

THE

CLASSIFIED

ADS

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

Rates: Classified advertisements are \$7.10 per line for institutions that are ACRL members, \$9.00 for others. Late job notices are \$17.25 per line for institutions that are ACRL members, \$20.50 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$320 to \$610 based upon size. Please call for sizes and rates.

Guidelines: For ads that list an application deadline, we suggest that date be no sooner than the 20th day of the month in which the notice appears (e.g., October 20 for the October issue). All job announcements should include a salary 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.

Contact: Jack Helbig, Classified Advertising Manager, C&RL News Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513; fax: (312) 280-7663 or (312) 280-2520; e-mail: U21808@UICVM.uic.edu.

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

POSITIONS OPEN

ACQUISITIONS LIBRARIAN. Western Connecticut State University is seeking qualified applicants for the position of Acquisitions Librarian. Responsibilities will include managing the ordering of library materials, administering the library materials budget and participating in the general responsibilities of a library faculty member including serving as library liaison to academic departments. Will also be responsible for the technical services component of an online catalog system. Required qualifications: An MLS degree from an ALA-accredited program; recent professional experience, in acquisitions and fund accounting; previous technical services experience including database maintenance in an integrated, automated library environment; experience in supervising staff; and good organizational and interpersonal skills. Desired qualifications: Two years experience beyond the MLS; experience in all aspects of technical processing; previous technical service experience using Innovative Interfaces software; substantial experience with collection development policies and a library liaison program; and evidence of participation in professional activities. Position is expected to be filled by January 1994. Rank and salary dependent upon qualifications. Review of applications will begin immediately and will continue until position is filled. Send letter of application and resume to: Vijay Nair, Chairperson, Library Search Committee, Ruth A. Haas Library, **Western Connecticut State University**, 181 White St., Danbury, CT 06810. Western Connecticut State University is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

TRENTON STATE COLLEGE

LIBRARY ACCESS SERVICES AND PERIODICALS LIBRARIAN

Full-time, tenure-track position. Supervises the operations of the library Periodicals Department; and is responsible for the overall coordination of library Document Delivery, Inter-Library Loan, and Circulation. Reports to the Assistant Director for Technical Services and Systems. Required; ALA-accredited Master's degree; three years experience in library periodicals/serials; supervisory experience; excellent oral and written communication skills; excellent interpersonal, problem-solving and planning skills. Second Master's degree, knowledge of automated circulation and access services are highly desirable. Salary: \$30,312 to \$42,439. Please send cover letter, resume and names and phone numbers of three references to: Chairperson, Search Committee for the Access Services and Periodicals Librarian, Roscoe L. West Library, Trenton State College, Hillwood Lakes, CN 4700, Trenton, NJ 08650-4700. The position will stay open until filled. To enrich education through diversity, TSC is an AA/EOE.



ASSISTANT CURATOR, James Ford Bell Library, University of Minnesota Libraries, is a unique collection of rare books, maps, and manuscripts dealing with the European Expansion from 1400 to 1800. The library was established in 1953 with the donation of 600 books from the private library of James Ford Bell, founding of the General Mills Company in Minneapolis. Currently this collection of original material comprises 15,000 rare books, 4,000 manuscripts, and 2,500 maps. Reporting to the Curator, the Assistant Curator participates in the services and programs of the library, including cataloging, reference service for users, acquisitions, exhibits, conferences, publications, and activities of the Associates of the James Ford Bell Library. Responsibilities: Catalog rare books, maps, and manuscripts in Western European languages in an automated environment. Assess binding and restoration needs. Provide reference services to scholars using the collection; respond to research questions by phone or mail; assist with graduate and undergraduate classes and seminars; assist with collection development. Assist with publications, exhibits, conferences, and other activities, including programs and publications of the Associates of the James Ford Bell Library. Requirements: Master's degree in Library Science from an ALA-accredited program or its foreign equivalent; working knowledge of Western European languages; education background in history or historical geography and experience with rare books and relevant cataloging preferred. Strong verbal and written communication skills. This is a twelve-month academic position with probationary appointment at the rank of Assistant Librarian level. Minimum salary of \$26,000, depending on qualifications and experience. Applicants should send a letter of application discussing background and experience relating to the position and its requirements; a resume; and names and addresses of at least three references to: Linda Debeau-Melting, Libraries Personnel Office, 453 Wilson Library, 309 Nineteenth Ave. South, **University of Minnesota**, Minneapolis, MN 55455. Applications must be postmarked by December 1, 1993. Please identify application with UL #21. The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation.

COORDINATOR, EDUCATION SERVICES

The Academic Information Services and Research (AISR) division of Thomas Jefferson University seeks applications for the position of Coordinator, Education Services. A newly formed division, AISR, is comprised of the Scott Library, the Office of Academic Computing and Medical Media Services. The Coordinator has responsibility for planning, implementing and evaluating an educational program in all areas of knowledge management; overseeing Library staff development activities; and coordinating and managing all marketing activities for AISR. The position provides the successful candidate with the opportunity to combine skills in teaching traditional curriculum-integrated courses in information literacy with developing and coordinating new courses on a broader range of knowledge management theory and techniques.

