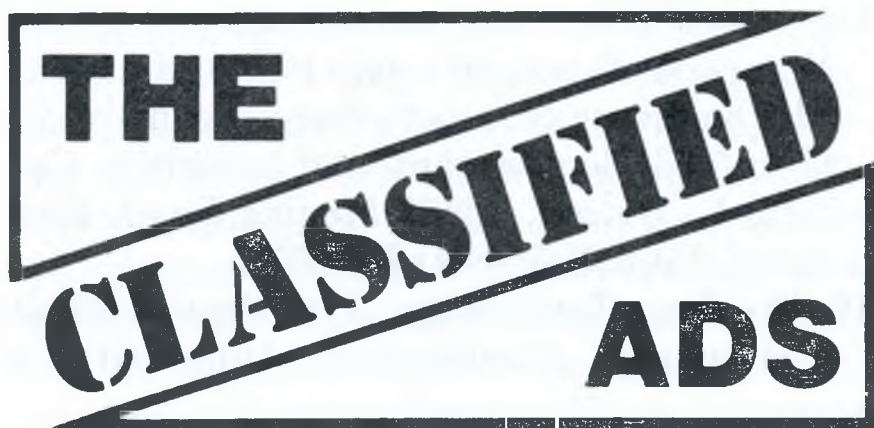


Wisconsin-Stout, Menomonie. The theme speaker will be Stanley Hubbard, president of the United States Satellite Broadcasting Company, St. Paul. Six workshops and 40 exhibits. Contact: David P. Barnard, Dean for Learning Resources and Conference Chairman, University of Wisconsin-Stout, Menomonie, WI 54751; (715) 232-2246.

## August

27-31—**Australasia:** Joint conference of the Library Association of Australia and the New Zealand Library Association, Brisbane, Queensland, Australia. Keynote speakers on the theme, "Libraries: After 1984," will include Peggy Sullivan and Patricia Battin. Contact: Ray Shaw, Intermedia, P.O. Box 731, Toowong 4066, Australia. ■■



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

**Rates:** Classified advertisements are \$4.00 per line for ACRL members, \$5.00 for others. Late job notices are \$10.00 per line for members, \$12.00 for others. Organizations submitting ads will be charged according to their membership status.

**Telephone:** All telephone orders should be confirmed by a written order mailed to ACRL headquarters as soon as possible. Orders should be accompanied by a typewritten copy of the ad to be used in proofreading. An additional \$10 will be charged for ads taken over the phone (except late job notices or display ads).

**Guidelines:** For ads which list an application deadline, that date must be no sooner than the last day of the month in which the notice appears (e.g., October 31 for the October issue). All job announcements should include a salary figure. Job announcements will be edited to exclude discriminatory references. Applicants should be aware that the terms faculty *rank* and *status* vary in meaning among institutions.

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

**Fast Job Listing Service:** A special newsletter for those actively seeking positions. This service lists job postings received at ACRL headquarters four weeks before they appear in *C&RL News*, as well as ads which, because of narrow deadlines, will not appear in *C&RL News*. The cost of a six-month subscription is \$10 for ACRL members and \$15 for non-members.

**Contact:** *Classified Advertising Dep't, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611; (312) 944-6780.*

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## FOR SALE

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**BIDDING OPEN.** *Chemical Abstracts; 1907-1977 bound, includes dicennial indexes.* Inquiries and bids to Thomas E. Smith, Serials Librarian, Himmelfarb Health Sciences Library, 2300 Eye Street NW, Washington, DC 20037.

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## POSITIONS OPEN

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**ACQUISITIONS LIBRARIAN.** The University of Arizona Library is seeking a librarian to supervise bibliographic searching and take part in other acquisitions activities, including collection development in the social sciences or humanities. The person selected will report to the Head Acquisitions Librarian and will supervise students and help to organize the flow of orders through the Acquisitions Department. Qualifications for the position include a degree from an ALA-accredited library school and a reading knowledge of one or more European languages. Knowledge of bibliographic tools and the ability to organize the work of others are essential. Preference will be given to candidates with acquisition experience. Professional librarians at the University of Arizona are academic professionals with voting faculty status, have 22 days per year of paid vacation, 12 days of sick leave and a standard package of academic holidays and other fringe benefits. The beginning salary is \$16,500; a higher salary is negotiable based on qualifications. Deadline for applications is April 15. Send inquiries and resumes, including at least 3 references to: W. David Laird, University Librarian, University of Arizona, Tucson, AZ 85721. The University of Arizona is an EEO/AA employer.

**ASSISTANT CATALOG LIBRARIAN** (annual non-tenure track appointments, renewable up to three years). Available July 1, 1984. Performs cataloging in all subject areas; limited work with serials and retrospective conversion project. Possible assignment up to ten hours per month at main information desk. Requirements: ALA-MLS; working knowledge of OCLC, AACR2, Dewey and LC classifications; demonstrated ability to communicate effectively with faculty, students, and co-workers. Preference given to candidates with one or more years cataloging experience using OCLC. Minimum salary \$15,600. Twelve month appointment with standard benefits. Application deadline is April 20, 1984, or until suitable applicant is hired. Send resume, academic credentials, and three current letters of recommendation to: Wendy Klosterman, Briggs Library, South Dakota State University, Brookings, SD 57007. An AA/EEO employer.

**ASSISTANT DIRECTOR FOR PUBLIC SERVICES.** Responsible for policy, program development, management, marketing, and service delivery, coordination and evaluation of the following Library System-wide programs: audiovisual (including classroom support, learning resources and photography), bibliographic instruction, circulation, Information Services Center, interlibrary loan, online services, reference (including collection development), and reserves. The Library System consists of five libraries (education, general, law, medicine and science) with a staff of 58 librarians and 92 nonprofessionals and collections in excess of 1,900,000 volumes. This is an academic staff, tenure track position. Required: fifth year library science degree from an accredited library science program. Seven years of increasingly responsible experience in a mid-size or large academic library, including experience with reference, database searching, bibliographic instruction, audiovisuals, and publication; appropriate managerial experience and demonstrated skill in motivating, developing, and working effectively with library staff and users is necessary. Salary \$30,000 minimum. Fringe benefits: TIAA-CREF retirement plan, social security, subsidized health, hospital, dental and life insurance. The University is an equal opportunity employer. Write to: James F. Williams, II, Associate Director of Libraries, c/o Rm. 134, G. Flint Purdy Library, Wayne State University, Detroit, MI 48202.

**ASSISTANT DIRECTOR OF LIBRARIES FOR PERSONNEL SERVICES.** Search reopened. New position. Responsible for determining personnel needs of the Libraries and recruiting, orientating, training and developing staff. Recommends compensation and classification for positions. Serves as ombudsperson for staff. Requires techniques and principles of motivation, leadership, communication, and effective interviewing skills, and the ability to relate to people and render sensitive guidance in human problems. Master's degree in personnel management, counseling or related field and experience required. ALA-MLS and academic library experience preferred. Salary: \$26,500 minimum for 12 months. Liberal benefits. Applicants should submit a cover letter, resume, and three applicable reference letters by April 10, 1984, to: Peggy Tooker, Chair, Search Committee, Texas Tech University, Libraries, Lubbock, TX 79409-0002. EEO/AA employer.

**ASSISTANT HEAD OF ACQUISITIONS/SERIALS DEPARTMENT.** Responsible for assisting in the administration and supervision of a combined department of 20 FTE, with major emphasis on quality control of serials. ALA-accredited MLS and two or more years professional experience in serials acquisition and control with some serials cataloging experience desired. Supervisory experience and knowledge of computer-based record systems desirable. Salary \$17,000 minimum depending on qualifications and experience. 12-month, tenure-track, TIAA/CREF, 22 days annual leave, many other fringe benefits. Position available immediately. Applications accepted until a suitable candidate is found. Send application and resume with names, addresses, and phone numbers of three refer-

ences to: John A. Harrison, Director of Libraries, University of Arkansas, Fayetteville, AR 72701. An equal opportunity, affirmative action employer, welcomes applications from all qualified individuals.

**ASSISTANT LIBRARIAN** responsible for supervising all departments of a major independent research library. Reports to, and assists the Director and Librarian. Desirable qualifications: MLS, background in American history, 5 years appropriate experience, evidence of management skills. Salary dependent on qualifications, minimum \$25,000. Additional benefits include 20 days vacation, health insurance, life insurance, TIAA/CREF annuity plan. Deadline for applications: March 31. Apply by letter, resume, and references, to: Director and Librarian, American Antiquarian Society, 185 Salisbury St., Worcester, MA 01609. An equal opportunity, affirmative action employer.

**ASSISTANT UNIVERSITY LIBRARIAN—TECHNICAL SERVICE.** (University of Arizona). The Assistant University Librarian has administrative responsibility for the 4 technical services departments (Acquisitions, Catalog, Loan and Serials), and is a member of the administrative group. Technical services employs 22 professional librarians and more than 80 FTE of clerical and other support staff. The Library's annual acquisition budget exceeds 3 million dollars, and the Library adds more than 80 thousand volumes per year, and participates in OCLC as the second-largest contributor in the Southwest. Required: ALA-accredited degree and 5 years' professional library experience in a large academic library, 3 or more years of such experience in a supervisory or administrative position in technical services. Experience with automated library services will be given special consideration. Professional librarians at the University of Arizona have academic professional status, are voting members of the faculty, and have 12-month appointments with 22 days of paid vacation, 12 days of sick leave and 10 holidays annually. The minimum salary for this position is \$35,000. A higher salary can be negotiated depending on qualifications. Deadline for applications is May 1. Send inquiries and resumes, listing at least 3 references to: W. David Laird, University Librarian, University of Arizona Library, Tucson, AZ 85721. The University of Arizona is an EEO/AA employer.

