

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

Rates: Classified advertisements are \$8.75 per line for institutions that are ACRL members, \$10.75 for others. Late job notices are \$20.50 per line for institutions that are ACRL members, \$24.95 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$395 to \$745 based upon size. Please call for sizes and rates. Or see our website: <http://www.ala.org/acrl/advert2.html>.

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

discriminatory references. Applicants should be aware that the terms faculty *rank* and *status* vary in meaning among institutions.

Internet: C&RL News classified ads are accessible on the World Wide Web at <http://www.ala.org/acrl/c&rlnew2.html>. Ads will be placed approximately 2-3 weeks before the printed edition of C&RL News is published.

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

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

BOOKS BOUGHT AND SOLD

USED SCI-TECH BOOKS PURCHASED. Physics, math, all engineering, electricity, and electronics, skilled trades, antiquarian tech. Sorry, no serials or life sciences. Quality older editions, duplicates, unneeded gifts, superseded titles always sought. Ex library OK. No quantities too great; will travel when appropriate. For more information please contact: Collier Brown or Kirsten Berg at **Powell's Technical Bookstore**, 33 NW Park Ave., Portland, OR 97209; phone: (800) 225-6911; fax: (503) 228-0505; e-mail to: kirsten@technical.powells.com.

POSITIONS OPEN

ACCESS SERVICES LIBRARIAN. Morehead State University invites applications for a position as Access Services Librarian I or II in the Camden-Carroll Library. Level is dependent upon qualifications. Responsibilities: Administers the activities of the Access Services Department, which includes Circulation and the Learning Resource Center (circulation of materials, academic/electronic reserves, fines/fees collection, photocopy center, microcomputer laboratory, P-12 print materials collection, and nonprint materials collection); serves as a liaison with an academic department; serves on library and University committees; supervises support staff, student workers, and graduate assistants; and performs other job-related duties. Qualifications: Master's degree in Library/Information Science from an American Library Association accredited institution; public service experience in an academic library; and good human relations skills. Desired qualifications: Professional experience in an academic library circulation department and/or learning resource center, and experience with the Voyager online system. To ensure consideration, submit letter of application, resume, official transcript(s), and references by July 30, 1999, to: Office of Human Resources, Attn: Access Services Librarian #255, **Morehead State University**, HM 101, Morehead, KY 40351. MSU is an EO/AA employer.

ASSISTANT LIBRARIAN FOR TECHNICAL SERVICES. South Georgia College. Responsible for cataloging and acquisition of all formats; maintain online catalog; supervise two paraprofessionals and student staff; oversee serials and interlibrary loan; and assist with reference and bibliographic instruction. Applicants required to have an ALA-accredited MLS degree, experience with automated library systems (preferably Voyager), LC classification, and current standards. Academic library experience preferred. The Library is a member of the GALILEO and GIL consortia. Twelve-month faculty status, non-tenure track position with attractive benefits. Salary will range from \$35,000. To apply, send cover letter, resume, copies of transcripts, and names of three references by June 30, 1999 to: Cathy Cliaff, Director of Personnel, **South Georgia College**, 100 West College Park Drive, Douglas, GA 31533; (912) 189-4234. AA/EEO.

Brown University



PRESERVATION LIBRARIAN

University Library: NEH Challenge Grant Endowment, Brown University Library. Responsible for surveying and preserving library collections in the humanities. Reports to the Head, Preservation Department. Requirements: MLS degree from an ALA-accredited library school; apprenticeship or specialized experience in preservation/conservation; highly developed organizational skills and creativity; fine motor skills; ability to consider multiple factors when making a decision. Minimum salary: \$31,100. Please send letter of application, resume and names of three references by July 31, 1999. **Job #B000349**

For this position please send resume to Brown University, Human Resources, Box 1879, Job # _____, Providence, RI 02912

Brown University offers competitive pay and an excellent benefits package including health/dental insurances, generous retirement plan, superb recreational facilities, stimulating intellectual activities, and much more. An Equal Opportunity/Affirmative Action Employer.

Visit our website at:

www.brown.edu

ASSISTANT DIRECTOR, LIBRARY PROGRAMS

Mount Sinai School of Medicine

A dynamic, creative, and flexible librarian is needed to provide leadership and direction of the Levy Library. In this newly created position, reporting to the Assistant Dean for Information Resources and Systems, the successful candidate will be responsible for managing library operations including access, reference, education, and technical services. Library programs are expanding in parallel with the growth of the Mount Sinai School of Medicine and the implementation of a new curriculum in the year 2000. A four-year longitudinal library science/medical informatics program needs to be developed to integrate with the new curriculum. Other growing areas include licensing of electronic resources for Mount Sinai and members of the Mount Sinai-NYU Health System and participation in institutionwide evidence-based medicine initiatives. Teaching programs cover medical students, house staff, faculty, attending staff, and members of the Alumni Association.

The Assistant Director, Library Programs will be one of three Assistant Directors in an integrated information services unit that includes academic computing, institutional web development, computer-based education design and support, and the Medical Center archives. The person holding the position will help set direction for the future in conjunction with major research, clinical practice, and educational initiatives underway at Mount Sinai.

Requirements include: MLS from an ALA-accredited school and a minimum of seven years of progressively responsible experience in a medical or academic library. Supervisory experience required. Demonstrated leadership skills mandatory. Experience in management, developing educational programs, creative use of technology, and participation in professional activities highly desirable. The person who fills this position must have a proactive approach and positive attitude and the ability to work effectively in a fast-paced and rapidly changing environment.

Located in Manhattan, the Mount Sinai School of Medicine is internationally recognized for groundbreaking clinical and basic science research and innovative approaches to medical education. Mount Sinai leadership in scientific investigation is illustrated by its receipt during FY98 of \$116.6 million in public and private research funding, including \$79.7 million in NIH grants, placing it in the top tier of the nation's 125 medical schools. Mount Sinai ranks 9th in the percentage of graduates who go on to faculty positions in medical schools across the country. Mount Sinai School of Medicine also is known for unique educational programs such as the Humanities in Medicine program that creates opportunities for liberal arts students to pursue medical school, and instructional innovations like the Morchand Center, the nation's largest program teaching students and physicians with "standardized patients" to become not only highly skilled, but compassionate caregivers. Long dedicated to improving its community, the School extends its boundaries to work with the East Harlem community to pair physician/scientists and medical students with at-risk high school students interested in math and science.

Mount Sinai School of Medicine offers an excellent salary. Send resume, names of at least three references, and a sample of expository writing to:

Lynn Kasner Morgan
Box 1102
Gustave L. and Janet W. Levy Library
One Gustave L. Levy Place
New York, NY 10029-6574

The Mount Sinai Medical Center is an EOE/AA employer.