Required qualifications: an ALA-accredited MLS or master's degree in a related field. Minimum of three years of relevant experience. Knowledge in the design, delivery and evaluation of educational programs. Demonstrated knowledge in at least three of the following areas: information literacy, computer literacy, communications, instructional design, scientific writing, statistical analysis, distance learning, and data visualization. Strong computer, interpersonal, communication and presentation skills.

Desired qualification: Experience in a health sciences environment.

Thomas Jefferson University is an academic health center located in central Philadelphia, a short walk from museums and historic sites. It consists of a medical college, college of allied health sciences, college of graduate studies and hospital. AISR provides information services to all divisions of the University, has a staff of 64 FTE employees and an annual operating budget of \$3.5 million.

Qualified applicants should send resume to: **Barbara Shearer, Chair, Search Committee, Scott Memorial Library, Thomas Jefferson University, 1020 Walnut Street, Philadelphia, PA 19107-5587.**

The University offers an excellent flexible benefits package including 100% tuition reimbursement. Salary range: \$35,000-\$40,000. Equal Opportunity Employer.



Thomas
Jefferson
University

ASSISTANT UNIVERSITY LIBRARIAN FOR ARCHIVES AND SPECIAL COLLECTIONS. Loyola Marymount University seeks Assistant Librarian for Archives and Special Collections effective January 17, 1994. The incumbent will provide managerial control of the university's archive and special collections programs; plan and manage the university's records management program; acquire, appraise, and inventory archive materials; plan and implement a preservation program; cultivate potential donors; prepare and administer a departmental budget; and provide proper management and supervision of the department and its programs. Requirements include an ALA-accredited master's degree and five years archival experience, with two or more years of administrative experience in library/archive or special collections. Dual master's degree in history and library science, a second subject master's degree or Ph.D., or an Academy of Certified Archivist certification is desired. Fluency in Latin, German, or Spanish is highly desirable. Salary range is \$31,572 to \$44,136 per annum. Application should include a cover letter describing the applicant's interest in the position, current curriculum vitae, and the names, addresses, and telephone numbers of three professional references. Review of applications will begin November 1, 1993. We offer a competitive salary and benefits package, including tuition remission. Preference will be given to candidates who are supportive of the unique mission of this university and who enjoy working in high-energy, service-oriented administration. Please send all correspondence to: G. Edward Evans, University Librarian, **Loyola Marymount University**, 7101 West 80th St., Los Angeles, CA 90045. LMU values diversity and is committed to equal employment opportunity and affirmative action.

CATALOGER. Under the direction of the Systems Manager the new appointee will work with the cataloging staff handling copy and original cataloging materials in the general collection and in the major hospital affiliate's collection. Knowledge of NLM/MESH, LC/LCSH, and AACR2. Experience with a major bibliographic utility (preferably OCLC) and an automated system including an OPAC. Reference desk time required. The library, along with Montefiore Medical Center's library, utilizes the Library Information System (LIS) developed by the Dalghren Memorial Library at Georgetown University. The cataloging department has 1 FTE professional and 1.5 FTE

support staff. Requirements: Master's Degree from an ALA-accredited program or equivalent. Minimum 12 years experience preferably in an academic or health science library. We seek an individual who can function in a team setting and/or independently as required. The D. Samuel Gottesman Library of the Albert Einstein College of Medicine supports the programs of the Medical School, the Sue Golding Graduate Division, and the Ferkauf Graduate School of Psychology. The library functions in a dynamic research environment with a diverse user population. The College of Medicine is located in a residential area of the Bronx, easily accessible by public transportation and by major highways from the five boroughs and the New York/New Jersey/Connecticut suburbs. Parking is available. Salary from \$28,000. Faculty status, 22 days vacation, excellent benefits. Send resume and three references to: Judie Malamud, Director, **Albert Einstein College of Medicine**, Jack and Pearl Resnick Campus, D. Samuel Gottesman Library, 1300 Morris Park Ave., Bronx, NY 10461. Applications received by October 25, 1993, will be given first consideration. An equal opportunity employer.

CATALOGER: MONOGRAPHS ORIGINAL CATALOGER (search reopened). Reports to the head of the Cataloging Department. Responsible for original and complex copy cataloging of print and nonprint materials with an emphasis on Latin American and Louisiana collections; uses OCLC and NOTIS systems; participates in Cataloging Department's policy-making process; assists in training of staff as needed. Required Qualifications: ALA-accredited MLS or equivalent; reading knowledge of Spanish and one other modern European language with a strong preference for French; knowledge of AACR2, LCRI, LCSH, LC classification, and USMARC formats; strong communication and interpersonal skills; ability to work in a rapidly changing environment. Preferred: Cataloging experience; working knowledge of a major bibliographic utility and an integrated local system, preferably NOTIS; demonstrated interest in Latin America. Rank and salary dependent on experience, minimum \$25,000. Twelve-month academic appointment. Liberal benefits, including tuition waiver for self and undergraduate dependents. Review of applications will begin November 1, 1993, and will continue until a suitable candidate is found. Send a letter of application, resume, names, addresses, and telephone numbers of 3 references to Melonie Hughes, Administrative Associate, Howard-Tilton

Memorial Library, **Tulane University**, New Orleans, LA 70118. Tulane University is an equal opportunity, affirmative action employer.