**ASSISTANT UNIVERSITY LIBRARIANS.** University of California, Irvine. Two newly created management positions at Assistant University Librarian level: AUL for Public Services and AUL for Technical Services. *Administrative structure:* there are 47 academic FTE in the Library. These include the University Librarian and four Assistant University Librarians. The Assistant University Librarian (AUL) is a

senior administrative position normally holding responsibility for managing a major division or function of the Library. The main focus of the AUL position is the welfare of the entire library as a whole, within the context of specific divisional or functional responsibilities. There is a Collection Development Officer who reports directly to the University Librarian as coordinator for collection development functions. The Library employs 102 support staff employees and approximately 200 students. The Assistant University Librarians report directly to the University Librarian and are members of the Council of Department Heads which is the principal advisory group to the University Librarian. *General Responsibilities for either position:* coordinate and develop services in either the public services area or in the technical services area of the Library. Directly supervise and evaluate department heads in respective divisions. Coordinate library-wide operations in respective functional areas in order to assure consistency and quality of services within the Library. As member of management and of the Council of Department Heads participate in overall policy, planning, and budgetary processes of the Library. *Special duties of AUL for Public Services:* administratively responsible for the departments of Circulation, Government Publications, Reference, and Special Collections, and for the Physical Sciences Library, each supervised by a manager at the full Librarian rank. Establish and monitor goals and standards for public service. *Special duties of AUL for Technical Services:* administratively responsible for the departments of Cataloging, Collection Development/Acquisitions, and Serials, each managed by a supervisor at the full Librarian rank. Coordinate automation of technical services and relationships with networks and bibliographic utilities. Represents the Library in technical services aspects at the System-wide level. *General qualifications for either position:* graduate degree in Library Service and substantial library experience in an academic library. Demonstrated administrative skills and knowledge in planning, organizing, and setting priorities. Commitment to a consultative/managerial style with demonstrated ability to work effectively with people at all levels. Successful management experience with special attention to personnel concerns, preferably including those in a collective bargaining environment. Ability to provide creative leadership in dynamic and rapidly changing circumstances. Strong oral and written communication skills. Commitment to the importance of strong interaction between public and technical services operations in improving and extending the Library's information services. Evidence of University service, research or participation in professional associations. Highly desirable are academic background at MA or MS level in one or more subject areas. *Special qualifications for AUL for Public Services position:* Commitment to active programs in bibliographic instruction. Commitment to the overall goal of public service. *Special qualifi-*

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# ALBERT R. MANN LIBRARY

## Cornell University

Cornell, the Land Grant institution of New York State, is known world-wide for the teaching and research projects of the Collection of Agriculture and Life Sciences and the Collection of Human Ecology. Mann Library, which supports these programs, is the largest academic agricultural and life sciences library in the United States, and its collection is second only to the National Agricultural Library.

Mann Library is committed to exploring forward-looking ideas about the role of information services in an academic environment. Our Microcomputer Center, which opens this spring, will house 32 micros in a specially designed classroom and laboratory setting. The Center will offer its own instructional programs in computer literacy for faculty and students, support course-related instruction, and feature a software library. Additional automation activity includes current planning for an imminent selection of an integrated library system.

**Computerized Data Services Librarian.** Analyzes user needs for access to non-bibliographic data; creates a library collection of data files as well as making provision for access to external data files. Provides traditional and online reference services; participates in library instruction program, including developing end-user expertise in independent retrieval of online information.

Qualifications: master's degree in relevant area such as library science, computer science or information science. 5 years work experience in information services and experience with a wide variety of data files. Ability to communicate effectively orally and in writing with faculty, students, and administrators is essential. Demonstrated skills in reference services and instruction in access to information. Ability to identify and meet the requirements of research faculty for access to machine-readable data files. Appointment will be at the rank of Associate Librarian. Salary to \$20,243; higher salary negotiable, dependent upon additional qualifications.

**Apply by April 20.** Position available July 1984. Submit resume listing 3 references to:

**Carolyn Pyhtila**  
**235 Olin Library**  
**Cornell University**  
**Ithaca, NY 14853.**

Cornell University is an  
equal opportunity, affirmative action employer.

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*cations for AUL for Technical Services:* comprehensive knowledge of technical service operations and their procedures, coupled with a strong working knowledge of automated technologies and their potential for increased application in academic libraries. Appointment in Assistant University Librarian series. Salary dependent on qualifications. Salary range \$31,500-\$50,000 with probable upward range adjustment on 1 July. Cost of benefits in UC equal approximately 40% of salary. Benefits include 24 vacation days and 12 sick leave days per year, retirement plan coordinated with Social Security, reductions in incidental fees, and a variety of group life, medical, and dental plans. Send letter, resume, telephone numbers and names and addresses of five referees to Michael J. MacInnes, AUL for Personnel Services, Main Library, U.C. Irvine, P.O. Box 19557, Irvine, CA 92713. Telephone (714) 856-7115. Deadline for receipt of letters is 1 April 1984. Clearly identify position of interest when applying. An affirmative action, equal opportunity employer.

**ASSOCIATE LIBRARIAN.** The Natural Resources Research Institute, University of Minnesota, Duluth, invites nominations and applications for the position of Associate Librarian. An innovative and creative individual with a desire to share in the development of information resources for a newly established research facility involved in the commercial development of the natural resources of Minnesota. Minimum qualifications: master's degree in library or information science; 5 years experience as a librarian in a university, government, or private scientific/technical research facility; experience with and skill in searching commercial online databases, especially for engineering and technical information; and demonstrated interpersonal and communication skills. Desired qualifications: an additional degree or significant coursework in technical sciences emphasizing minerals, biomass, energy, water or forest products; microcomputer experience; and management experience as a librarian in a technical research facility. Duties and responsibilities: recommend policies, create and manage library and staff, maintain close liaison with Institute staff, provide technical services, conduct specialized engineering and technical database computer searches, and develop holdings and databases. 12 month renewable professional academic staff position reports to NRRI director and is available July 1, 1984. Salary minimum \$27,000. Completed applications must be postmarked by March 30, 1984. Send letter of application; current resume with names, addresses and phone numbers of three references, and transcripts to: Shirley H. Lewis, Chairman, NRRI Associate Librarian Search Committee, 421B Darland Administration Building, University of Minnesota, Duluth, MN 55812. The University of Minnesota is an equal opportunity educator and employer and specifically invites and encourages applications from women and minorities.

**ASSOCIATE UNIVERSITY LIBRARIAN FOR TECHNICAL SERVICES.** University of California, Berkeley. Administer technical services departments for collection of 6 million volumes, with 80,000 titles cataloged annually, and with 80,000 serials currently received; coordinate all General Library technical services; participate in overall library policy-making and administration. Requires graduate library degree; substantial successful management experience relevant to large research collections, including such matters as budget, personnel and systems development; thorough familiarity with technical services including automation and networking; and commitment to a consultative/participative managerial style. Full job description will be mailed on request. Salary in the \$33,000 to \$51,000 per annum range, depending on qualifications. Position available 1 June 1984, or as soon thereafter as possible. Send resume including names of professional references by 31 March 1984, to: William E. Wenz, Personnel Officer, Room 447 General Library, University of California, Berkeley, CA 94720. The University of California is an equal opportunity, affirmative action employer.

**AUTOMATION LIBRARIAN.** Tenure track position with the rank of instructor or assistant professor dependent on qualifications. MLS from ALA-accredited institution required. Second master's or additional 30 hours preferred. Will report to library director and work closely with other professionals to plan, support, and achieve automation goals. Job includes involvement with systems including OCLC, statewide LCS, regional DataPhase ALIS-IIIE system, microcomputer network, and batch processing applications in library environment. Ideal candidate will have programming ability, familiarity with database management, and ability to work independently. Salary \$20,000-\$22,500. Send letter of application, resume, the names, addresses and telephone numbers of three references, and comments relating to applicant's experience with library automation and especially microcomputer applications, to: Patricia A. Goheen, Director of Libraries, Western Illinois University, Macomb, IL 61455. Applications must be received by April 1, 1984. Western Illinois University is an EEO/AA employer.

**CATALOG LIBRARIAN.** (Search reopened). Cataloging and Records Maintenance (CRM) Division. Responsibilities include catalog maintenance and authority work; original and complex copy cataloging in assigned subject areas; special projects; and some public service duties. Must be able to work in an automated dynamic environment with changing responsibilities in line with further reorganization of CRM Division. Requirements: MLS from ALA-accredited li-

brary school and two (2) years cataloging experience in an academic library. Essential: demonstrated knowledge of LC classification, AACR2 and earlier cataloging rules, LCRI, LCSH, online catalogs, computer systems, cataloging databases, and at least one (1) foreign language. Highly desirable: advanced study in a subject discipline, library science or computer science. Participates in research. Twelve-month, tenure-track faculty appointment. Salary minimum: \$15,000. Rank: instructor or assistant professor. Application deadline: April 15, 1984. Submit resume including three (3) references to: Fred M. Peterson, University Librarian, Milner Library, Illinois State University, Normal, IL 61761. Equal opportunity, affirmative action university.