ASSISTANT MUSIC LIBRARIAN. Cornell University Library. The Cornell Music Library seeks an Assistant Music Librarian to: develop, catalog, and administer its strong audiovisual collections including a Digital Sound Initiative; participate in the selection and bibliographic control of the collection; participate in the NACO music program; provide reference service to the patrons of the Music Library; and provide bibliographic instruction for undergraduate courses in the Music and Dance Departments. On the cusp of moving into its first purpose-built facility, the Cornell Music Library has an international reputation for its strong collections and outstanding service to music and dance scholars and creators. The Music Library supports programs in musicology cast in the widest terms includ-

ing ethnomusicology and theory, composition and historically informed performance practice. Qualifications: MLS or equivalent from an ALA-accredited Library School; academic music background; foreign language skills, excellent interpersonal and communication skills and the willingness to work in a team environment; commitment to service and professional development; demonstrated music cataloging experience, including knowledge of RLIN and/or OCLC. Desirable: Advanced training in music at the Master's level; experience with emerging information technologies; and the willingness to develop these skills as the technology changes; training in NACO music authority control; familiarity with the MARC AMC format and EAD. Applications: Requested by August 15, 1999; will be accepted

until the position is filled. Salary and appointment level commensurate with experience. Apply to: Susan Markowitz, Director, Library Human Resources, 201 Olin Library, **Cornell University**, Ithaca, NY 14853-5301. Please send cover letter, resume, and the names, addresses, and phone numbers of three references. For more information contact: Lenore Coral, Music Librarian at: (607) 255-7126; LFC1@cornell.edu. Cornell University is an Affirmative Action/Equal Opportunity Employer strongly committed to diversity. We value qualified candidates who can bring to our community a variety of backgrounds and experiences.

ASSISTANT PRESERVATION LIBRARIAN. New York University Libraries. Assists the Head of Preservation in managing the Library's preservation program, including defining needs, establishing goals and objectives; assigning, training, supervising, and evaluating allocated staff. Manages the department's commercial binding and reformatting units (includes preservation microfilming, preservation photocopying, and digital imaging) and communicates with vendors. Participates in planning and conducting condition and needs-assessment surveys, gathers and analyzes statistics, designs and manages databases, and assists in grant writing. Collaborates with bibliographers and selectors to identify and facilitate binding, reformatting, and conservation treatment needs; organizes and conducts staff preservation awareness and book handling sessions. Assists in maintaining and updating the Library's disaster plan and in monitoring environmental conditions within the Library. ALA-accredited MLS, subject master's degree required for tenure. Preference will be given to candidates with a certificate in preservation administration and/or at least two years' experience in a preservation department. Broad understanding of the role of preservation in an academic setting and knowledge of emerging trends in preservation and conservation are essential. Demonstrated ability to plan, organize, and prioritize projects. Experience in digital imaging, computer skills, database management, and vendor negotiation preferred. Supervisory experience required. Excellent oral and written communication skills. Faculty status, attractive benefits package including five weeks' annual vacation. Salary commensurate with experience and background. Minimum: \$35,000. To ensure consideration, send resume and letter of application, including the name, address, and telephone number of three references, by July 31, 1999, to: Janet Koztowski, Director, Human Resources, **New York University Libraries**, 70 Washington Square South, New York, NY 10012. Preliminary interviews at the American Library Association conference in New Orleans in June. NYU encourages applications from women and members of minority groups.

RUTGERS UNIVERSITY LIBRARIES

Science and Digital Projects Librarian New Brunswick Libraries

The New Brunswick Libraries seek a librarian for collection development in science and information technology. Provide leadership for the sciences in developing digital library initiatives and implementation strategies. Will participate in reference and library instruction. ALA/MLS required for a tenure track appointment with minimum salary of \$41,174 dependent upon experience and qualifications. Requires undergraduate science degree and 3 yrs. relevant professional experience in an academic science library. The complete position profile is located at www.libraries.rutgers.edu/rulib/ablib/staff/hr/hr.html. Candidates applying by August 16, 1999 will receive first consideration. Submit resume, cover letter, and names of three references to: Sandra Troy (APP 132), Libraries Personnel Officer, Rutgers University Libraries, 169 College Ave., New Brunswick, NJ 08901-1163; FAX 732-932-7637; e-mail: stroy@rci.rutgers.edu

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

THE STATE UNIVERSITY OF NEW JERSEY

RUTGERS

BUSINESS REFERENCE LIBRARIAN. The University of Alabama Libraries is seeking candidates for the position of Business Reference Librarian in the Bruno Business Library. Responsibilities: To provide business reference service, under the supervision of the Head of the Business Library, to a wide range of undergraduate, graduate, and faculty users (including some night and possibly weekend hours); participate in a bibliographic instruction program in the Business Library; participate in collection development activities, including faculty liaison; participate in selection of web resources for library web pages; perform other duties as assigned, including contributing to the progress of the broader University Libraries. The dynamic environment of the Angelo Bruno Business Library provides opportunities for developing and expanding professional skills. Qualifications: Required: MLS from a program accredited by ALA; knowledge of business sources in both print and electronic formats; ability to work effectively with faculty, students, and library personnel at all levels; excellent oral and written communication skills; commitment to client-centered services; evidence of potential to meet University requirements for promotion and tenure. Desired: Business reference experience in an academic library; experience in bibliographic instruction; experience using business information sources on the web; experience in using a variety of networked resources to provide reference assistance; degree in business-related field, prefer master's degree; some knowledge of government documents. Salary/benefits: Twelve-month, tenure-track with appointment at either the Instructor level with a minimum salary of \$26,000 or the Assistant Professor level with a minimum salary of \$28,300. Strong benefits: substantial moving allowance may be available. Environment: The Angelo Bruno Business Library maintains a close working relationship with the Culverhouse College of Commerce and Business Administration, one of the preeminent leaders in business education in the Southeast. The state-of-the-art facility housing the Bruno Business Library and the Bashinsky Computer Center opened in January 1994. The Bruno Business Library offers a public access network of CD-ROM and online databases for end users, and features a technologically advanced bibliographic instruction classroom. Other spe-

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	\$31,273
Delaware	\$22,500+
Illinois	\$27,400#
Indiana	varies*
Iowa	\$24,533
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$27,554*
New Jersey	\$33,188
New York	varies*
North Carolina	\$27,641+
Ohio	\$25,198+
Pennsylvania	\$26,400
Rhode Island	\$29,800
South Carolina	varies*
South Dakota	\$22,000
Texas	\$28,000
Vermont	\$26,464
West Virginia	\$22,000
Wisconsin	\$32,240

*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.

REFERENCE LIBRARIAN

Mount Sinai School of Medicine

The Levy Library is looking for the ideal candidate to join its dynamic Reference team. The right person for the job will need the following qualities, as defined by the current staff: ability to learn quickly, proactive approach, positive attitude, and ability to get along with others; ability to envision and work effectively in an atmosphere of "nontraditional" librarianship; strong interest in working in fast-changing environment of new technologies and expanding services. The ideal candidate for this exciting job is a good communicator, patient, approachable, and strongly motivated to grow professionally. The knowledge and skills needed for the position are: teaching and/or public speaking experience; literature searching and Internet experience; library science degree with some reference experience; creativity and good problem-solving skills.

Specific responsibilities involve participating in in-person and telephone reference service, point-of-use consultation and instruction, and end-user searching on a variety of web-based databases in health care and related fields. Plan, implement, and evaluate variety of user education programs for Mount Sinai staff, students, and alumni in clinical and nonclinical settings. Participate in implementation of revised curriculum and other innovative instructional programs for students, house staff, and faculty. Assist in incorporating principles of evidence-based healthcare and other critical appraisal methods into library and institutional programs. Provide mediated searches via EPIC, NLM, DIALOG, and web-based systems. Participate in development and maintenance of websites. Compile user guides, syllabi, database documentation, and other library publications.