CHEMISTRY INFORMATION SPECIALIST. Salary range: Assistant Librarian I-IV: \$28,668-\$36,696 or Associate Librarian I-V: \$35,052-\$43,992. Salary subject to a 2.6% reduction through June 30, 1994 with a matching amount deposited to a retirement account. The Science and Engineering Library (S&E) at the University of California, San Diego is seeking an innovative, talented librarian to join our public services team. The S&E Library is highly automated and committed to using technology to provide state-of-the-art services for the university's programs in the physical sciences, mathematics, and engineering. The Chemistry Information Specialist provides specialized services to users of chemical information; is responsible for collection development, faculty liaison, and instructional services for faculty, graduate and undergraduate students in chemistry and related fields; develops and implements outreach services at the Science and Engineering Reference Desk. UCSD librarians are expected to participate in library-wide planning and to be active professionally. Qualifications: MLS experience in providing reference services in chemistry and related fields, ability to instruct students and faculty in access to information, excellent online literature searching skills, and excellent oral and written communication skills. Preference will be given to candidates with an academic background in chemistry and/or substantial experience in providing access to chemical information, well-developed microcomputer skills, and experience in the development of outreach services. Appointment at the Associate Librarian rank requires superior experience and qualifications. UCSD is an equal opportunity, affirmative action employer and specifically seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Consideration of applications will begin on December 15, 1993, and continue until the position is filled. Submit a letter of application, enclosing a resume and a list of references to: **University of California, San Diego**, Janet Tait, Academic Personnel Coordinator, Library Personnel Office, 0175H-5, 9500 Gilman Dr., La Jolla, CA 92093.

DIRECTOR OF LIBRARY BIBLIOGRAPHIC INSTRUCTION AND REFERENCE. Reporting to the Dean of University Libraries, this person leads a staff of 10 energetic and highly motivated professional librarians and 3 support staff in a division responsible for developing student research abilities and offering reference service. The University of Toledo is the fastest growing state university in Ohio with 24,000 students, offering associate, bachelor, professional, and doctoral degrees in eight colleges. Qualifications: MLS from ALA-accredited school; an additional graduate degree to support Bibliographic Instruction, advanced reference services and collection development; five years of demonstrated administrative experience in an academic library; and ability in cooperative problem solving. Teaching and reference experience necessary. Faculty Status; twelve-month contract; very liberal fringe benefits; salary about \$40,000, depending on qualifications. Position available April 1, 1994. Applications accepted until position is filled. Send resume and the names and addresses of at least three references to: Leslie W. Sheridan, Search Committee Chair, Carlson Library, **The University of Toledo**, Toledo, OH 43606-3390. An affirmative action, equal opportunity employer M/F/D/F.

GOVERNMENT PUBLICATIONS, ASSISTANT LIBRARIAN. Indiana University Libraries-Bloomington. Responsible for public services (approximately .50 time)--provide reference, instruction, and training for staff and students in her/his special area of responsibility. Technical services (approximately .50 time)--coordinate technical service activities directed at making government publications available online, working with librarians and staff in Government Publications and with other librarians and staff in the libraries. Some evening and weekend hours will be included in the flexible work schedule. Qualifications: Master's degree from an ALA-accredited library school; experience with government publications; experience with public and technical services in a research library; excellent oral and written communication skills; ability to work effectively both independently and with others; ability to meet the requirements of a tenure-track position. Preferred: academic background in social sciences or history. Salary competitive and negotiable, depending on experience and qualifications (minimum salary, assistant librarian rank, \$26,135). Conditions and benefits: Librarians hold tenure-track appointments within a system of ranks analogous to and modeled on those of the teaching faculty. They participate in a system of faculty governance which includes the Bloomington Faculty Council and the University Faculty Council. Within the university they serve on university committees and task forces. They are eligible for sabbatical and other research leaves. Benefits include university health care plan, TIAA/CREF retirement/annuity plan, group life insurance, and liberal vaca-

tion and sick leave. The Indiana University community includes approximately 96,000 students and 4,000 faculty on eight campuses. A university-wide integrated NOTIS system has been implemented. The libraries on the Bloomington campus house a collection of over 5 million cataloged volumes and extensive other collections. To apply, send letter of application, resume, names and addresses of four references to: Marilyn Shaver, Personnel Officer, **Indiana University Libraries**, Main Library C-201, Bloomington, IN 47405. Phone: (812) 855-8196. Review of applications begins November 1, 1993; continues until position is filled. EEO, AAE.

HEAD, ACCESS AND DOCUMENT DELIVERY. Columbia University Health Sciences Library. The Columbia University Health Sciences Library seeks a creative and versatile librarian for the position of Head, Access and Document Delivery. The department comprises circulation, reserves, stack maintenance, interlibrary loan, and the photocopy center. Responsibilities include: Training and supervision of the unit's 14 full-time staff; planning and implementing automation activities in the department; coordinating participation in cooperative resource-sharing programs; and interpreting the library's circulation and interlibrary loan policies to users. Position reports to the Director of the Health Sciences Library and participates in the library's management team. The Health Sciences Library is the primary library for the Columbia Presbyterian Medical Center, serving the schools of Medicine, Nursing, Dentistry, and Public Health, as well as Presbyterian Hospital and other affiliated health care and research programs. The library has a collection of over 460,000 volumes and 4,300

Salary guide

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

Connecticut	\$28,900
Delaware	\$22,500+
Illinois	\$27,400#
Indiana	varies*
Iowa	\$21,588
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$27,554*
New Jersey	\$24,200
New York	varies*
North Carolina	\$22,491
Ohio	\$25,198+
Pennsylvania	\$23,700*
Rhode Island	\$26,500
South Carolina	varies*
South Dakota	\$20,000
Texas	\$25,000
Vermont	\$22,500
West Virginia	\$22,000
Wisconsin	\$25,830

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

+Salary minimums for public librarians only.