**CATALOG LIBRARIAN.** The University of Arizona Library is seeking a professional librarian to be responsible for the cataloging of audiovisual materials and subjects of education, art, library science, photography and juvenile literature. Related activities such as staffing a catalog information desk will be assigned. This position reports to the Head Catalog Librarian. The University of Arizona library is a large academic research library with more than 2 million volumes and more than 4 million holdings in the main library system. The Catalog Department is one of 4 departments within the Technical Services Division and employs 11 professional catalogers and 44 career staff. Requirements: includes an ALA-accredited degree; working knowledge of AACR2; experience with LC classification; experience with OCLC or a similar utility; knowledge of at least one foreign language. Previous audiovisual cataloging experience is preferred. The beginning professional salary is \$16,500; a higher salary can be negotiated depending upon qualifications and experience. Professional librarians at the University of Arizona are academic professionals and voting members of the faculty, have 12-month appointments, earn 22 days of vacation per year, 12 days of sick leave and have a standard academic package of holidays and other benefits. Position is available July 1. Deadline for applications is April 15. Send letter of application, resume and the names of 3 referees to: W. David Laird, University Librarian, University of Arizona Library, Tucson, AZ 85721. The University of Arizona is an EEO/AA employer.

**CATALOGING DEPARTMENT HEAD.** Florida State University Library. Associate University Librarian or University Librarian rank. MLS from ALA-accredited library school and five to nine or more years professional experience, including cataloging and supervisory responsibility. LC, AACR2, OCLC. Centralized department of eleven professional and twelve sub-professional catalogers who do virtually all the serials and monograph cataloging. Twelve month ap-

pointment, state retirement and insurance. Minimum salary for Associate University Librarian: \$15,660. Minimum salary for Associate University Librarian: \$18,660. Send letter of interest, resume, and names of three references by April 15th, 1984, to: Lucille Higgs, Florida State University Library, Tallahassee, FL 32306. An equal opportunity, affirmative action employer.

**CATALOGING DEPARTMENT HEAD.** Supervision and management of a cataloging department comprised of 4 professionals, 6 paraprofessionals, and 3.5 hourly FTE. Responsibilities include original cataloging and retrospective conversion. Qualifications: ALA-accredited MLS; 5 years increasing supervisory and administrative cataloging experience; experience with OCLC, AACR2, LC cataloging practices, and MARC format; managerial/supervisory skills. Salary \$22,000 minimum depending on qualifications and experience. 12-month, tenure-track, TIAA/CREF, 22 days annual leave, many other fringe benefits. Position available immediately. Applications accepted until a suitable candidate is found. Send application and resume with names, addresses, and phone numbers of three references to: John A. Harrison, Director of Libraries, University of Arkansas, Fayetteville, AR 72701. An equal opportunity, affirmative action employer, welcomes applications from all qualified individuals.

**CONSUMER & FAMILY SCIENCES LIBRARIAN.** Requirements: MLS (ALA-accredited). Minimum of 4 years professional academic research library experience plus supervisory and interpersonal skills. Desirable qualifications: science or social sciences background an asset plus ability to adapt library services to changing needs of students and faculty. Responsible for operation of a 15,000 volume school library which serves as the principal resource for the Departments of Child Development and Family Studies, Consumer Sciences and Retailing, Foods and Nutrition, and Restaurant, Hotel, and Institutional Management. Involves administrative duties, collection development, liaison work, supervision of staff and development of policies for service, resources, and facilities. Faculty status and responsibilities. Rank commensurate with education and experience. Promotion and tenure require meeting standards of excellence in librarianship, publishing, research, and service. 12 month appointment with vacation of 22 days. Group Life, Major Medical, and Disability insurance plans are in effect as are TIAA-CREF and Social Security. Salary \$18,000 or more depending on qualifications. Application deadline: April 1, 1984. Send resume and list of references to: Thomas L. Haworth, Personnel Officer, Libraries, Stewart Center, Purdue University, West Lafayette, IN 47907. An equal opportunity, affirmative action employer.

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## ASSISTANT DIRECTOR FOR PUBLIC SERVICES

### Trinity University

Trinity University, San Antonio, Texas, is seeking candidates for the position of Assistant Director of Libraries for Public Services, a faculty appointment in a rapidly growing university library. The incumbent of this position will serve as head of a reference department (6 professionals, 2 classified staff), which includes among its components traditional reference service, user education, faculty liaison, and online searching. Also within public services are the Government Documents and Circulation Departments (including Inter-Library Loan) and the Teacher Resource Center. May also have overall responsibility for the building.

Site of ALA Midwinter in 1983, San Antonio is the nation's tenth-largest city. **Trinity**, with 2500 undergraduates and 600 graduate students, is strongly committed to excellence in the liberal arts tradition. Scholarly achievement is recognized through Phi Beta Kappa and other national honor societies. Under an accelerated program of collection development, the Library is adding over 40,000 volumes annually; presently the collection has 430,000 volumes of books and bound periodicals, plus sizable holdings of government documents, microforms, and non-print items. The modern building, opened in 1979, has space for 1.2 million volumes. There are 16 professional and 48 FTE classified staff positions. **Required qualifications:** ALA-accredited MLS; demonstrated pertinent experience in an academic library, including administrative responsibilities; strong interest in faculty liaison and user education programs; leadership ability with strong interpersonal skills, initiative and creativity; and the ability to function effectively in a complex organization. **Highly desirable** is a graduate degree in the liberal arts or sciences. Salary minimum of \$29,000, higher dependent on experience or other qualifications. (Texas has no state income tax). TIAA/CREF and liberal fringe benefits. Faculty status, including professional title. Send letter of application, detailed resume, placement file if available, and names of 3 references, **by April 15, 1984, to: Richard Hume Werking, Director, Maddux Library, Trinity University, 715 Stadium Dr., San Antonio, TX 78284.**

Affirmative action, equal opportunity employer.

**CORPORATE LIBRARIAN.** Independent Christian college is seeking a corporate librarian to oversee development and operation of a multi-campus library system. MLS from ALA-accredited library school required. Salary range \$14,950 to \$20,800. Send resume, transcript, and names of three references to: Search, Jordan College, 360 W. Pine St., Cedar Springs, MI 49319.

**DIRECTOR OF THE LIBRARY.** Position available for Director of library at a private college which offers a four-year professional degree program to approximately 1,800 students. Qualifications required: MLS from an ALA-accredited institution; five years of library experience with evidence of administrative responsibility; knowledge of current developments in library automation and resource sharing; strong leadership and management skills, with ability to establish and maintain effective public and professional relationships. Additional degree in another academic field is highly desirable. Responsibilities: directing long and short term planning, fiscal management of budget; supervision of five professional librarians and twelve support staff. The Director reports to the Vice President for Academic Affairs. Salary: commensurate with qualifications, experience and academic rank (assistant or associate professor) the range being \$26,700-\$31,500. Application procedure: send nomination or resume along with three professional references by March 30, 1984, to: Iftikhar H. Bhatti, Chairman of Search Committee, Palmer College of Chiropractic, 1000 Brady Street, Davenport, IA 52803. (319) 324-

1611, ext. 282 or 251. Palmer College is an equal opportunity, affirmative action employer.

**GENERAL REFERENCE/GOVERNMENT PUBLICATIONS LIBRARIAN.** One, 12-month tenure track position as instructor or assistant professor. Salary range: \$20,040-\$22,560 depending on qualifications and experience. Reference duties include reference desk assignment, bibliographic instruction, database searching, and collection development. Government publications duties include administration of federal and state documents collections, reference and legal reference service, and bibliographic instruction. Minimum requirements: ALA-accredited MLS degree, and experience in reference or government publications. Desired requirements: cognate master's; sciences or social sciences background; professional experience in both reference and government documents, including legal reference; and research or publication record. Library faculty members work under a union negotiated contract. Evaluations for retention, promotion and tenure are based upon performance in areas of primary duties, research, and service. Position description and application form available upon request. Letters of application, resumes, current credentials, transcripts, and list of references should be postmarked by April 15, 1984. Address correspondence to: Gordana Rezab, Library, Western Illinois University, Macomb, IL 61455. WIU is an EEO/AA employer.

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## OLD DOMINION UNIVERSITY

### Library Vacancies

Four openings available April 1, 1984. ODU, an urban university in Eastern Virginia, serves 15,000 students and 700 faculty at the bachelor's, master's, doctoral degree levels. The fully automated library has a staff of twenty-four librarians, contains over 1.2 million items and serves as the focal institution for the 18-member Tidewater Consortium.

**Associate Dean.** Responsible for the supervision and coordination of public service functions, including Reference, Government Publications, Art Library, Music Listening Room and Archives; the incumbent also handles a variety of management functions including personnel (student, classified, professional) and physical plant management. Supervising a staff of 12 librarians and 10 support personnel, this individual is responsible for all public service activities including automated database searching, word processing, etc. Minimum qualifications include an ALA-accredited master's degree, seven years progressively more responsible academic library experience in public service areas, demonstrated leadership ability. Additional education in computer applications and/or business practices helpful. Minimum salary: \$31,000.

**Head, Reference Department.** Reporting to the Associate Dean, incumbent supervises a staff of 11, including 9 librarians, and manages all departmental activities and services. Duties include selection, training and evaluation of personnel; participation in collection development, supervision of automated database searching and library instruction; planning, budgeting, reporting. Good communication skills essential. Reading knowledge of at least one foreign language highly desirable. Five years relevant academic library experience with evidence of increasing responsibility required. Evidence of continued professional development and activity preferred. Minimum salary: \$23,000.