REQUIREMENTS: MLS from ALA-accredited school; one year minimum experience in health sciences librarianship desired; experience in searching health sciences databases; knowledge of Medical Subject Headings and indexing principles; knowledge or experience in using PubMed or other end-user online searching systems; experience in managing or contributing to websites. Experience in planning, developing, and conducting educational programs, and demonstrated knowledge or practice of EBHC strongly preferred. Excellent verbal and written communications skills. Willingness to participate in team-based decision-making processes.

The Levy Library is part of an integrated information services unit that includes academic computing, institutional web development and collaboration, computer-based education design and support, and the Medical Center archives. For description of programs and services, see <http://www.mssm.edu/library>

Mount Sinai School of Medicine offers a competitive salary. Send resume, names of three references, a sample of expository writing, and a URL for a recently designed web page to:

Administrative Office
Box 1102
Gustave L. and Janet W. Levy Library
One Gustave L. Levy Place
New York, NY 10029-6574

The Mount Sinai Medical Center is an EOE/AA employer.

cialized electronic services offered include Dow Jones Interactive, Bloomberg Financial Markets, and LEXIS/NEXIS. The Bruno Business Library's home page can be viewed at <http://www.cba.ua.edu/~bruno>. The University of Alabama Libraries maintains membership in the Association of Research Libraries, the Center for Research Libraries, the Coalition for Networked Information, SOLINET, and the Network of Alabama Academic Libraries. The Libraries employ the Voyager Integrated Library System. To apply: Send letter of application, resume, and names, addresses, and phone numbers of three references to: Voni B. Wyatt, Personnel Officer, The University of Alabama Libraries, P.O. Box 870266, Tuscaloosa, AL 35487-0266. Applications received by August 20, 1999 are assured of receiving consideration. The University of Alabama is an Equal Opportunity/Affirmative Action Employer.

COLLECTION DEVELOPMENT/ACQUISITIONS LIBRARIAN. St. Lawrence University invites applications and nominations for a librarian to coordinate all collection development and acquisition activities at the St. Lawrence University Libraries. This person will be responsible for oversight of the Library's collection development program and for management of the Acquisitions area and should be familiar with current licensing issues involving electronic resources and knowledgeable about automated acquisitions systems. 12-month appointment, faculty status. Salary from the mid-30's, commensurate with qualifications and experience. Required:

ALA-Accredited MLS; demonstrated academic library experience, including collection development and acquisitions; knowledge of automated systems for technical services and especially acquisitions; knowledge of OCLC systems and microcomputer applications; excellent supervisory, interpersonal, and communication skills. Preferred: Experience with Innovative Interfaces, Inc., automated system; experience in working with vendors and consortia regarding licensing and networking of electronic resources; knowledge of scholarly publishing; additional subject master's desirable. Application Review will begin August 2, 1999. Preliminary interviews will take place at summer ALA in New Orleans. Send letter of application, resume, and names and telephone numbers of three references to: Bart Harloe, University Librarian, St. Lawrence University, Canton, NY 13617. St. Lawrence University, chartered in 1856, is the oldest continuously coeducational institution of higher learning in New York State. See the SLU Home Page at <http://www.slwu.edu> and the SLU Library Home Page at <http://www.slwu.edu/library>. St. Lawrence University is an Affirmative Action/Equal Employment Opportunity employer. Women, minorities.

COMPUTER SERVICES LIBRARIAN. I.D. Weeks Library. Position: Faculty rank, tenure-track. I.D. Weeks Library, University of South Dakota, seeks individual to serve as the Library's Computer Services Librarian. Responsible for coordination of planning, development, implementation,

Hong Kong Baptist University Library

Associate Librarian (Technical and Collection Services) (PR029/99V)

Reporting to the University Librarian, the successful candidate will be responsible for two primary areas. The first is the overall planning, management, and operations of the Technical Services Division consisting of two units: Acquisitions and Cataloging. The second is the planning, management, coordination of library collections and active outreach efforts with the academic units and faculties. The incumbent will serve as a member of the Library administrative group together with the University Librarian and the Associate Librarian for Public Services.

Applicants should possess an MLS or equivalent qualification and must have at least eight years of post-MLS professional working experience in increasingly challenging technical services and collections development positions in an academic library. Substantial years of experience in administrative responsibility for one major technical services function and with integrated library systems (preferably with the INNOPAC System) is required. He/She should have solid knowledge of the applications of information technology and electronic information resources; evidence of professional development or scholarly contributions. Excellent analytical, interpersonal, and communication skills; and ability to work cooperatively and effectively with people within and outside the Library will be essential. A second master's degree and experience in more than one area of technical services will be desirable.

Salary Scale: HK\$55,515 - \$77,165 p.m. (Approximately US\$1 = HK\$7.76)

Terms of Appointment: The appointee will initially be offered a fixed-term contract of three years with gratuity of 15% of basic salary payable upon satisfactory completion of the contract. Re-appointment thereafter is subject to mutual agreement. Benefits include annual leave, medical & dental benefits for appointee & family, children's education allowance and housing allowance.

Application Procedure: Please complete application forms together with full curriculum vitae to the Personnel Office, Hong Kong Baptist University, Level 6, Shaw Tower, 34 Renfrew Road, Kowloon Tong, Hong Kong. Application forms are obtainable by downloading from: [<http://www.hkbu.edu.hk/~pers>] or by mail with a self-addressed & stamped envelope (size should at least be 4" x 9"). Please quote PR number on envelope.

Closing Date: 15 September 1999 (but the search process will continue until the position is filled)

ASSISTANT LIBRARIAN – COORDINATOR OF INFORMATION LITERACY

Ulster County Community College

Under the leadership of the Director of Library and Information Services, the Coordinator of Information Literacy will continue to develop and implement a nationally recognized, comprehensive, credit-based information literacy program.

Minimum qualifications include a Master's degree in Library Science from an ALA-accredited program and three years academic reference and instruction experience.

This is a full-time position with the starting salary commensurate with education and experience, and an excellent benefits package. If you have any questions regarding this position, you can obtain further information by: visiting our web page at www.sunyulster.edu, calling Human Resources at (800) 724-0833, or e-mailing us at delanoyd@sunyulster.edu.

To apply, please send: resume, cover letter addressing the position requirements, five professional references, and copies of transcripts to:

Ulster County Community College
Office of Human Resources
Stone Ridge, NY 12484

Screening will continue until the position is filled.

Members of underrepresented groups are encouraged to apply.

AA/EOE.

REFERENCE LIBRARIAN

Prairie State College

Prairie State College, an award-winning community college in the southern suburbs, seeks a full-time, tenure-track Reference Librarian. Responsibilities include providing reference, bibliographic instruction, and collection development for students, faculty and staff of the College, in support of programs, courses, and the information needs of the college community.

MINIMUM QUALIFICATIONS: ALA-accredited master's degree in library science; experience in reference, bibliographic instruction, and collection development in an electronic environment. Strong oral, written, and computer skills and a service orientation. Ability to work and interact well with diverse students, faculty, and staff.

PREFERRED QUALIFICATIONS: Community college learning resources experience and web page development.

Send letter addressing qualifications, resume, and unofficial academic transcript to:

**Human Resources Room 2402
Prairie State College
202 S. Halsted Street
Chicago Heights, IL 60411**

For full consideration, all materials should be received by **August 25, 1999**. This position is open until filled. The job description may be found at www.prairie.cc.il.us under Human Resources.

EOE/AA.