#Option for local formula

DIRECTOR OF THE UNIVERSITY LIBRARY SYSTEM

University of Pittsburgh

The University of Pittsburgh invites applications and nominations for the position of Director of the University Library System. The university seeks a leader with a thorough understanding of the issues facing research libraries and higher education in general, and with a demonstrated commitment to academic excellence, research, and scholarship. The anticipated starting time is the summer or fall of 1994.

The Director is a senior academic officer of the university who reports to the Provost. The Director must be an energetic leader with a proven record of innovation in the administration and management of a major research library. The successful candidate must possess both the vision to lead the University Library System into the twenty-first century and the demonstrated administrative ability to manage a broad range of existing library services and collections effectively. Initiatives for the University Library System over the next few years will include: Leading strategic planning efforts for the future of the University Library System; planning for effective use of a substantial expansion in library space; assuming a leadership role in the continuing development and enhancement of a universitywide library and information system; enhancing and extending current library services, programs and collections; and developing additional strategies for securing external funding for library programs.

Qualifications for this position include: master's degree from an ALA-accredited program or equivalent; a record of strong and creative leadership and successful administrative experience, including effective budget management in a senior-level position in an academic or research library; an understanding and appreciation of traditional and evolving methodologies and techniques in research and teaching; the ability to conceive and articulate a vision of the future of library resources and services; management and strategic planning skills necessary to develop innovative, technologically advanced programs and services; the ability to communicate and work effectively with all segments of the university community; a demonstrated commitment to motivating and developing staff, promoting equal employment opportunity, and strengthening support for a multicultural, diverse user population through appropriate collections and services; and a record of significant professional participation, publications, and other contributions.

The University Library System, a member of the Association of Research Libraries, includes 13 libraries staffed by 66 faculty librarians and 135 support staff. The System's budget exceeds \$12 million and its collections include more than 2.5 million, volumes, over 2 million microforms, and 16,000 currently received serials. A substantial expansion of its physical space is underway with a purchase of a new building and the construction of an addition to the existing building. Other libraries not in the University Library System include those of the School of Law, the four regional campuses, and the health sciences. Operating in an integrated, networked environment, the university libraries together serve more than 34,000 graduate and undergraduate students and over 3,000 faculty.

Salary is commensurate with qualifications and experience. Applications should include a current resume, a letter of interest, and the names and addresses of three references. Send applications or nominations to:

Toni Carbo Bearman, Chair
University Library System Director Search Committee
801 Cathedral of Learning
University of Pittsburgh
Pittsburgh, PA 15260

*Applications received by **December 15, 1993** will receive full consideration.*

Women and members of minority groups are encouraged to apply.

The University of Pittsburgh is a Equal Opportunity/Affirmative Action Employer.

GOVERNMENT DOCUMENTS/REFERENCE LIBRARIAN

Indiana University

Indiana University Kokomo is searching for a qualified candidate for the position of Government Documents/Reference Librarian.

Responsible for all aspects of government documents, including but not limited to collection development, cataloging, weeding, policies and procedures, communication with state library and superintendent of documents, training and supervision of all staff.

Secondary responsibilities include reference, bibliographic instruction and campus archives.

Qualifications: ALA-accredited MLS or equivalent. Previous experience with government documents, experience with basic reference sources, bibliographic and research techniques, and computer-based library services. Able to meet responsibilities and requirements of a tenure-track appointment.

Salary: Mid-twenties. Excellent benefit package.

Send resume, application, and reference letters by **October 29, 1993** to:

Diane Bever
Indiana University Kokomo
2300 S. Washington Street
P.O. Box 9003
Kokomo, IN, 46904-9003
Fax: 317-455-9276

Indiana University is an affirmative action/equal opportunity employer.

journal subscriptions, as well as a large media center and microcomputer lab. In addition to an accredited MLS, the position requires 3-5 years of professional experience in an academic, medical, or special library; knowledge of library circulation and/or document delivery services; familiarity with online bibliographic systems; and demonstrated ability to organize and direct staff. Candidate should have superior managerial and supervisory skills; excellent interpersonal and communication skills; and strong planning and organizational ability. Salary ranges: Librarian I: \$32,100-\$41,730; Librarian II: \$34,100-\$46,035; Librarian III: \$37,100-\$53,795. Excellent benefits include assistance with university housing and tuition exemption for self and family. Women and minorities are encouraged to apply. Send letter of application, curriculum vitae, and names, addresses, and phone numbers of three references to: Susan Jacobson, Health Sciences Library, **Columbia University**, 701 West 168th St., New York, NY 10032. Applications will be accepted until position is filled. An affirmative action, equal opportunity employer.