**Acquisitions Librarian.** Incumbent reports to Head of Collection Management and Resources Development and coordinates all monographic acquisitions processes including pre-order searching, order preparation and receipt, approval plan, gifts and exchange. Supervising a staff of 5, individual must have a minimum of 3 years relevant academic library experience, possess good communication skills, show evidence of continued professional development and a reading knowledge of one foreign language. Demonstrated interest in and/or experience with automated systems very helpful. Minimum salary: \$16,000.

**Serials Librarian.** Incumbent will be responsible for all functions of serials section of Collection Management/Resources Development Department. Duties include management of serials acquisition and bindery, collection development and physical maintenance, report preparation and data analysis. A background in acquisitions and/or serials control is preferred. Knowledge of OCLC and/or automated serials/acquisitions control and evidence of continued professional growth highly desirable. Minimum salary: \$15,500.

All positions require an ALA-accredited master's degree at time of starting. Rank is commensurate with qualifications. To receive full consideration, applicants should send letter of application, resume, names and addresses of three referees and photocopies of academic transcripts **by March 22, 1984**, to: **C. B. Duncan, Dean, Library, Old Dominion University, Norfolk, VA 23508.**

An affirmative action, equal opportunity institution.

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**HEAD CATALOG LIBRARIAN and CATALOG LIBRARIAN.** Available June 1, 1984. Pre-screening interviews possible at ACRL, Seattle. Permanent appointments with full faculty status and benefits, 12 month contracts, 20 days vacation. 1) Head Catalog Librarian, reports to the Head of Technical Services. Supervises one professional and 3 support staff. Coordinates all cataloging activities including the efficient organization and management of workflow. Responsible for cataloging 10,000 titles per year using WLN. Requirements: MLS from ALA-accredited library school; 3 years cataloging experience, including supervisory responsibilities; knowledge of AACR2, LCSH, LC practice, and MARC format; reading knowledge of Romance languages; and familiarity with a bibliographic utility, preferably WLN. Minimum salary: \$16,500. 2) Catalog Librarian, reports to the Head Catalog Librarian. Responsible for the cataloging of all materials in the subject areas of theology, philosophy, and the classics, using WLN. Requirements: MLS from ALA-accredited library school; knowledge of AACR2, LCSH, LC practice, and MARC format; reading knowledge of Latin and modern Romance languages; and familiarity with a bibliographic utility, preferably WLN. Minimum salary: \$15,000. Closing date: April 15. Send resume and 3 recent references to: Robert L. Burr, Director, Crosby Library, Gonzaga University, Spokane, WA 99258. An affirmative action, equal opportunity employer.

**HEAD OF CATALOGING.** Rollins College, Winter Park, Florida, a private liberal arts institution invites applications for a librarian to supervise its cataloging operations. Duties include supervision of all cataloging functions and 3.5 FTE staff. Knowledge of the LC Classification, OCLC and AACR2 are required. Rollins is building a new library and anticipates going to an automated online public catalog in the near future. An ALA-accredited MLS degree required. Five years academic library experience is desirable with at least three years in cataloging required. Salary is competitive and commensurate with rank and experience (\$17,000 base). Liberal fringe benefits, including TIAA-CREF. This is a 12-month tenure track faculty appointment beginning September 1984. Send resume and letter of application to: Search Committee, Mills Memorial Library, Rollins College, Winter Park, FL 32789. Preliminary interviews at ACRL possible. Closing date for applications April 20, 1984. An equal opportunity, affirmative action college.

**HEAD, CENTRAL REFERENCE SERVICES, HUMANITIES & SOCIAL SCIENCES.** (Deadline extended). The North Texas State University Libraries are reorganizing from a subject-divisional organization to a central reference service. The Head of Central Reference Services is a newly-created position charged with implementing the new organization. The Head of Central Reference Services is responsible to the Associate Director of Libraries for administering the reference, interlibrary loan, instructional and other service functions of this area. Responsibilities include student and faculty liaison; personnel supervision and development; planning, organizing and budgeting; and participating in collection development. A strong emphasis is currently placed upon library instruction and orientation programs, database and basic reference service. Minimum qualifications: MLS from an ALA-accredited library school; substantial and progressively responsible academic library experience; supervisory experience in public services; experienced, well-developed and confident communication and human relations skills; strategic innovation in the integration of human resources with organizational strategies; and the ability to provide motivation and leadership during a time of substantial change. Desirable qualifications: a second masters degree in a related academic discipline (humanities or social sciences); an awareness of current management techniques and technological developments; and involvement in professional activities at the local, regional or national levels. Available: February 1, 1984. Salary: \$25,944 to \$31,527 depending upon qualifications. Applicants should send resume, official transcripts of all degrees, and the names of three references before March 30, to: Margaret E. Galloway, Chair, Head, Central Reference Services Selection Committee, Box 5188, N.T. Station, Denton, TX 76203. North Texas State University is an equal opportunity, affirmative action employer.

**HEAD OF ACQUISITIONS DEPARTMENT.** 12-month appointment, available April 18. Responsible for the operations of the Acquisitions Department which includes monographic firm ordering, approval plans, and exchange and gifts. Plans for space, staffing, and operation of the Department. Will be involved with planning and implementation of automation of the Department. Serves as liaison between Acquisitions Department and subject bibliographers. May have bibliographic assignment, depending on areas of expertise. Reports to Assistant Dean for Technical Services. The Acquisitions Department has a staff of 1 professional librarian and 8.5 classified employees. The Department currently spends a monographic budget of \$1,300,000. Requires ALA-accredited MLS, 2 years research library work experience, knowledge of at least one European language, ability to communicate effectively orally and in writing. Prefer research library experience with acquisitions or as subject bibliographer; supervisory experience; knowledge of domestic and foreign book trade; advanced subject degree; knowledge of library automation, especially as applied to acquisitions. Salary: \$17,000-\$22,000, dependent upon qualifications. Send letter of application, resume, and names of 3 references to: Clinton Howard, As-

sistant Dean, University of Kansas Libraries, Lawrence, KS 66045-2800. Postmark deadline for applications: March 31, 1984. Qualified minorities are encouraged to apply. An equal opportunity, affirmative action employer.

**HEAD OF INFORMATION SERVICES** (search reopened), for centralized general and specialized reference service employing seven librarians plus support staff. Automated information retrieval, interlibrary loans, documents and related services are encompassed in the department. Candidates must have at least five years of progressively responsible experience in an academic library, including two years in a supervisory capacity. Appointment June 25, 1984. Appointment salary range \$20,912 to \$32,512 plus liberal benefits. Submit complete resume and names of three references by April 9, 1984, to: Chair, Search Committee, Library, Humboldt State University, Arcata, CA 95521. The University is an equal opportunity employer.

**HEAD, PUBLIC AFFAIRS SERVICE** at UCLA. Challenging management position for large government documents/public affairs department with 6 librarians, 9 support staff, and 6.75 FTE student assistants. Under general direction of Associate University Librarian for Technical Services, plan and administer collection management, technical processing, and public service programs, including implementation of online system. Required qualifications: knowledge and expertise in management of government document collections and services; demonstrated ability to administer large department; demonstrated competence in planning, setting goals, objectives, and priorities; communication and interpersonal skills. ALA-MLS normally required. Salary range: \$22,560-\$38,172. Personal interview of finalists at UCLA required. Send letter of application, resume, and names of at least three references by March 31, 1984, to: Rita Scherrei, Director of Administrative Systems and Personnel Services, University Research Library, UCLA, Los Angeles, CA 90024. UCLA is an equal opportunity, affirmative action employer. UCLA librarians are represented by an exclusive bargaining agent, the American Federation of Teachers; this position is exempt.

**HEAD OF SERIALS DEPARTMENT.** University of California, Irvine. Appointment at Associate or Librarian rank depending on qualifications. Associate salary range \$22,776-\$32,796. Librarian salary range \$30,612-\$42,444. Cost of benefits equal to approximately 40% of salary. Benefits include 24 vacation days and 12 sick leave days per year, retirement plan coordinated with Social Security, reductions in incidental fees, and a variety of group life, medical, and dental insurance plans. Responsibilities: organize and administer department of 3 librarians and 14.5 support staff FTE with a subscription list of approximately 11,000 active titles. Supervise departmental bibliographic searching, ordering, cataloging, records, receipt, payment, binding of serials and the collections in Current Periodicals Room and Microform Room. Select, train, and evaluate staff employees. Initiate reviews for 3 librarians. Primary responsibility for conversion of serials records to online technical processing system (ORION) and online operation of processing functions. Acts as library liaison with Systemwide for automated serials functions. Serves as member of Council of Department Heads. Qualifications: graduate degree in library science. Demonstrated skills and knowledge in serials work in an academic library, with increasing levels of responsibility. General knowledge of publishing, acquisitions, records control, cataloging and binding of serial publications. Demonstrated administrative skills in planning, organizing workflow, and setting priorities, showing good judgement and flexibility. Demonstrated ability to work effectively with people at all levels. Good understanding of inter-relatedness of all library operations. Demonstrated ability to relate to overall library goals, to work toward established goals and objectives, to gather and analyze data, and to prepare reports. Strong oral and written communications skills. Familiarity with OCLC or the equivalent, with MARC-Serials Format, and with automated serials control. Evidence of university service, research or participation in professional associations. Desirable are familiarity with one or more European languages and second master's degree. Send letter, resume, telephone numbers and names and addresses of at least three referees to: Michael J. MacInnes, Acting AUL for Personnel Services, Main Library, U.C. Irvine, P.O. Box 19557, Irvine, CA 92713; (714) 856-7115. Deadline for receipt of letters is 1 April 1984. An affirmative action, equal opportunity employer.