DIRECTOR OF LIBRARY SERVICES

Fairmont State College

As chief Library administrator, the Director is responsible for overall management, including: collection development, budget/fiscal management, staff management/development, strategic planning, and policy. Reporting to the Provost and Vice President for Academic Affairs, the Director will work closely with the Associate Vice President for Information Technology. The position includes appointment as Assistant Professor of Library Science.

Qualifications include a MLS degree from an ALA-accredited program, with a doctorate in a relevant subject area preferred. Interested candidates are encouraged to renew the fall description and qualifications at <http://www.fscwv.edu/hr/jobops/libdir.html>.

Review of applications is underway and will continue until filled. Candidates should submit letter of interest, resume, and three references to:

**Frederick G. Fidura
Provost and Vice President for
Academic Affairs
Fairmont State College
1201 Locust Avenue
Fairmont, WV 26554**

Fairmont State College is an affirmative action, equal opportunity institution; minorities and women are encouraged to apply.

and management of the Library's Local Area Network and other technological applications, including the recommendation of software and hardware for the Library's systems. Duties include: routine maintenance, monitoring LAN performance, expanding the system, upgrading software and hardware, and training Library staff, students, and faculty to effectively use electronic systems and services. 12-month appointment. Qualifications: Minimum qualifications include ALA accredited MLS; knowledge of microcomputers, operating systems, CD-ROM LAN technology and World Wide Web applications; ability to work effectively with colleagues and diverse clientele; effective written and oral skills. Additional desirable qualifications include: 1) second master's degree in a relevant subject field (will be required for tenure and promotion); 2) experience with installation and management of Windows NT network. Salary: Minimum of \$30,000. Application procedure: Submit letter of application, resume, and the names, addresses, and telephone numbers of three references to: Imre Meszaros, Director of Libraries, I.D. Weeks Library, University of South Dakota, 414 East Clark Street, Vermillion, SD 57069-2390. Application deadline: Review of applications will begin July 26, 1999 and will continue until position is filled. Affirmative Action, Equal Opportunity Employer.

COORDINATOR OF LIBRARY INSTRUCTION. University of Houston Libraries. Responsibilities: Coordinates dynamic and diverse Library Instruction Program, including goal setting, outreach, training, program evaluation, and publication of print and web instructional materials. Leads planning for instructional programs using new technologies in an organi-

zation committed to the use of electronic resources; coordinates instructional classes and tours, which draw upon 25 librarians and staff; develops effective outreach and publicity for instructional programs. Qualifications: Master's degree from an ALA-accredited library school and relevant instruction experience are required. Experience in the application of new technologies to instruction (including HTML and web page design) and successful supervisory experience are preferred. Must have excellent teaching skills, knowledge of instructional methods and electronic instructional tools, excellent written and oral communication skills, and a strong public service orientation. Salary: \$37,000. Comprehensive benefits package; choice of retirement programs including TIAA-CREF; no state or local income tax. (For information on applying for this position see University of Houston's ad for Head of Information Services below.)

CURATOR. American and British History Collections, Stanford University. The Stanford University Libraries seeks a subject specialist with graduate training in American or British Studies to develop and manage general and special collections supporting those areas. The scope of your responsibilities will include published texts in all formats, printed and electronic, as well as unpublished primary resources. You will also provide advanced reference and bibliographic assistance and may teach a graduate seminar or colloquium on research methods and resources in American and British history. As a member of the curatorial team, you will actively participate in the new Humanities and Area Studies Resource Center, a central library resource for reference and collection-related services and



HARVARD BUSINESS SCHOOL

Baker Library

Access Services Manager

Reporting to the Director of the Business Information Services Center, is responsible for organizing, planning, and supervising the operations of the Information Services Center desk and the Reading Room. Services include reference, circulation, access, stacks and Reading Room maintenance, document delivery and Harvard Depository accessions and retrievals. Actively applies new technologies and management techniques to improve customer service and insure efficient operations. Coordinates administration of the library's integrated system (Voyager from Endeavor Information Systems) with Information Technology and Resource and Database Management Departments. Oversees Voyager training and the preparation of Voyager document delivery policies and procedures. Manages and develops the Access Services staff and hourly employees.

Requirements: ALA-accredited MLS; 4+ years' professional experience in reference and/or access services in a special or academic library. Subject knowledge of business and/or finance desirable. Strong commitment to explore new methods of delivering services in the electronic era essential. Strong interpersonal and communication skills, proven ability to work effectively with students, faculty and colleagues. Demonstrated supervisory experience and project management skills including the leadership of staff. Demonstrated ability to work cooperatively with and coordinate the efforts of colleagues from across departments. Experience with automated systems and understanding of how emerging technologies can be applied to the instructional and research mission of the Library.

Director of Resource and Database Management

Reporting to the Executive Director for Library and Information Services, administers the operations of the Resource and Database Management Department, including collection development, acquisitions, serials management, cataloging, database maintenance, binding, and physical processing, ensuring smooth and efficient workflow for the purpose of providing superior service to the library's staff and client groups. Assists with coordinating administration of the library's integrated system (Voyager from Endeavor Information Systems) with Information Technology and Access Services Departments. Direct RDM's participation in university-wide virtual library initiatives.

Requirements: ALA-accredited MLS; significant experience in managing technical services operations in a corporate or research library; superior interpersonal skills; ability to provide leadership, set priorities, and resolve competing demands in a fast-paced environment; excellent planning, analytical, and communication skills. Demonstrated ability to work cooperatively with and coordinate the efforts of colleagues from across departments; strong customer service orientation; demonstrated creativity, initiative, and innovation; experience in developing and implementing innovative virtual library projects, web page design and developing thesauri and classification systems, strongly preferred.

Archivist/Records Manager

Search Re-Opened

Reporting to the Director of Historical Collections, responsible for the administration and research use of the Harvard Business School Archives Collection (including Web based access) and for the administration of the records management program for multimedia, electronic, and paper-based records. Initiates and manages outreach activities including exhibitions and public programs that emphasize the HBS Archives collection.

Requirements: ALA-accredited M.L.S. and/or M.A. with archival concentration. Minimum of 4 years' professional experience appraising, acquiring, arranging, describing, and preserving archival records. Professional experience in processing and cataloging archival collections, preferably using MARC-AMC and APPM; familiarity with AACR2 and LCSH. Professional experience in managing multimedia and electronic records and in developing archival programs for these types of records highly desirable. Demonstrated professional experience managing an archival records management program, preferably including oral history projects. Evidence of successful supervisory experience; excellent oral and written communication skills. Demonstrated initiative, flexibility and the ability to work creatively in a collaborative and rapidly changing environment.

Please contact: Ellen Mahoney, Chief Human Resources Officer, Harvard Business School, Soldier's Field, Boston, MA 02163; E-mail: Emahoney@hbs.edu

Equal Opportunity / Affirmative Action Employer

H A R V A R D

REFERENCE LIBRARIAN

The University of California, Riverside

The University of California, Riverside seeks an innovative, energetic, and service-oriented librarian to join its Rivera Library Reference Services Department in providing reference and instruction services and furthering the development and use of the Library's electronic resources. The position reports to the Head of Reference Services and is responsible for developing and conducting instruction sessions in the use of electronic resources and research methods; providing general reference service to a diverse user community in the humanities, social sciences, and business; creating user education materials in print and web-based formats; and actively contributing to enhancing the usability and content of the Library's website.