HEAD OF ACQUISITIONS, anticipated vacancy. Loyola University seeks a creative leader in acquisitions to manage a department of 8.5 support staff and 2 FTE student workers. Primary responsibilities include planning and developing effective methods of acquiring, receiving, and paying for monographic and serial materials, including gifts, in all formats for the university collections, monitoring a materials budget of \$3 million, coordinating activities with Collection Development and 15 bibliographers, participating in librarywide planning, and participating with other technical services department heads in planning for the future operations of technical services. Library plans include a redesigning of technical services to streamline operations. Reports to the Assistant University Librarian for Technical Services. Requires an ALA-accredited MLS; at least five years acquisitions experience in an academic or research library; substantive supervisory experience; demonstrated knowledge of contemporary acquisitions practices; experience with OCLC or RLIN and a local online system, preferably NOTIS; knowledge of cataloging and MARC formats. Also requires ability to manage in a changing environment, excellent communication and interpersonal skills, and a commitment to the service mission of the academic library. Salary commensurate with qualifications and experience. Base salary \$35,000. Benefits include 20 days vacation, individual and family tuition benefits, university contributions to TIAA/CREF, dental insurance, and a choice of medical plans. Loyola University Chicago, a Jesuit institution located on 4 campuses in the Chicago area and 1 campus in Rome, Italy, serves a diverse student population of 15,000

in its nine schools and colleges. With holdings of over 1.3 million volumes in 6 libraries, the university libraries enjoy a highly technological environment, with their own LANs and Ethernet backbones to link all the campuses. There are 48 professional librarians and 70 support staff; librarians have limited faculty status. Qualified applicants should send letter of application, resume, and names, addresses, and phone numbers of three recent references to: Ellen J. Waite, University Librarian, Cudahy Library, **Loyola University Chicago**, 6525 N. Sheridan Rd., Chicago, IL 60626. Application deadline is November 10, 1993. Loyola University Chicago is an affirmative action, equal opportunity educator and employer.

HEAD OF CATALOGING, Indiana Historical Society. The Indiana Historical Society is again accepting applications for the full-time position of head of cataloging. The Society, founded in 1830 and located in Indianapolis, is a private, nonprofit corporation. The Society's library, the William Henry Smith Memorial Library, is a repository of documentary and visual materials that relate to the history of Indiana and the Old Northwest. The head of cataloging is primarily responsible for printed material cataloging, as well as coordination of processes that provide access to all library materials. Duties include: Supervise departmental staff and set department goals; catalog and classify printed material; help plan and implement library automation; define and coordinate cataloging/classification procedures for all library materials; supervise OCLC operations including liaison work with OCLC, INCOLSA, and other networks; provide reference service. Position reports to director of the library. A complete position description is available upon request. Required: MLS from an ALA-accredited library school; at least three years experience cataloging printed material, including use of OCLC or other utilities and application of AACR2 cataloging rules, Library of Congress Classification System, and LCSH. Preferred: Experience with computer technology, particularly in library applications; serials management experience; experience in working with historical collections; knowledge of American history—an MA in history or a background in history is desirable. Beginning salary range: Low to mid-30s, commensurate with skills and experience. Benefits: Health, dental, life, and long-term disability insurance as well as tax-deferred annuities and a pension plan with TIAA-CREF. Applications will be accepted until the position is filled. Send a letter of application, a resume, and any supporting materials, along with the names, current addresses, and telephone numbers of three professional references to: Susan P. Brown, Human Resources Director, **Indiana Historical Society**, 315 W. Ohio St., Indianapolis, IN 46202-3299.

Conservator John J. Burns Library

Responsible for implementing a comprehensive conservation program for the John J. Burns Library of Rare Books and Special Collections at Boston College. The Burns Library includes nearly 100,000 volumes and is especially strong in the areas of Jesuitana, British Catholic authors, Irish history and culture and Boston history. The library also holds over 4.5 million manuscripts pertaining to the history of Boston College, the United States Congress, and numerous literary figures of the nineteenth and twentieth centuries. The primary responsibility of the Conservator will be to administer to the needs of the book collection, using a newly constructed conservation laboratory within the library. The Conservator will also assist the Burns Librarian in long term preservation planning and aid curators in the preparation of all exhibits. The Conservator will also be expected to advise the O'Neill Library, the University's main library, on preservation needs.

Requires a bachelor's degree, formal training in specialized book conservation, a thorough knowledge of standard conservation techniques relating to papers and historic bindings of all types, and background in preservation planning and experience in using technological devices to monitor library environments. Knowledge of the history of paper and fine printing is desirable, as is previous library experience. Strong interpersonal skills are also important. Salary from \$33,100 depending on qualifications.

Applications received by November 1, 1993 will receive first consideration. To apply, send two copies of resume and cover letter along with three references to: **Bonnie Newton, Department of Human Resources, More Hall, Boston College, Chestnut Hill, MA 02167.**

Boston College is an Affirmative Action/Equal Opportunity Employer.

BOSTON COLLEGE

A Jesuit University



HEAD OF TECHNICAL SERVICES. Provides strong leadership for an innovative and progressive technical services staff of 20 FTE. Manages all technical functions service, including automation. The unit expends \$1.6 million annually, processes 26,000 volumes, and uses NOTIS and OCLC. Reports to the Associate Dean for Library Services and is part of the library management team. Required qualifications: ALA-accredited MLS, five years of technical services experience in an academic library, management and automation experience. Excellent interpersonal skills, good knowledge of cataloging or acquisitions practices, and a commitment to meeting the challenges posed by an ever-changing information environment. Desired qualifications: Additional graduate degree, experience with budgeting, NOTIS, OCLC, and personal computers. Starting salary: \$33,000 minimum for twelve months, depending on experience and qualifications. Tenure eligible. Choice of retirement plans and health insurance, 22 days vacation. Send letter of application, resume, and names, addresses, and phone numbers of three references by November 1, 1993, to: James C. Eller, Associate Dean for Library Services, **Wichita State University**, Wichita, KS 67260-0068. Noncitizens must report visa status. Finalists will be invited for an expense-paid interview. Wichita State University is an urban institution with an enrollment of 15,000 and a commitment to improve the diversity of its faculty by actively seeking applications from a broad spectrum of individuals. AA, EOE.