**HEAD, ORIGINAL CATALOGING DEPARTMENT.** Plan and administer operation of Original Cataloging Department. Supervise 7 professional catalogers. Train catalogers. Establish goals and procedures for Department. Maintain communication between Department and other Library units. Participate in recruitment of professional catalogers. Reports to Head, Processing Division. Qualifications: ALA/MLS; 4 years professional cataloging experience, including 1 year in academic or research library; experience with AACR2, LCSH, LC classification. Familiarity with OCLC or similar bibliographic utility. Open: immediately. Salary: \$19,000 minimum, negotiable. Benefits: up to \$70/month paid on health, life and disability insurance package; 88% of Social Security paid for first \$16,500 of salary; choice of retirement plans including TIAA/CREF, tax deferred annuity program available; no state or local income

taxes; 10.5 month appointment, faculty rank; 14 state holidays. To apply contact: Susan S. Lytle, Head, Personnel Operations, University Library, Texas A&M University, College Station, TX 77843. An affirmative action, equal opportunity employer.

**HEAD, PUBLIC SERVICES.** Scripps Institution of Oceanography Library, University of California, San Diego. Available May 15, 1984. Assistant Librarian, \$18,636-\$23,844 or Associate Librarian, \$22,776-\$32,796. The SIO Library is part of the UCSD Library system. Under the general direction of the SIO Librarian, and with the assistance of 4 FTE career staff and 2 FTE student assistants, the SIO Public Services Librarian is responsible for developing a full range of public services in support of UCSD's programs of instruction and research in earth and marine sciences. Services provided include: manual and computer assisted reference, instruction, inter-library loan and circulation services. Serves as bibliographer and liaison with faculty scholars for collection development within an appropriate subject specialty; shares responsibility with Head of SIO Library and SIO Technical Services Librarian for staff development for developing and maintaining successful relationships with library users and other UCSD library staff, and for integrating traditional and advanced library technologies into the planning and development of the SIO Library's informational and instructional services to the marine science community. Qualifications: MLS from an ALA-accredited library school; strong commitment to public services; experience, preferably in large research library, in science collection development and reference services; experience in using machine readable databases; demonstrated supervisory and leadership skills. Desirable: academic background in biological or chemical sciences; experience in providing bibliographic instruction, inter-library loan and circulation services; some facility with foreign languages; experience in using advanced technologies in the provision of public services. Appointment at the Associate level requires substantial public service experience with increasing responsibilities. Applications accepted until March 30, 1984. Submit a letter of application, enclosing a resume and a list of references, to: Jacqueline Coolman, Personnel Librarian, University of California, San Diego, Library, C-075-H, La Jolla, CA 92093. UCSD is an equal opportunity, affirmative action employer.

**HEALTH SCIENCES INFORMATION SERVICES LIBRARIAN.** Responsibilities: medical reference, computer searching, clinical librarianship, library instruction, and special projects. Library serves Schools of Medicine, Dentistry, graduate basic science programs, teaching hospital. Minimum salary: \$16,750. ALA-accredited MLS required. Medical Library, reference or searching experience desirable. Send letter and resume by March 30, 1984, to: Ralph D. Arcari, Director, Health Center Library, University of Connecticut, Farmington, CT 06032. AA/EOE.

**HUMANITIES BIBLIOGRAPHER WITH SPECIALTY IN POPULAR CULTURE.** The Humanities Bibliographer with a specialty in Popular Culture will have administrative responsibility for one of the foremost print and associated materials collections in the United States. In this capacity, the humanities bibliographer organizes collection development, reference service, and library user education. As a subject specialist, he/she is responsible for liaison work with academic departments, such as Popular Culture, English, Theater and Drama, Radio/Television/Film, and Journalism. Requirements: ALA-accredited MLS; minimum three years successful experience in academic library; ability to communicate effectively with all members of the academic community. Preferred: graduate degree in appropriate discipline; supervisory experience. Rank and salary dependent upon experience and qualifications; salary of \$22,000 to \$26,000 for 12 months. Available August 15, 1984. Send letter of application, resume and names of three references by April 15, 1984, to: Sharon J. Rogers, Jerome Library, Dean's Office, Bowling Green State University, Bowling Green, OH 43403. An EO/AA employer.

**INFORMATION LIBRARIAN.** Responsibilities include reference, bibliographic instruction, preparation of bibliographies, teaching in the Library Media program. Qualifications: MLS from an ALA-accredited library school, 2 years professional library experience. Prefer knowledge of DIALOG searching, teaching experience, and 2nd master's or additional graduate work. Minimum salary is \$15,000, depending on qualifications. Faculty rank and status, 12-month contract. Application deadline: March 31, 1984. Send resume, 3 references, and official college transcripts to: Robert Gorman, Ina Dillard Russell Library, Georgia College, Milledgeville, GA 31061. An equal opportunity, affirmative action employer.

**INSTRUCTOR OR ASSISTANT PROFESSOR.** Faculty, tenure track position at Instructor or Assistant Professor level. Supervises all cataloging operations, serves as library liaison to various academic disciplines, performs occasional online database searches, recommends policy and procedural modifications, performs other tasks as may be assigned (full job description available on request). Requirements: ALA-accredited master's degree, knowledge of library operations with special emphasis on descriptive and subject cataloging utilizing AACR2, LCSH and LC classification, MARC formats, OCLC and ALA (1980) filing rules, and supervisory ability. Desirable quali-

cations: undergraduate or second master's degree in business or sciences, 3 to 5 years of directly-related professional experience. Salary range: from \$15,000 depending on education and experience. Starting date not later than June 1, 1984. Send letter of application, complete resume with all library positions held naming (with address and phone numbers) immediate supervisors plus 3 other references and transcripts before March 30, 1984, to: Gaynelle Pratt, Personnel Office, Keene State College, 229 Main Street, Keene, NH 03431. AA/EOE.

**LIBRARIAN/INFORMATION MANAGER,** Center for Magnetic Recording Research, University of California, San Diego. Available July 1, 1984. Assistant Librarian (\$18,636-\$23,844), or Associate Librarian (\$22,776-\$32,796). Salary ceiling for hiring: \$32,796. The Center for Magnetic Recording Research, funded by several major industrial firms, was founded in 1983 to stimulate and support research related to magnetic recording. The incumbent will be responsible for the creation and subsequent development and promotion of a highly specialized and responsive information service. Under the general direction of the Head of the Science and Engineering Library, the incumbent will carry out specialized reference and online searching; meet with CMRR researchers and assess their information needs; attend CMRR staff meetings and research seminars and maintain awareness of the latest information, patents and literature in the fields of research at the Center; design and implement a database in magnetic recording and other databases as appropriate for the Center's in-house and industrial services and for maximizing current awareness; establish information relationships with the Center's industrial supporters and develop mechanisms for cooperatively funded and timely translations of foreign literature, especially from Japanese to English; and administer the information center including development of policy, planning and budgeting, supervision of 1 FTE Library Assistant and student assistance, and coordination of CMRR public and technical operations with library units. Qualifications: MLS from an ALA-accredited library school. Familiarity with scientific literature and communication; experience/training in reference and searching of bibliographic databases in the sciences; experience in special or academic science library or information facility; demonstrated creativity and initiative; demonstrated communication and interpersonal skills; an understanding of scientific research and demonstrated ability to work effectively with academic or corporate research community; familiarity with current trends in library and information services and automated systems; knowledge of theories of information retrieval. Desirable qualifications include demonstrated skill in administration and planning and educational background in the physical sciences. For appointment at the Associate Librarian level, the incumbent would be expected to bring to the position well-developed reference and literature searching skills, and substantial relevant experience. Appointee at the Librarian level would be expected to bring to the position extensive previous experience and superior qualifications. Applications accepted until April 30, 1984. Submit a letter of application, enclosing a resume and a list of references to: Jacqueline Coolman, Personnel Librarian, University of California, San Diego, Library, C-075-H1, La Jolla, CA 92093. UCSD is an equal opportunity, affirmative action employer.

**PERIODICALS LIBRARIAN.** Fort Lewis College, Durango, Colorado. Full-time, 12-month instructor appointment. Responsibilities include coordinating periodicals and related materials, supervising paraprofessional staff and students, providing reference service and bibliographic instruction, and materials selection. Required qualifications: master's or higher degree from ALA-accredited library school; academic background in business, science, or social sciences; ability to communicate effectively with a small, closely knit library staff. Preferred qualifications: background in business/computer science, or physical sciences; experience with periodicals; library computerization training or experience. Position available July 1. Salary \$15,000-\$16,000 for a 12-month appointment. 20 days' vacation, 12 holidays, state retirement, and other fringe benefits. Fort Lewis College is a state-supported, undergraduate liberal arts college with 3,700 students, located in a town of 12,000 population at 6,500 feet elevation in the San Juan Mountains of southwestern Colorado. Submit letter of application, resume, and names of 3 references, postmarked no later than April 15, to: Daniel W. Lester, Director of the Library, Fort Lewis College, Durango, CO 81301.

