRECTOR OF THE FLORA LAMSON HEWLETT LIBRARY. The Graduate Theological Union announces that the position of Director of the Flora Lamson Hewlett Library will be open as of July 1, 1997. The GTU Common Library serves six Protestant Seminaries, three Roman Catholic Theologates, the Center for Jewish Studies, eleven affiliates/centers, and builds its collection in concert with the University of California, Berkeley. Individuals desiring additional information, or making nominations, or considering application for the position, should write to: Margaret R. Miles, co-chair of the Search Committee, c/o John Dillenberger, the Search Committee's executive secretary, **Graduate Theological Union**, 2400 Ridge Rd., Berkeley, CA 94709; phone: (510) 649-2440; fax: (510) 649-1417. A detailed description of the position will be available upon request. The deadline for receipt of all application documents is February 1, 1997. EOE.

DEAN OF INFORMATION SERVICES. Aurora University seeks an educator/administrator for the new position of Dean of Information Services. Founded in 1893, Aurora University has over 2,000 degree-seeking undergraduates and graduate students, in addition to continuing professional education students in a three-state area. Reporting directly to the Provost, the dean will have a broad mandate to integrate, develop, and manage: The library and media services, academic computing and instructional technology, distance learning, administrative computing, campus communications/telecommunications, and Internet/Intranet/Web connections and presence. The overall mission of this new position is to provide all necessary information services to all University constituencies. Qualifications: Academic credentials commensurate with an appointment to the faculty; strong managerial and technical background spanning the areas delineated above; and both a personal philosophy and an educational career attesting to the individual's support of the university's commitment to nurturing "the liberally educated professional." The search will remain open until the position is filled. Candidates are invited to submit a letter of application, curriculum vitae, and names, addresses, and phone numbers of professional references to: Office of the Provost, **Aurora University**, 347 South Gladstone Ave., Aurora, IL 60506; fax: (630) 844-7819; e-mail: wascisko@admin.aurora.edu. Aurora University is an EOE/AA employer and is committed to becoming a model university of the 21st Century. Aurora University is committed to achieving excellence through diversity.



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