HEAD, SCIENCE AND ENGINEERING LIBRARY. Responsibilities: The University of Alabama is seeking leadership for the Eric and Sarah Rodgers Library for Science and Engineering. Three librarians, four support staff, and approximately 20 student assistants currently provide services from this new (1990) facility. The Head of the Rodgers Library manages personnel and resources to provide full branch library services--reference, an expanding array of electronic information services, circulation, faculty liaison, collection development, bibliographic instruction, ILL verification, and building management. The incumbent will participate in most of these activities and will contribute to the management of the libraries' system as a member of the Libraries Management Council. This position reports to the Associate Dean of Libraries for Collections and Information Services. Required qualifications: ALA-accredited MLS. Related experience in an academic or research library, with demonstrated successful supervisory experience and understanding of the application of emerging technologies to reference and information services. Ability to present ideas clearly, both orally and in writing. Knowledge and understanding of science and technical collections in both print and electronic formats. Awareness of current developments in the electronic communication of scholarly information. A demonstrated interest in contribution to the profession. The position requires strong personal commitment to responsive and innovative service, and the ability to provide effective leadership while working cooperatively and collegially with library personnel, students, and faculty in a rapidly changing environment. Preferred qualifications: Successful experience in collection development; academic background in a science or engineering discipline; experience working in a strongly participatory administrative environment. Salary/benefits: Tenure-track faculty position. Rank and salary will be determined on the basis of qualifications, the minimum salary being \$36,000. Generous benefits include sick leave, twenty-two days vacation, Blue Cross/Blue Shield, TIAA/CREF, and state retirement plans. To apply: Send letter of application, resume, and names and addresses of three references to: Voni B. Wyatt, Assistant to the Dean for Personnel, **The University of Alabama Libraries**, P.O. Box 870266, Tuscaloosa, AL 35487-0266. Applications must be postmarked by October 31, 1993. The University of Alabama Libraries hold membership in ARL, CRL, SOLINET, CNI, and the Network of Alabama Academic Libraries, and have implemented the NOTIS integrated library system. The University of Alabama is an equal opportunity, affirmative action employer.

MIDDLE EAST BIBLIOGRAPHER needed to assume responsibility for developing and maintaining the library's collections about and from Egypt and the Middle East and for providing bibliographic/instructional assistance to users researching Middle Eastern subjects. M.A. in Middle East studies or a Middle Eastern area discipline and a graduate degree in librarianship are required. Minimum three years professional library experience required; experience in bibliography preferred. Fluent English and Arabic are required. A working knowledge of Turkish, Persian, and European languages is desired. Two-year appointment (renewable) begins September 1994. Rank will be Senior Librarian; salary to be based on qualifications and experience. For expatriates, housing, round-trip air travel, plus schooling for two children included. Applications will be accepted until the position is filled. Interviews will be held at the November 1993 Middle East Studies Association meeting. Write with curriculum vitae to: Andrew Kerek, Provost, **The American University in Cairo**, 866 United Nations Plaza, Suite 517, New York, NY 10017.

REFERENCE LIBRARIAN (Science Emphasis). DePaul University's Richardson Library at the Lincoln Park Campus is seeking a full-time reference librarian whose responsibilities will include reference service in an automated environment, online searching, and library instruction, both general and in science disciplines. Collection development responsibilities will include one or more of the physical sciences. Minimum qualifications include an ALA-accredited MLS degree, excellent communication skills, strong service orientation, initiative, and commitment to professional development, as well as a bachelor's degree or strong background in physical sciences. Preferred qualifications include previous reference experience and familiarity and skill with electronic resources. Excellent benefits include free tuition, medical/dental package, four weeks vacation, pension plans. Position available now. Send letter of application with resume and names of three references to: Don O'Boyle, **DePaul University**, 243 S. Wabash Ave., #600, Chicago, IL 60604. DePaul University practices equal opportunity in employment and education.

RESEARCH INSTRUCTION LIBRARIAN, faculty rank, tenure-track, I.D. Weeks Library, University of South Dakota. Primary responsibility for the development of the User Instruction Program with an emphasis on electronic resources, including the use of the INTERNET. The individual hired for this position will identify, plan, coordinate, and enhance the existing program, including the production of information guides, videos, interactive computer programs, instructing the library faculty, staff, USD faculty and students in the use of traditional and electronic resources, and the scheduling and assigning of instruction sessions. Additional responsibilities include working regularly scheduled hours at the reference desk and providing online reference assistance. Individuals applying should have an interest in working with the faculty and have a strong commitment to public service. Minimum qualifications: ALA-accredited MLS; knowledge and interest in educating library users; ability to work effectively with colleagues and diverse clientele; effective written and oral skills; knowledge of online searching. Additional desirable qualifications: 1) second master's degree in a relevant subject field (will be required for tenure and promotion); 2) reference experience either in an academic or public library; 3) teaching experience. Salary: Negotiable, \$25,000 minimum, twelve-month appointment. Submit letter of application, resume, and the names, addresses, and telephone numbers of three references to: John Van Balen, Chair, Search Committee, I.D. Weeks Library, **University of South Dakota**, 414 East Clark St., Vermillion, SD 57069-2390. Review of applications will begin November 1, 1993, and will continue until an adequate number of applications are received. AA, EOE.