**PUBLIC SERVICES LIBRARIAN,** Science and Engineering Library, University of California, San Diego. Available September 1, 1984. Assistant Librarian, \$18,636-\$23,844 or Associate Librarian, \$22,776-\$32,796. The Science and Engineering Library is part of the UCSD Library System. Under the general direction of the Head of the Science and Engineering Library, incumbent is responsible for a full range of public services in support of UCSD's programs of research and instruction in physical sciences and engineering. Services include reference service and online literature searching; library instruction; circulation and class reserves; interlibrary borrowing and lending; and photocopy services. Coordinates reference services and has lead responsibility for development of reference collection. Serves as bibliographer and liaison with faculty in appropriate disciplines. Assumes leadership in integration of traditional and advanced library technologies into the Library's public

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services program. Supervises 3.8 FTE Library Assistants plus student assistance. Qualifications: MLS from an ALA-accredited library school. Strong communication and interpersonal skills. Demonstrated leadership skills. Experience in online literature searching, reference service and bibliographic instruction. Desirable: supervisory experience; background in science libraries or formal education in the sciences. Appointee at the Associate Librarian rank would be expected to bring to the position well-developed reference and literature searching skills, and substantial previous experience. Applications accepted until April 30, 1984. Submit a letter of application, enclosing a resume and a list of references to: Jacqueline Coolman, Personnel Librarian, University of California, San Diego, Library, C-075-H1, La Jolla, CA 92093. UCSD is an equal opportunity, affirmative action employer.

**READER'S SERVICES LIBRARIAN.** Supervises and directs work of Reader's Services Department, including circulation, ILL, reserves, copying service, and periodicals. Participates in BI program, online database searching service, reference desk schedule (including evening and weekend hours), liaison program with academic departments, and general and reference collection development. Assists in preparing printed reference guides and teaching credit course in Library Research and Bibliography. Member of Administrative Staff Council. Supervises 2-3 FTE support staff and 21 student assistants. ALA-accredited MLS degree and reference and/or circulation experience required. Background in business or sciences desired. Second subject master's degree preferred. Salary/Rank: \$18,000-\$20,000, Instructor or Assistant Professor. Excellent fringe benefits. Send letter of application, resume, and names of 3-5 references by March 26, 1984, to: Wendell Barbour, Library Director, Smith Library, Christopher Newport College, 50 Shoe Lane, Newport News, VA 23606. EEO/AA.

**REFERENCE LIBRARIAN.** Entry level. Qualifications: ALA-accredited MLS. Evidence of research methods course work necessary, effective communication skills. Duties: public service desk re-

sponsibilities, faculty liaison assignment, computer literature searching, bibliographic instruction. Salary: \$14,500. Twelve month appointment, 22 days annual leave, TIAA/CREF. Position available: September 4, 1984. Send letter of application, resume, and names of three references to: Director's Office, Penrose Library, University of Denver, 2150 E. Evans Avenue, Denver, CO 80208-0287. Applications received by May 31, 1984, will receive first consideration. Preliminary interviews will be held at the June ALA Conference. The University of Denver (Colorado Seminary) is an EEO/AA/employer.

**REFERENCE LIBRARIAN,** for dynamic program of humanities/social sciences reference service in an outstanding college library. Twelve-month appointment as replacement for librarian on leave; strong possibility of continuing position. Required: MLS, sound liberal arts education, academic library reference experience, demonstrated service commitment. Previous experience in library instruction, database searching, and government documents preferred, as well as additional degree in a humanities field. Salary: \$17,000 minimum. Full benefits. Available: summer 1984. Applications received by April 15, 1984, will be given preference. Send letter of application, resume, and supporting credentials, to: Reference Search Committee, Oberlin College Library, Oberlin, OH 44074. Applications from minority candidates are particularly welcome. AA, EOE.

**REFERENCE/INSTRUCTION LIBRARIAN** (Instructor rank). Responsibilities: general reference service, preparation of instructional and research aids, general involvement in library user education program. Requirements: Minimum qualifications: ALA-accredited MLS; good written and oral communication skills; background or strong interest in database searching and business reference. Temporary instructor rank appointment; 12-month; \$18,000, available August 15, 1984. Send letter of application, resume and names of three references by April 15, 1984, to: Mary Biggs, Interim Chair, Information Services, Bowling Green State University, Bowling Green, OH 43403. An EO/AA employer.

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## UNIVERSITY LIBRARIAN

### University of Southern California

The University of Southern California invites applications and nominations for the position of University Librarian. USC is a private, urban university with approximately 25,000 national and international students in undergraduate, graduate and professional disciplines. The University Librarian is the chief administrative officer for a library system consisting of Doheny Main Library and 11 branches, with 5 independent libraries, and reports to the provost. The University Librarian is a member of the Council of Deans. The aggregate holdings total in excess of 2.2 million volumes and 1.4 million microforms, and there is a staff of 50 librarians, and approximately 300 support personnel.

**Responsibilities:** Provide bold and imaginative leadership in enhancing a major research university library system, utilizing traditional as well as new and innovative technologies; participate in planning and evaluating policies and procedures which support the university's academic objectives and programs; maintain close communication between the library system, campus community, alumni and the professional library world; guide the expansion of present library holdings and facilities; implement further appropriate information technologies; assist in solicitation of grants, benefactors, and prospective gifts; build a broader campus and community interest and support for the library system; plan and direct the library budget; administer the library personnel process.

**Qualifications:** an appropriate advanced degree, preferably a doctorate in an established discipline, or an accredited MLS, plus a second graduate degree; extensive experience relevant to the design, development, and operation of a substantial academic/research library; demonstrated understanding of the responsibilities of a library system that meets the needs of those engaged in teaching, research, and scholarly activities in an university; knowledge of current trends and applications of library information technologies; proven leadership and motivational abilities; superior communication skills; demonstrated success as an advocate within a university or related community within a library community, and with potential donors; evidence of continuous growth through scholarly publication and active participation in the individual discipline and/or profession.

Send letters of nomination or application (with resume and 3 professional letters of reference) to the **Chair, University Librarian Search Committee, Office of the Provost, ADM102, University of Southern California, Los Angeles, CA 90089-4019; ATTN: Janet K. Chaudhuri, Assistant Provost. Review of applications begins on March 15, 1984.**

USC is an affirmative action, equal opportunity employer.



**SERIALS LIBRARIAN.** Participate in planning and administration of serials acquisitions. Supervise 6 clerical staff. Responsible for serials check-in (15,000 titles) and COM printout. Plan for automated serials control and improved quality control. Maintain communication between Department and other Library units and public. Qualifications: ALA/MLS; 2 years professional experience, including 1 year in academic or research library; familiarity with OCLC or similar bibliographic utility; knowledge of automation; ability to work with foreign language materials. Open: immediately. Salary: \$17,500 minimum, negotiable. Benefits: up to \$70/month paid on health, life and disability insurance package; 88% of Social Security paid for first \$16,500 of salary; choice of retirement plans including TIAA/CREF, tax deferred annuity program available; no state or local income taxes; 10.5 month appointment, faculty rank; 14 state holidays. To apply contact: Susan S. Lytle, Head, Personnel Operations, University Library, Texas A&M University, College Station, TX 77843. An affirmative action, equal opportunity employer.

**SLAVIC CATALOGER/BIBLIOGRAPHER.** 12-month appointment, available April 18. Performs original and copy cataloging, and Library of Congress classification of materials in Slavic languages; participates in the professional activities of the department which includes 10 professional catalogers, and which is currently in transition to an automated system, including a fully automated record management and integrated authority system. Responsible also for bibliographic selection of Polish materials for the library's collections. Requires ALA-accredited MLS; good reading and speaking knowledge of Polish, and good reading knowledge of Russian or Serbo-Croatian. Prefer research library experience; experience with LC classification and OCLC or other bibliographic utility; knowledge of Slavic bibliographic sources; strongly prefer either experience with AACR2 or recent library school training in cataloging; advanced subject degree in Slavic area. Salary: \$16,000-\$19,500, dependent upon qualifications. Send letter of application, resume, and names of 3 references to: Clinton Howard, Assistant Dean, University of Kansas Libraries, Lawrence, KS 66045-2800. Postmark deadline for applications: March 31, 1984. Qualified minorities are encouraged to apply. An equal opportunity, affirmative action employer.

**SOCIAL SCIENCES DEPARTMENT HEAD,** University of Georgia, Main Library. (Salary minimum \$20,000). Duties: responsible to the Assistant Director for Collection Development for managing collection development activities in the social sciences. Activities include developing the general collections in assigned subject areas, facilitating access to the collections, and serving as liaison to faculty. The Department Head supervises a staff of three bibliographers and three support staff who use OCLC and Libraries' in-house automation system for searching, verifying, and ordering material. The Libraries collection includes over 2.1 million volumes and the current materials budget is \$2.7 million. Qualifications: ALA-accredited

MLS; degree or substantial relevant experience in one of the following social science areas: Anthropology, Business, Economics, Education, Law, Political Science, Psychology, Social Work, or Sociology. Prefer advanced degree in one of these disciplines; minimum of two years experience in an academic or research library, preferably in collection development work; demonstrated supervisory and managerial ability; knowledge of issues and trends in collection management and the acquisition of library materials; understanding of the library's role in the support of teaching and research in the social sciences; ability to deal with co-workers in a sensitive manner and to develop cooperative interaction with other library units; ability to work positively with university faculty and students; effective oral and written communication skills; prefer ability to work with a variety of foreign languages, with emphasis on modern European languages. Application procedure: send letter of application by April 6, 1984, including resume and names of three references to: Bonnie Jackson Clemens, Assistant Director for Administrative Services, University of Georgia Libraries, Athens, GA 30602. This position will be filled only if suitable applicants are found. An equal opportunity, affirmative action institution.