Also assists with hardware/software support and ongoing staff training in the uses of new library technology. Some evening and weekend hours are required. Graduate library degree, knowledge of a wide range of print and electronic information resources, teaching or training experience and expertise using the Web as an information resource.

Demonstrated skill in website development and facility working with information technology. Excellent oral and written communication skills.

PREFERRED: One year academic library reference and instruction experience. The successful candidate will be appointed to the Librarian series at a salary level appropriate to the candidate's qualifications and experience.

APPOINTMENT RANGE: \$32,292-\$43,332. Librarians are academic appointees and accrue vacation at the rate of two days/month and sick leave at the rate of one day/month. The University offers a broad range of benefits and an excellent retirement program. Open until filled.

To ensure consideration, send letter of application, complete resume, and the names and addresses of three references by **August 7, 1999**, to:

John W. Tanno
AUL
University of California
P.O. Box 5900
Riverside, CA 92517

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REFERENCE/ INSTRUCTION LIBRARIAN

This Reference/Instruction Librarian provides access services, reference assistance and library instruction at a suburban campus and reference and instruction at a Chicago campus on an established schedule. Other key responsibilities of the position include: collection development, bibliographer duties for one or more subject areas, and assisting with supervision, training and evaluation of part-time librarians and library technical assistants at all suburban campuses.

ALA accredited MLS degree and the ability to work flexible hours/weekends a must. A second Master's degree in a subject field desirable. Demonstrated knowledge of MS Office software packages and experience with web-based electronic resources a must.

At DePaul University, you'll enjoy best-in-class benefits, 100% tuition waiver and industry competitive compensation. For immediate consideration, send your resume to: **DePaul University, Human Resources, Job Code XHX1092CRLN & XHX1093CRLN, 25 E. Jackson Blvd., Chicago, IL 60604. E-mail: depaul@isearch.com Fax: 310-337-3317.** DePaul University is committed to equality in education and employment.

DEPAUL
UNIVERSITY



www.depaul.edu

LIBRARIANS

Western Connecticut State University

www.wcsu.ctstateu.edu

Western Connecticut State University is seeking qualified applicants for two tenure-track positions in the Ruth Haas Library. Interested candidates should send letter of application and resume, specifying the position they are interested in, to:

**Vijay Nair, Chairperson
Library Search Committee
Ruth Haas Library
181 White Street
Danbury, CT 06810**

ACCESS SERVICES LIBRARIAN

Responsibilities include supervision of the automated circulation department and its personnel. Additional responsibilities will include collection and analysis of statistics, report preparation, participation in reference desk rotation, serving as a liaison to Selected academic departments, and supervision on interlibrary loan and document delivery, print and electronic reserves, and stacks maintenance. Candidates must possess a MLS from an ALA-accredited program and demonstrable familiarity with access services in an automated academic library environment. It is preferred that the candidate have at least two years of post-MLS experience supervising circulation/reserve and interlibrary loan, knowledge of Innovative Interfaces, and familiarity with copyright laws. Minimum salary: \$38,546. The application deadline is **August 15, 1999**.

SCIENCE/PUBLIC SERVICES LIBRARIAN

Responsibilities include providing the following services in the sciences: library instruction to classes, assistance to faculty and students in online search databases, assistance to academic departments and the Haas library reference in collection development, evaluation and recommendation of new online services and databases in consultation with departmental and library faculty, e-mail reference service, and maintenance of section of the "Subject Guide to Internet Resources." Additional responsibilities include providing general reference desk service including one evening per week and some Sundays. Candidates must possess a MLS from an ALA-accredited program and demonstrable familiarity with reference collection development and online resources in the natural and/or health sciences. It is preferred that the candidate have undergraduate/graduate work in the sciences and at least two years of post-MLS experience in academic library public services, collection development, and library instruction. Minimum salary: \$38,546. The application deadline is **July 15, 1999**.

WCSU is an affirmative action, equal opportunity educator/employer.

support for research and teaching in the humanities and area studies. Requirements include an MLS from an ALA-accredited library school or equivalent in training and experience, substantial knowledge of and experience in academic or research libraries and the research environment in a major university, and advanced graduate work in American and British history (PhD preferred). Demonstrated knowledge of the distribution and sources of materials in American and British history, relevant professional accomplishments (scholarly publications, teaching experience, and library-related publications/presentations), and effective interpersonal and oral/written communication skills are essential. Reading knowledge of one or more foreign languages is desirable. For consideration, send a cover letter, a complete statement of qualifications, a full resume of education and relevant experience, and the names and addresses of three references to: Carol Olsen, Director of Human Resources, **Stanford University Libraries**, 590 Escondido Mall, Stanford, CA 94305-3090. Please apply by July 30, 1999. For information on this and other positions, see us on the web at <http://jobs.stanford.edu>. AA/ECE.

ELECTRONIC GOVERNMENT PUBLICATIONS LIBRARIAN. University of Minnesota Libraries-Twin Cities Campus: <http://www.lib.umn.edu>. The University of Minnesota Libraries seeks a dynamic professional who can develop and promote the use of electronic government information through innovative means. We seek candidates who are creative, can take initiative, and can work in a team environment. The University Libraries especially encourages the candidacy of people with experience in multicultural and multiracial settings. Reporting to the Head of the Government Publi-

cations Library, the Electronic Government Publications Librarian will provide direct reference service, and will plan, develop, and provide instruction in the use of government information and data, with special emphasis on integrating the use of electronic government information into the curriculum. Additional responsibilities will include the creation of printed and web-based informational materials, and active participation in collection development activities of the Government Publications Library and related collections, with an emphasis on evaluation and appropriate implementation and use of electronic resources. A full position description is available at <http://www.umn.edu/ohr/employ.html> listed with Academic Professional positions by Job Number UL#99. Qualifications: Required: ALA-accredited MLS or foreign equivalent. Experience working with U.S. documents, including reference work. In-depth knowledge of electronic government information resources; demonstrated strong commitment to library public service; strong oral and written communication skills; strong interpersonal skills; ability to work effectively in a team environment and with a diverse clientele. Desired: Demonstrated proficiency in using electronic statistical data files; demonstrated experience with website development and other microcomputer applications in a networked environment; reference experience with international documents; experience in user assessment. Salary and benefits: This is a full time, 12-month, continuous appointment track, academic/professional position with probationary appointment at Assistant Librarian rank. The Libraries offers a competitive salary commensurate with experience, not less than \$32,000 for this position. Excellent benefits and substantial moving allowance. Recruiting schedule: Position available July 1, 1999. Review of applications will continue until

MEDIA DEVELOPMENT LIBRARIAN

UC Santa Cruz

Title: Media Development Librarian
Rank: Assistant Librarian/Associate Librarian
Appointment salary range: \$32,292-\$41,328
Position available: September 1, 1999

The University Library at UC Santa Cruz is seeking a Media Development Librarian who will serve as the Head of the Media Center and Language Lab. The incumbent will manage the Media Center and its collections of audio and video recordings and other resources, and will facilitate instructional use of nonprint interactive materials and electronic resources across the campus.

POSITION AND RESPONSIBILITIES: Under the supervision of the Director of Media Services, and in collaboration with other Media Services units, the Media Development Librarian (MDL) will promote the use of media and instructional technologies. The MDL will supervise two staff in the Media Center and Language Lab, oversee public services and public computing stations, and address preservation and copyright issues. The MDL will work with faculty to promote the use of media in instruction and research, collaborate with subject bibliographers and reference librarians in the development of nonprint collections and their use, and offer instruction in the use of nonprint, electronic, and World Wide Web resources. As a member of the Librarians Association of the University of California (LAUC), the MDL will participate in other University Library and systemwide activities as well as in professional organizations of media specialists.