REFERENCE LIBRARIAN. Under the direction of the Head of the Reference Department, provides reference and bibliographic instruction services in a large academic library serving the undergraduates, graduate students, and faculty in the areas of social sciences, humanities, and management. Has responsibility for overseeing services at the Information Desk, the Periodicals Room, and for supervising a large staff of student assistants working in these areas and in the Reference Department. Coordinates some aspects of freshman-level library instruction. Qualifications: MLS from an ALA-accredited library school required. Academic background in the social sciences or humanities. At least two years of professional reference experience in an academic setting required. Basic reading knowledge of at least one foreign language required. Experience in providing bibliographic instruction services highly desirable. Experience with Dialog, BRS, Lexis/Nexis, RLIN, and OCLC also especially desirable. Good oral and written communication skills and the ability to work effectively with colleagues and library users required. Some evidence of research or participation in professional organizations desired. Salary: \$27,000-\$30,000, depending on qualifications. Send letter of application and resume, including names of three references to: Peter Devlin, Personnel Librarian, **Northwestern University Library**, 1935 Sheridan Rd., Evanston, IL 60208-2300. Applications received by November 1, 1993, will be considered. Northwestern University is an equal opportunity, affirmative action employer. Hiring is contingent upon eligibility to work in the United States.

UNIVERSITY LIBRARIAN. St. Lawrence University invites nominations and applications for the position of University Librarian. Located in Canton, New York, between the Adirondack mountains and the St. Lawrence River, the university is nondenominational and focuses on undergraduate liberal arts education through both traditional departments and a variety of interdisciplinary programs. The University Librarian is responsible for all library operations, which include the Owen D. Young Library and the new Launders Science Library (420,000 total volumes, 2,500 periodicals). Staffed by 10 library faculty and 19.3 FTE support staff, St. Lawrence's library has a fully integrated

system (Innovative Interfaces, Inc.) which is distributed throughout the campus on a fiber-optic network; it supports access to a range of CD-ROM products and external databases through OCLC, FirstSearch, BRS, and Dialog. The annual operating budget is approximately \$2 million, of which \$800,000 is allocated for acquisition. The University Librarian reports to the Vice-President and Dean of Academic Affairs. The University Librarian will provide leadership in all aspects of library operations and planning, and will work with a staff strongly committed to enhancing the role of the library in a liberal arts education. Thus we seek a person who understands the various scholarly processes within the liberal arts, who views libraries as sites for teaching and learning, and who sees the technological changes affecting libraries within such contexts. Required qualifications include an ALA-accredited MLS plus second master's degree, considerable professional

experience in an academic library in progressively more responsible positions, significant supervisory experience, and demonstrated experience in library automation. Preferred qualifications are scholarly activities and publications as well as active participation in professional organizations. Letters of application, including a curriculum vitae, a list of at least three references, and a brief statement (approximately 750 words) outlining the applicant's view of the role of the library in undergraduate liberal arts education, should be sent by October 15 to: Robert Thacker, Chair, University Librarian Search Committee, **St. Lawrence University**, Canton, NY 13617. St. Lawrence University is committed to fostering multicultural diversity in its faculty, staff, student body, and programs of instruction. As an equal opportunity, affirmative action employer, we specifically encourage applications from women, persons of color, and the disabled.

Late Job Listings

ACQUISITIONS LIBRARIAN. Bard College seeks an Acquisitions Librarian to manage all aspects of ordering and purchasing library materials, record keeping, materials-budget monitoring and reporting. Supervises 2 FTE; maintains Innovative Interfaces acquisition subsystem; active part of management team. Minimum Requirements: ALA-accredited MLS; 1-2 years experience in technical services in academic or large public library; demonstrated acquisitions experience in automated environment is very desirable (especially INNOPAC); demonstrated supervisory experience; excellent oral and communication skills; thorough attention to detail and exemplary service. Please send letter of application and 3 references to: Seth Goldberg, Manager of Human Resources, **Bard College**, Annandale-on-Hudson, NY 12504. Bard College is an affirmative action, equal opportunity employer.

HEAD OF TECHNICAL SERVICES, GS-11 (salary range \$33,623-43,712). **U.S. Coast Guard Academy**, New London, Connecticut. Responsible for managing technical services, including OCLC cataloging, acquisitions, and serials control. As systems librarian is the library's expert in automation. The library is completing its installation of the Dynix system. Work one evening/week in public services. This is a Federal Civil Service position. Qualifications: MLS degree or equivalent. At least one year professional experience in an academic library, including substantial experience in cataloging with MARC and in managing an integrated online system running in a networked environment. For a copy of the vacancy announcement and other application materials, please call the Civilian Personnel Office at 203-444-8202. Deadline for application is October 30, 1993. Minorities are encouraged to apply. The U.S. Coast Guard Academy is an equal opportunity, affirmative action employer.