**SPECIAL COLLECTIONS TECHNICAL SERVICES COORDINATOR.** University of Georgia Libraries. Search reopened. (Salary minimum \$18,000). The Special Collections Division comprises Rare Books and Manuscripts, Georgia Collection, Richard B. Russell Memorial Library, and Records Management/University Archives. The Division services the Libraries' collections of primary research materials including general rare books, Confederate imprints, Georgiana, historical and literary manuscripts, twentieth century political collections, and University archives. Duties: supervise the Rare Books cataloger and one support staff member; coordinate the work of other staff members in processing materials and maintaining catalogs and finding aids for the Rare Books and Manuscripts and Georgia collections; participate in providing reference service for the collections, including some weekend and evening duty. Qualifications: ALA-accredited MLS; advanced subject degree preferred; experience with processing, cataloging, and indexing manuscripts and archives, rare books, and ephemera; experience with various policies and procedures of special collections librarianship, preferably in a large research library; knowledge of automated cataloging and indexing techniques; knowledge of basic research and reference techniques; demonstrated supervisory ability; effective communication skills; ability to establish and maintain effective working relationships with co-workers and patrons; knowledge of basic conservation techniques. Application procedure: send letter of application by April 20, 1984, including resume and names of three references to: Bonnie Clemens, Assistant Director for Administrative Services, University of Georgia Libraries, Athens, GA 30602. This position will be filled only if suitable applicants are found. An equal opportunity, affirmative action institution.

## LATE JOB LISTINGS

**ACQUISITIONS, ASSISTANT HEAD.** Entry-level position. Assist Department Head in training and supervision of five-member searching unit, vendor assignments, encumbrance monitoring, and claiming. Responsible for department in absence of the Department Head. Qualifications: MLS from program accredited by ALA or its equivalent. Working knowledge of one or more foreign languages (Spanish, German, or French). Some experience with OCLC or other online system highly desirable. Appointment will be at Librarian I level. Minimum salary \$16,000. Liberal benefits including tuition exemption and 22 days vacation. Twelve month academic appointment. Position available immediately. Closing date for applications April 1, 1984. Please forward resume and names, addresses and phone numbers of three references, to: Kate Maniscalco, Administrative Assistant, Tulane University Libraries, New Orleans, LA 70118. An equal opportunity, affirmative action employer.

**ASSISTANT DIRECTOR FOR REFERENCE AND INSTRUCTIONAL SERVICES.** Desirable opportunities--opening for progressive librarian seeking challenging position in the University Libraries system at the University of Notre Dame, an ARL library with a major funded comprehensive automation program. Responsible for planning, implementation and management of reference and instructional services in the library system, the coordination of all services in the branch libraries and leadership in personal and professional development of faculty and staff in the division. A graduate degree from an ALA-accredited program, public service experience in an academic or research library, and a minimum of

five years of increasingly responsible administrative experience are required, as are an understanding of scholarly use of library collections and services; an awareness of trends in librarianship; demonstrated ability to work effectively with diverse faculty and staff and research oriented teaching faculty. Must have demonstrated a dynamic and creative approach to library service. Experience in an online environment highly desirable. Salary \$30,000 minimum. Apply by April 30, 1984. Desired starting date July 1, 1984. Send resumes to: Peggy Weissert, Library Personnel Officer, University Libraries, 221 Memorial Library, University of Notre Dame, Notre Dame, IN 46556.

CATALOG LIBRARIAN. Desirable opportunity--opening for progressive librarian seeking challenging position in the University Libraries system at the University of Notre Dame, an ARL library with a major funded comprehensive automation program. Responsible for cataloging of monographs and serials in social sciences, art and music, and will participate in overall planning for online bibliographic control and in retrospective conversion projects as assigned. A graduate degree from an ALA-accredited program; working knowledge of at least one foreign language; knowledge of Library of Congress classification schedules, subject headings, AACR2 and MARC format. Experience with retrospective conversion and in the catalog department of a research library desirable. Salary \$15,000 minimum. Apply by April 30, 1984. Desired starting date July 1, 1984. Send resumes to: Peggy Weissert, Library Personnel Officer, University Libraries, 221 Memorial Library, University of Notre Dame, Notre Dame, IN 46556.

CATALOGER. Catalog and classify materials in all Western European languages and all subject fields using AACR2, LC classification and subject headings, and the RLIN cataloging system. Requirements: ALA-accredited MLS; subject master's required for tenure. Working knowledge of at least two Western European languages; experience cataloging and classifying materials using AACR2 and LC classification and subject headings preferred. Familiarity with automated cataloging systems and MARC formats desirable. Salary commensurate with experience and background, \$19,000 minimum. Other benefits include faculty status, tuition remission, TIAA/CREF, 5 weeks annual vacation. To insure consideration send resume and letter of application, including names, addresses and telephone numbers of 3 references by April 30, 1984, to: Connie Colter, Personnel Officer, New York University Libraries, 70 Washington Square South, New York, NY 10012. New York University is an equal opportunity, affirmative action institution.

CENTRAL REFERENCE LIBRARIAN (new position): The University of Arizona is seeking a professional librarian to assist in providing reference service (including evening and weekend rotation), online bibliographic searching and library orientation/instruction. Other activities include humanities subject specialization with emphasis on European languages and literature, faculty liaison work, and collection development. Applicants for this position must be graduates of an ALA-accredited library school and have either an academic background or academic library reference experience in Western European languages and literature, philosophy or linguistics. Reading knowledge of French or German and other European languages is preferred. Candidates should have a broad knowledge of social science, humanities and fine arts reference tools. Librarians at the University of Arizona are academic professionals with voting faculty status and have 22 days paid vacation each year, 12 days sick leave and 10 holidays. Beginning salary is \$16,500, a higher salary is negotiable based on qualifications. Position available 1 July 1984. Send resume including a list of three references by April 15, 1984, to: W. David Laird, University Librarian, University of Arizona Library, Tucson, AZ 85721.

The University of Arizona is an EEO/AA employer.

COLLECTIONS DEVELOPMENT AND ACQUISITION SERVICES COORDINATOR. To manage collection development and acquisition programs including unit operations, policy development, selection, materials budget monitoring, vendor negotiations, and some reference service responsibilities. ALA-accredited MLS required plus relevant experience and organizational and communication skills. Preference to applicants with science or business background; 10 month faculty appointment; salary range \$20,000-\$25,000. Application, resume, and three references by April 13, 1984, to: Carol Franklin, Academic Affairs Office, University of Redlands, Redlands, CA 92374. University of Redland is an equal opportunity, affirmative action employer.

DIRECTOR OF LIBRARY/MEDIA/TECHNOLOGY. The University of Maine at Farmington invites applications and nominations for the position of Director of Library/Media/Technology. UMF is Maine's oldest public university; it serves 2,000 students and has a full-time faculty of 95. The campus is located in a charming New England town of 6,000, surrounded by clear lakes and mountains and close to major recreational areas. Undergraduate programs are provided in Education, Arts and Sciences, and Human Services. The Director is responsible for a staff of nineteen (nine professional) and for supervision of a collection of 100,000 bound volumes; a computer center (primarily for student use) containing an IBM 4331 mainframe computer with fifteen terminals (tied to the UM system computers) and six microcomputers; and a large instructional media service/production center that includes design stations, photo labs, and a TV studio. The successful candidate for the Directorship will have an MLS degree from an ALA-accredited institution, very likely an advanced degree in an academic discipline, and at least five years of academic library experience in a major administrative capacity. The candidate will also have a firm knowledge of current computer technology and of media services and production. UMF seeks an effective, innovative administrator who will be a strong advocate for Library/Media/Technology. The Director is on the Council of academic chairs and reports to the Provost. Salary is commensurate with qualifications and experience; up to \$30,000; the position is available after June 30, 1984. Send letter of nomination or application with resume and three letters of recommendation postmarked by April 2, 1984, to: J. Karl Franson, Chair of Search Committee, Provost's Office, University of Maine at Farmington, Farmington, ME 04938; (207) 778-3501 (ext. 289 or 200). UMF is an equal opportunity, affirmative action employer.

GOVERNMENT PUBLICATIONS LIBRARIAN, Ball State University, beginning September 1, 1984. Responsible for collection, services, and operations of the Government Publications Service. Provides access to and assistance in use of government publications; oversees development and maintenance of the collection; ensures compliance with regulations issued for the Federal Depository System; supervises support staff and student assistants; sets priorities for use of budget. Requirements: MLS degree from an ALA-accredited program; minimum of two years professional experience in library public services, including experience in the use of government publications. Prefer: additional master's degree; undergraduate and/or graduate concentration in social sciences or business; supervisory experience; commitment to and potential for scholarly achievements meriting appointment with faculty rank and status. Academic year salary and appointment with possibility of additional summer appointment. Good fringe benefits. Possible faculty rank and status with tenure-track appointment with second master's degree. Negotiable salary; \$16,000 minimum. Send resume and list of references to: Nyal Williams, Chairperson, Department of Library Service, Ball State University, Muncie, IN 47306. Applications must be postmarked no

later than March 31, 1984. Ball State University practices equal opportunity in education and employment.