QUALIFICATIONS: REQUIRED: ALA-accredited graduate degree (or equivalent degree); strong computer and technical abilities; good communication and presentation skills; ability to work flexibly in the rapidly changing environment of nonprint resources and reference services; strong commitment to public service in an academic environment; and excellent organizational skills.

PREFERRED: Demonstrated experience with nonprint media and Internet resources. Supervisory skills and experience. Graduate degree or equivalent background in one or more of the following areas: music, performing arts, film, video, television, or instructional technology. Experience with development of websites and multimedia presentation software.

THE CAMPUS, THE LIBRARY AND MEDIA SERVICES: One of the nine campuses of the University of California, UCSC is nestled within 2,000 acres of redwood forest and meadows, overlooking the Monterey Bay National Marine Sanctuary on California's beautiful central coast, about 70 miles from San Francisco and 30 miles from the Silicon Valley. The Campus enrolls over 10,000 students, of whom 1,000 are graduate students. The library collection of more than 1 million volumes is growing at a rate of 30,000 volumes annually. The library has a staff of 140, of whom 31 are librarians. The Media Center is one of five units within the University Library's Media Services section which support media usage, research, and classroom instruction. Media Services staff provide and repair equipment, acquire and process nonprint resources, design and technically maintain campus classrooms, promote teaching excellence, support distance learning, and produce and provide multimedia products for instructional use. The Media Center's collections include 2600 CDs, 2000 video and interactive laserdiscs, 10,000 LP records, and 300 interactive CD-ROM titles and interface with CRUZCAT, UCSC's online public access catalog. Cataloging and circulation recordkeeping are managed by the library's integrated online system.

TO APPLY: Applicants should supply a letter of application which includes a complete statement of their qualifications, a resume of their education and experience, as well as three letters of reference who refer to the candidates' qualifications specifically related to the position posting. Referees should include their name, address, e-mail address, and telephone numbers.

All letters and documents will be treated as confidential documents and should be addressed to:

Kate McGirr
AUL-Human Resources, University Library
University of California, Santa Cruz
1156 High Street
Santa Cruz, CA 95064
Phone: (831) 459-2076
Fax: (831) 459-8206
e-mail: liboff@scilibx.ucsc.edu

Please refer to position T98-49 in your reply. For further information, visit the UCSC Library at: <http://www.ucsc.edu/library> and Media Services website at: <http://media.ucsc.edu>

Closing date: The deadline for application is **August 16, 1999.**

UCSC is an affirmative action/equal employment opportunity employer.

EXECUTIVE DIRECTOR

Historic New Orleans Collection

The Kemper and Leila Williams Foundation, d/b/a The Historic New Orleans Collection (THNOC), seeks a dynamic, growth-oriented, highly motivated Executive Director, who will have responsibility for all functions and personnel (40 full-time equivalents) of THNOC and who will report directly to its five-person board.

THNOC, a museum/research center dedicated to the history of Louisiana and New Orleans, is a well-endowed private operating foundation that has been in existence for over 30 years and currently has a \$5 million annual operating and capital budget. THNOC's collection consists of maps, documents, books, furniture, art, and objects reflecting the history of Louisiana, and especially New Orleans.

The collection is housed in a complex of beautifully restored buildings located primarily in New Orleans' French Quarter and is open to the public for research, viewing of exhibitions, and tours of its house museum. THNOC also sponsors historical symposia and publications, alone and in conjunction with others.

The applicant should have a doctorate degree (or equivalent) and at least 10 years' experience in an academic, museum, or history-related endeavor including administrative and budgeting responsibilities. The applicant must have the demonstrated abilities and skills to enhance the Collection by acquisition and donation and to build upon and expand the successful existing programs to achieve national and international repute for the institution.

The Executive Director presents THNOC through writings and public appearances, develops relationships with historical and preservation organizations and serves on committees of organizations, consistent with THNOC's mission. Knowledge of Louisiana/New Orleans history is preferable. It is anticipated that the successful candidate will command a base salary in excess of \$100,000, plus generous benefits.

Nominations are welcomed. Applications must be received no later than **August 31, 1999**. THNOC reserves the right to terminate or extend the search at its discretion. An application shall consist of a cover letter, resume, and three references (including addresses, phone numbers, and fax numbers). Applications, or requests for additional information, should be addressed to:

Charles A. Snyder
909 Poydras Street, Suite 2300
New Orleans, LA 70112-1010

THNOC is an equal opportunity employer.

position is filled. Application procedure: Send letter of application, resume, and the names, addresses, telephone numbers, and e-mail addresses of three current professional references to: Linda DeBeau-Melting, Libraries Human Resources Office, 499 Wilson Library, University of Minnesota, 309 19th Ave. So, Minneapolis, MN 55455. Please identify the application with UL#99. 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.

ELECTRONIC REFERENCE SERVICES COORDINATOR. \$32,510-\$50,755. Position #00059. The Library of Virginia's Reference Services Branch seeks an experienced reference librarian with expertise in electronic information resources to provide leadership in planning, evaluating and selecting these resources in order to provide specialized information services to the Governor's Office, the General Assembly, state government officials, and individual researchers and to coordinate the maintenance of public access workstations in the Library's Reading Rooms. The successful candidate should be public service oriented, innovative and flexible, able to set priorities, and to work both independently and as part of the Reference team. Qualifications include an MLS from an ALA accredited school, progressive professional library reference experience, extensive knowledge of electronic information resources and technologies and library

reference theory and practice. Experience with integrated library systems, networked environments, knowledge of computer hardware and software applications. Effective communication, interpersonal skills, and strong public service are crucial. Experience with HTML preferred. To apply, submit a completed Virginia Employment Application Form by 5:00 p.m. on Friday, July 9, 1999, to: Patricia Ann Browne, The Library of Virginia, 800 E. Broad Street, Richmond, VA 23219; Phone: (804) 692-3586; FAX: (804) 692-3587. Must pass a security check. For more details, see the LVA website at www.vsla.edu, then click on Employment Opportunities. An EEO/AA/ADA Employer.

HEAD INFORMATION SERVICES. University of Houston Libraries. Responsibilities: Provides leadership and management for services and staff of the Information Services Department. Supervises and evaluates nine librarians and six staff responsible for departmental services, including reference desk service, electronic resources and services, library instruction, and government documents. Qualifications: Master's degree from an ALA-accredited library school required. Minimum of three to five years of successful management experience in library public services, particularly reference. Demonstrated success in supervision, planning, innovation, and the use of technology to meet the needs of library users. Effective reference, instructional, and user-education skills; strong commitment to services for undergraduates, graduates, and faculty; demonstrated excellent communication skills; ability to work well in teams as well

ASSOCIATE UNIVERSITY LIBRARIAN, INFORMATION AND RESEARCH SERVICES

University of California, Santa Barbara

The University of California, Santa Barbara, one of the nine campuses of the University of California system, is seeking an Associate University Librarian, Information and Research Services. UC, Santa Barbara occupies a picturesque 989-acre palm and eucalyptus lined plateau overlooking the Pacific Ocean. UCSS joined the University of California system in 1944. It is ranked as a category I research university by the Carnegie Commission, and is an elected member of the Association of American Universities. Offering a full range of undergraduate and graduate degrees, the campus serves 18,000 students and has 900 full time faculty, including many members of leading academic societies as well as fellows and winners of national academic honors. The library is a member of the Association of Research Libraries, the Center for Research Libraries, and the Online Computer Library Center The library is also a participant in the California Digital Library and a recipient of research grants from government and other sources.