MEDIA SERVICES LIBRARIAN. The Myrin Library, Ursinus College, seeks an innovative, service-oriented librarian for the position of Head, Media Services Department. Primary responsibilities include the management, administration, and coordination of all aspects of the Media Services Department; assistance with development of the media software collections; and development and implementation of instructional media support for both students and faculty. This involves media services planning, policy development, budgeting, supervising, and program evaluation. Additional duties include participation in the bibliographic instruction program, reference desk duties, CD-ROM service provision, and participation in the overall planning for library and information services and programs. Qualifications include an ALA-accredited MLS, minimum of two years of relevant experience in an academic library, knowledge of media issues and instructional applications in an academic library, well-developed organizational and communication skills, and enthusiasm for and commitment to the utilization of media and computerized information retrieval technologies in library services. The position reports to the Library Director and has academic status. Salary and professional rank are dependent upon experience and qualifications (\$25,000 minimum). Send letter of application, resume, and three letters of recommendation to: Charles A. Jamison, Media Services Librarian Search Committee Chair, **Ursinus College**, Collegeville, PA, 19426. Deadline for applications is November 7, 1993. Ursinus College does not discriminate on grounds of race, color, national origin, sex, age, or handicap.

LIBRARIAN/USER EDUCATION. Syracuse University seeks an innovative and entrepreneurial individual to develop and expand our user education program. This individual will build upon an established program of traditional library instruction, employing existing and emerging technologies such as CD-ROM, Internet, multimedia and computer networks. Specific objectives of the program include expanding the undergraduate instruction program, increasing the use of technology to provide off-site instruction in library resources, developing computer-assisted instruction programs, using hypermedia and/or other available electronic resources, and developing a cadre of librarians capable of delivering these services to the campus community. The user education librarian is a member of the Information Services Department and reports to the head of that department. Responsibilities: Oversee the provision of library user education including library orientations, general undergraduate instruction, upper division and graduate-level subject-specific instruction, and instructional publications; assists library staff in developing their teaching skills, integrating technology into their teaching methods and course content; identifying appropriate instructional materials; and designing classes and instructional materials; promotes library instruction to the campus community and seeks out opportunities to integrate library instruction into appropriate campus activities; chairs the User Education Advisory Group comprising staff from various library departments; provides reference services in the humanities and social sciences (evening and weekend hours required); serves on the library's Publications Committee, the NOTIS OPAC Subcommittee, and other committees and task forces as appropriate. May serve as bibliographer for one or more subject areas. Requires graduate degree from an ALA-accredited institution; minimum of three years experience providing reference or public services in an academic library; experience in library instruction or classroom teaching; experience with electronic resources including OPAC, CD-ROM and the Internet knowledge of emerging technologies; exceptional interpersonal and communications skills; excellent organizational skills; demonstrated leadership abilities; commitment to providing responsible and innovative services to culturally/racially diverse campus; evidence of professional/scholarly activity. Additional graduate degree and collection development experience in an academic or research library desired. Salary and benefits are commensurate with experience; minimum salary \$27,500. Send letter of application, resume, and names, addresses, and phone numbers of three references to: Search Committee for User Education Librarian, **Syracuse University** Library, Skytop Offices, Syracuse, NY 13244-5300. Applications received by November 1, 1993, will be given first consideration. An equal opportunity, affirmative action employer. The university encourages applications or nomination of women and minorities.

LIBRARIAN II/III. (Two positions) Library, The University of the West Indies, Mona. Applications are invited from suitably qualified persons for two posts of Librarian II/III in the library, The University of the West Indies, Mona, in the following areas: (a) government serials and (b) preservation. Applicants must be graduates with additional professional qualifications, and will be expected to have a good working knowledge of AACR2, LC rule interpretation, LC subject heading and classification, and OCLC standards. Detailed applications (three copies) giving full particulars of qualifications and experience, date of birth, marital status, and the names and addresses of three referees should be sent to: Campus Registrar, Attention: Senior Assistant Registrar (Appointments), **The University of the West Indies, Mona**, Kingston 7, Jamaica. W.I. Closing date for the receipt of applications is October 15, 1993. Further particulars of the posts are available from the same source or from the Secretary-General, Association of Commonwealth Universities (Appointments), 36 Gordon Square, London WC1H 0PF, England, to whom candidates in the United Kingdom should also send a copy of their applications. In order to expedite the appointment procedure, applicants are advised to ask their referees to send confidential reports direct to the university without waiting to be contacted.



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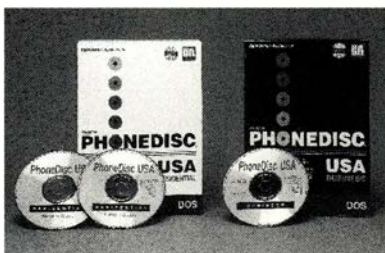
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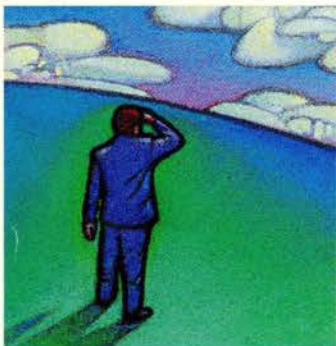
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