HEAD CENTRAL REFERENCE LIBRARIAN. University of Arizona. The Central Reference Department provides service to faculty and students in the social sciences and humanities. The Head administers a staff of 10 professionals and 9 career staff, overseeing reference, online searching, interlibrary loan, and the development of the reference collection. The Library serves a university community of 36,000, has an annual acquisitions budget in excess of \$3 million, and adds more than 90,000 volumes annually. Required: ALA-accredited degree and five years of professional library experience in an academic or research library, at least half of such experience in a supervisory position in public service. Familiarity with library/faculty liaison, computer-assisted reference service, collection development, library instruction, and a commitment to responsive and innovative reference services are required. Preference will be given to candidates who can bring strong reference expertise to the Department, based upon a broad academic background in the social sciences or the humanities. Knowledge of at least one European language, French or Spanish desired. Librarians at the University of Arizona are academic professionals with voting faculty status, and have 22 days paid vacation each year, 12 days sick leave and 10 holidays. Starting salary range: \$26,000-\$32,000 per year. Position available 1 July 1984. Send inquiries and resume, including a list of three references, by 15 April 1984, to: W. David Laird, University Librarian, University of Arizona Library, Tucson, AZ 85721. The University of Arizona is an EEO/AA employer.

HEAD OF ACQUISITIONS. Organize and administer the operations of the Acquisitions Unit, which uses the RLIN automated acquisitions system. Unit processes 30,000-40,000 monographic volumes per year received on approval plans, standing orders, single orders and gifts. Requirements: ALA-accredited MLS; subject master's degree required for tenure. Minimum of two years professional experience in acquisitions required. Demonstrated ability to plan, organize and supervise the work of administrative and clerical staff in a computer environment essential. Salary commensurate with experience and background, \$24,000 minimum. Other benefits include faculty status, tuition remission, TIAA/CREF, 5 weeks annual vacation. To insure consideration send resume and letter of application, including names, addresses and telephone numbers of 3 references by March 31, 1984, to: Connie Colter, Personnel Officer, New York University Libraries, 70 Washington Square South, New York, NY 10012. New York University is an equal opportunity, affirmative action institution.

HEAD OF CIRCULATION: (search reopened). Appointment date, July 2, 1984. Reporting to Associate Director for Public Services, the Head of Circulation is responsible for managing circulation/reserve functions and policies, supervising 6 full-time clerks and 20 FTE student staff, and working with a computer-based circulation control system. Tenure-track, rank of Assistant or Senior Assistant Librarian, dependent upon qualifications. (Senior Assistant rank requires 3 years post-MLS library experience). Both ranks require accredited MLS and direct experience in selecting, training, supervising, and evaluating employees, and experience in dealing with the public. Additional weight will be given to experience in library public services, particularly circulation, and to familiarity with computer-based circulation control systems. Minimum starting salary: Assistant Librarian, \$16,000; Senior Assistant Librarian, \$20,000. Applications will be screened beginning March 30, 1984. Search will continue until suitable applicant is found. Full job description sent upon request. Letter of application, resume, and 3 recent letters of reference should be sent to: Office of Faculty and Staff

Relations, 4th Floor Administration Building, SUNY College at Brockport, Brockport, NY 14420. SUNY is an EEO/AA employer.

HEAD OF PRESERVATION DEPARTMENT; (Assistant, Associate or Librarian). Indiana University, Bloomington, Indiana. Responsible for organizing and directing the newly established Preservation Department including the Preservation Microfilming Unit, the Conservation Unit and the Binding Unit, and will be responsible for all preservation and conservation activities in the Bloomington Libraries. Responsible for formulating preservation policies and supervising their implementation; keeping abreast of current developments in preservation/conservation. Also responsible for organizing, planning, and directing the work of the Preservation Department; supervising, training, and evaluating staff; designing and conducting appropriate training programs for librarians and staff; advising on equipment purchases, environmental monitoring, etc. Qualifications: MLS from ALA-accredited library school. Advanced training in library conservation, demonstrated competence in physical treatment of library materials, knowledge of current preservation issues and concerns. Organizational, managerial and supervisory skills. Oral and written communication skills. Ability to work well independently and with a wide variety of people, and to meet the responsibilities and requirements of a tenure-track position. Salary: dependent upon qualifications and experience. Salary floors are observed: Assistant, \$15,800; Associate, \$18,500; Librarian, \$22,250. Send letter of application to: Anne Rimmer, Personnel Officer, Indiana University Libraries, Bloomington, IN 47405. Telephone (812) 335-3403. Closing date for applications: not earlier than April 15. Indiana University is an affirmative action, equal opportunity employer.

LIBRARY DIRECTOR. Ithaca College invites applications and nominations for the position of Director of College Library. Ithaca College is an independent, residential college with approximately 5,000 undergraduates, 140 graduate students, and 350 faculty. The institution is comprised of 6 schools (Humanities and Sciences; Business; Music; Allied Health Professions; Communications; Health, Physical Education, and Recreation) and the Division of Graduate Studies and Continuing Education. The library has 285,000 bound volumes, 110,000 microforms, and 12,000 sound recordings, and is a member of the OCLC network, the South Central Research Library Council, and other local and national library associations. The Director reports to the Provost and is responsible for administering all library services, budgeting, policy development, personnel management (10 professional librarians and 19 support staff), and long-range planning. An ALA-accredited MLS is required, and additional graduate or professional degrees are desirable. Preference will be given to candidates who show a record of progressively more responsible administrative experience in an academic library, skills in management and personnel supervision, knowledge of library automation, and demonstrated ability to communicate and work effectively with all segments of the college community. Position available July 1, 1984; 12-month contract; salary will depend upon experience and qualifications (minimum \$33,385). Please send letter of application and resume to: Director, Search Committee, c/o Provost, Ithaca College, Ithaca, NY 14850, attn: Kanu Sharma, Committee Chairperson. Consideration of candidates will begin on March 15, but applications will be accepted until position is filled. Ithaca College is an equal opportunity, affirmative action employer.

LIBRARY DIRECTOR: La Salle College seeks applications for the position of Director of Library Services, available September 1, 1984. Primarily an undergraduate institution with 212 full-time faculty, LSC has 6,725 students, 51% of whom are day undergraduates, 32% part-time evening, 14% MBA, and 3% other graduate program students. Responsibilities include administering a

collection of over 290,000 volumes and professional staff of eight, as well as additional supporting staff. MLS from ALA-accredited institution required, as well as managerial experience and knowledge of computer applications. Salary competitive, \$27,000-\$36,000. Applicants should send vitae and three letters of recommendation by March 31, to: Emery C. Mollenhauer, F.S.C., Provost, La Salle College, Philadelphia, PA 19141. An AA/EEO employer.

**MONOGRAPHIC CATALOGER.** (New position). The D. H. Hill Library needs an Assistant Catalog Librarian to catalog print materials in the following areas: veterinary medicine, medicine, technology, and agriculture. The position offers the potential for advancement to those candidates demonstrating an ability to work well with both professional and support staff personnel, and who also have a fundamental understanding of the issues of bibliographic control in an online environment. The Monographic Cataloging Department consists of ten professional librarians and 13 3/5 support staff members who process 30,000 titles a year for a collection in excess of 1,000,000 volumes. Applicants should be familiar with the structure of the MARC format for books, the syndetic structure of LC subject headings, and the use of LC classification. Required: master's degree in library science or equivalent experience and education, reading ability in one or more foreign languages, and experience or education in the field of cataloging. Preference will be given to candidates who have one or more of the following qualifications: undergraduate or advanced degree in medical or scientific fields, knowledge of cyrillic languages, and experience in cataloging for a research library. North Carolina State University offers academic status to librarians. Salary: starting between \$15,000 and \$17,500, depending on qualifications. Send letter of application with resume and the names of three references by March 31, 1984, to: Walter M. High, Head, Monographic Cataloging Dept., D. H. Hill Library, North Carolina State University, Box 7111, Raleigh, NC 27695-7111. An equal opportunity, affirmative action employer.



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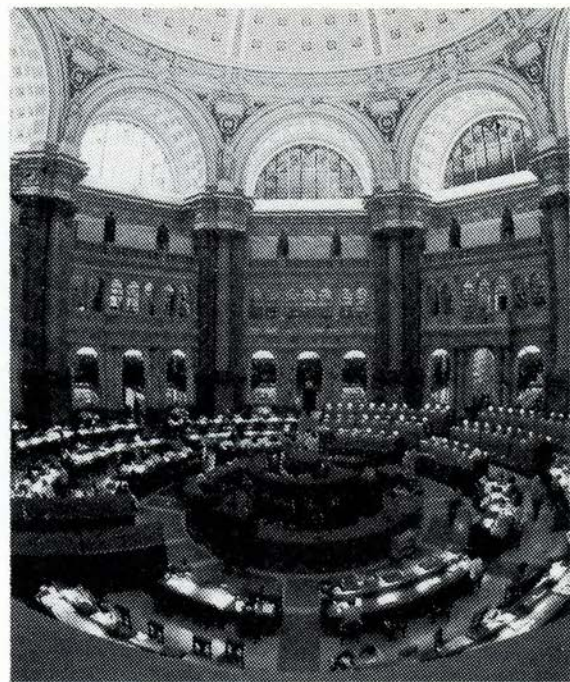
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