RESPONSIBILITIES: The AUL, Information and Research Services serves as a member of the Library Executive Committee reporting directly to the University Librarian. The AUL has line responsibility and provides leadership and management support for Reference and Instruction Services, Special Collections, Access Services Science and Engineering Library Map and Imagery Laboratory, and the Arts Library- The Division of Information and Research Services includes approximately 27 academic librarians and ES staff employees.

The AUL chairs the Information and Research Services Group responsible for the planning Policy-making, program direction, and the development and evaluation of public and research services for the library system. The incumbent has responsibility for continually improving services, providing leadership in the introduction of new services, and adapting policies and procedures in response to meeting the evolving needs of the information services environment The incumbent coordinates budget and space planning for the Information & Research Services Group, which includes research grants, and off campus storage facilities. As the UCSE library moves through a period of organizational development this position will be expected to play a library-wide role in integrating and evaluating library services.

The incumbent works with the librarians and staff to design and develop programs and services that support the teaching and research activities of faculty, students, and staff. She also serves as a member of the University of California, Heads of Public Services, and is actively involved with the California Digital Library, a collaborative effort responsible for building shared digital collections and access services to meet the research needs of all UC campuses.

QUALIFICATIONS: MLS from an ALA-accredited program and substantial experience in public service positions. Demonstrated successful administrative and management experience with diverse user service units. Demonstrated decision making and planning skills are required. A commitment to service is essential. The ability to establish and maintain effective working relationships with colleagues, faculty, and staff in a complex and rapidly changing environment The ability to work effectively in a team environment. Excellent oral, written, and interpersonal communication skills. Additional desirable qualifications include: knowledge of Special Collections and consortial issues; awareness of trends in electronic and digital resources and the impact of technology on libraries as well as experience with current and developing information services; record of leadership and achievement in the profession and a commitment to fostering the professional development of others; and a strong commitment to diversity.

HIRING RANGE: \$65,000 to \$90,000 based on qualifications and experience. Consideration of applications begin **August 15, 1999**, and continue until the position is filled.

Send resume and names and addresses of three references to:

**Detrice Bankhead
Associate University Librarian
Personnel, Davidson Library
University of California, Santa Barbara
Santa Barbara, CA 93106**

Visit our home page at <http://www.library.ucsb.edu>

An equal opportunity/affirmative action employer.

CURATOR, MODERN LITERATURE COLLECTION/MANUSCRIPTS

Washington University in St. Louis
Olin Library System

The Special Collections of Washington University Libraries in St. Louis is seeking a talented, dynamic, creative, service-oriented individual to serve as Curator, Modern Literature Collection Manuscripts. The Special Collections Department is made up of three units (Rare Books, Manuscripts, and University Archives) and is a partner in funding the Program for the Illustrated Book, including a printing studio, with the School of Art. Collaborative efforts with University faculty are a high priority; in addition, the successful candidate will be participating in planning for a new Special Collections facility. Special Collections houses approximately 50,000 printed volumes of rare books and modern literature, and an extensive collection of manuscripts of more than 75 major British and American writers of the 19th and 20th centuries. Of particular note in the modern literature collection are collections for Samuel Beckett, James Merrill, and May Swenson, and St. Louis authors Howard Nemerov, William Gass, Stanley Elkin, Donald Finkel, Mona Van Duyn, Constance Urdang, and John N Morris. The URL for the department web site is: <http://library.wustl.edu/Units/Spec>.

RESPONSIBILITIES: The Curator is responsible for building, promoting, and administering the Modern Literature Collection. With the Head of Special Collections, the Curator will plan for the maintenance of existing research collections and help establish new directions for the Modern Literature Collection. The Curator is responsible for developing and providing finding aids and works with other department staff to ensure that all users' needs are met, and serves as Acting Head of Special Collections in the absence of the Head. The Curator also has collection development responsibilities to the American literature portion of the circulating collection in Olin Library. In addition, the Curator is expected to actively participate in planning and carrying out department outreach activities, including lectures, symposia, and readings sponsored by Special Collections.

EDUCATION QUALIFICATIONS: A Master's degree is required, either MLS from an ALA-accredited school or MA in English or Comparative Literature; prefer both. Subject expertise in contemporary American and British literature. Evidence of written and oral communication skills. Experience: Special Collections experience required. Manuscript reference experience helpful. Collection development experience preferred. Knowledge of manuscript cataloging procedures preferred. Experience with automated procedures, including AMC formats, HTML, and EAD, desirable. Familiarity with rare book and manuscript trade preferred. Salary range: \$32,000-\$39,000.

For full consideration, applicants should send a letter of application, resume and the names of three references to:

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

Position will remain open until filled. Employment eligibility verification required upon hire. Washington University is an equal opportunity/affirmative action employer.

as in individual situations. Experience with electronic databases and Internet resources. Salary: \$50,000 depending on qualifications. Comprehensive benefits package; choice of retirement programs including TIAA-CREF; no state or local income tax. Please review our more detailed position descriptions and information about the University of Houston at <http://info.lib.uh.edu/local/positions.htm>. Application deadline: Applications will be accepted for both positions until filled. Send letter of application, names of three references, and resume to: John Lehner, Library Human Resources Director, M.D. Anderson Library, University of Houston, Houston, TX 77204-2091. The University of Houston is an equal opportunity, affirmative action employer. Minorities, women, veterans, and persons with disabilities are encouraged to apply.

HEAD LIBRARIAN. Bowling Green State University is seeking innovative and dynamic applicants for the Head Librarian, Science Library position to

lead, administer, and ensure the effectiveness of the services and operations. Primary responsibilities include planning, designing, implementing, and evaluating electronic initiatives in collaboration with colleagues; supervising faculty and staff; developing, planning, and providing reference service (including evenings and weekends) and library user education; overseeing collection development; developing strong relationships with faculty in the sciences to ensure that services meet teaching and research needs; and participating in library-wide management through service on committees. Required qualifications: ALA-accredited MLS; at least two years of academic library or equivalent experience; demonstrated ability to coordinate programs and services; evidence of successful management, supervisory, and instructional experience; knowledge/background in the sciences and familiarity with scientific materials and electronic resources; innovative leadership skills; excellent oral and written communication skills; ability to work independently as well as part of a team; and a strong

FOUR POSITIONS AVAILABLE

Loyola University Chicago

1) BUSINESS REFERENCE LIBRARIAN/BIBLIOGRAPHER (REPOSTED)

Lewis Library. Provides reference service and library instruction for graduate and undergraduate programs in the Schools of Business and Social Work, Workplace Studies, and Criminal Justice, as well as programs supporting general undergraduate studies. Serves as bibliographer and faculty liaison to at least one of the above departments. Reports to the Head of Lewis Library. Salary: minimum \$30,000. Qualifications: Required: ALA-accredited MLS; academic background and/or experience in business or social sciences; experience in providing traditional and electronic reference services and/or collections management in an academic or special library; WWW expertise; excellent communication and interpersonal skills. Desired: experience teaching information literacy and library skills in classroom and workshop settings, WWW authoring and design skills.

2) HEAD OF THE MALLINCKRODT CAMPUS LIBRARY

Responsible for overall management and development of the Mallinckrodt Library, which serves the School of Education and related distance learning programs. The campus is located in Wilmette, Illinois, 20 miles north of downtown Chicago. Responsibilities include: supervision of 3.5 FTE professional and support staff and a number of student assistants; budget management; strategic planning and project management; marketing of library services; service on library and university committees. Oversees reference, library instruction, and distance learning services. Serves as a collection development librarian and faculty liaison for education collections. Reports to the Assistant Dean for Information Services and Collection Development. Salary: minimum \$40,000. Qualifications: Required: ALA-accredited MLS; three years of professional experience in an academic library, including supervisory experience; academic background and/or experience in the field of education; knowledge and enthusiasm for new technologies; excellent communication and interpersonal skills; strong commitment to public service. Desired: Collection development experience; experience with distance education.

3) INTERLIBRARY LOAN LIBRARIAN

Responsible for interlibrary loan operations at four libraries on three campuses. Manages and supervises daily interlibrary borrowing and lending operations at Cudahy Library and coordinates the ILL operations at Lewis, Mallinckrodt, and Science Libraries. Supervises one full-time staff member and 2.5 FTE student workers, coordinates the ILL work of three staff at the branch libraries, and is responsible for the user services offered by the ILL unit. Provides leadership in evaluating, recommending, and implementing the use of new technologies in the provision of these services and acts as the Libraries' liaison for consortial resource-sharing efforts at the state, regional, and national levels. Reports to the Head of Access Services and plays a major role in the overall management of the Access Services Department. Salary: minimum \$37,000. Qualifications: ALA-accredited MLS; three years of professional academic library experience; strong customer service orientation; excellent oral and written communication skills; strong interpersonal skills; commitment to the service and educational roles of academic libraries; supervisory/managerial experience; knowledge of OCLC and other electronic resources; and familiarity with client-initiated document delivery services.

4) SCIENCE REFERENCE COORDINATOR/BIBLIOGRAPHER

Coordinates and promotes reference services and electronic resources in the sciences, including scheduling, training, and supervising student reference assistants. Serves as bibliographer and faculty liaison to three science departments. Teaches library workshops and course-based user education sessions. Reports to the Head of the Science Library. The Science Library serves the Departments of Biology, Chemistry, Mathematics and Computer Sciences, Natural Sciences, Physics, Psychology, and the School of Nursing. Salary: minimum \$30,000. Qualifications: Required: ALA-accredited MLS; academic background and/or experience in the sciences; experience in providing traditional and electronic reference services; WWW expertise, including authoring and design; excellent communication and interpersonal skills. Desired: experience teaching information literacy and library skills in classroom and workshop settings; collection development experience.

The Loyola University Chicago Library system has over 1.7 million volumes in 7 libraries and an FY'99 collection budget of over \$5 million. Benefits include 20 days' vacation, full tuition benefits, TIAA/CREF, and standard medical/dental plans.

Review of applications will begin **August 1, 1999**; applications will be accepted until positions are filled. For more about Loyola, visit <http://www.luc.edu>. Qualified applicants should send letter of application specifying the position, a resume, and contact information for three references to:

Edward A. Warro
Dean of Libraries
Loyola University Chicago
25 E. Pearson
Chicago, IL 60611

Loyola University Chicago is an affirmative action, equal opportunity educator/employer.

PUBLIC SERVICE LIBRARIAN

Florida Gulf Coast University

FGCU Library seeks an energetic and knowledgeable librarian to join an enthusiastic public service team. FGCU is located on the Southern Gulf Coast of Florida on the edge of the Everglades in a rapidly growing area with a range of cultural and recreational opportunities in Fort Myers & Naples. FGCU emphasizes service to the community and environmental consciousness in a high-tech environment. Check us out at <http://library.fgcu.edu/>

All public service librarians provide general reference, participate in the Library's information literacy program, serve as liaison to academic departments, develop print and electronic instructional materials and participate in faculty governance. The successful candidate will possess creativity, flexibility, and initiative; be comfortable in a team-based management structure; and exhibit high-tech skills in an organization committed to student-centered teaching and learning.

REQUIRED: ALA-accredited MLS by September 1999. Demonstrated ability to use technology, especially web resources, strong commitment to public service, and the ability to apply teaching skills effectively.

SALARY AND BENEFITS: Appointment will be made at a faculty rank and salary commensurate with the candidate's experience on a 12-month, multiyear appointment basis. Instructor: \$28,000 minimum; Assistant University Librarian: \$30,000 minimum; Associate University Librarian: \$32,000 minimum; University Librarian: \$34,000 minimum.

HOW TO APPLY: There is no formal application form. To apply, submit two packages, each with a letter of interest, resume, and a list of five references postmarked by **July 30, 1999**, to:

**Florida Gulf Coast University
Dir. Human Resources, Pos. #10174,
10501 FGCUBldv. S.
Ft. Myers, FL 33965-6565**

Finalists will be required to provide official transcripts. For additional info, call our jobline (941) 590-1111 or visit our website: <http://admin.fgcu.edu/hr/index.html>.

Under FL public records laws, applications will be made available upon request.

FGCU is an EO/EA/AAI which has a commitment to cultural, racial, and ethnic communities and encourages women and minorities to apply. It is expected that successful candidates share in this commitment.

commitment to serving diverse communities. Preferred qualifications: experience with network technologies and designing and creating web pages; a second master's degree in a life or physical science. Assistant Professor. Tenure-track, faculty position. Service and research required to attain tenure and promotion. Salary competitive, dependent on related experience. Anticipated starting date: October 1, 1999. BGSU is an AA/EEO employer and encourages applications from women, minorities, veterans, and persons with disabilities. Mail letter of application, current curriculum vitae, and the names, phone numbers, and addresses of three current references to: Beverly J. Stearns, Office of the Dean, 204 Jerome Library, **Bowling Green State University**, Bowling Green, OH 43403. Applications postmarked by August 13, 1999 will receive full consideration.

HEAD, LIBRARY USER EDUCATION PROGRAM. Washington State University, Pullman, Washington. Currently vacant. Incumbent will coordinate an expanding program of instruction that reaches over 6,000 students, faculty, and staff each year. The current program involves working with the university's introductory writing course; integrating instruction into writing-in-the-major courses as well as advanced writing courses offered by the Department of English; teaching Internet classes; collaborating with other departments such as English, General Education, and Student Advising and Learning Center; and offering a for-credit course in research and information literacy skills on campus as well as through the Extended Degree Program. Specific responsibilities: Provides the leadership, direction, and planning required for a creative, effective, and coordinated library user education program at WSU. In cooperation with library and teaching faculty, develops instructional programs and materials, in print and in electronic format. Teaches library instruction sessions. Serves as

a resource for library colleagues participating in library user education. Provides in-house training and workshops on a variety of instructional issues. Conducts needs assessment and evaluations of the instruction program. Develops effective outreach and publicity for the instruction program. Applies new instructional methods using a variety of technologies. Provides minimal reference service. Reports to the Assistant Director for Public and Research Services. Qualifications: Required: ALA-accredited MLS; a minimum of three years of library user education and/or academic teaching experience. Experience developing, coordinating, and assessing instructional programs. Demonstrated ability to collaborate effectively with library colleagues or other departmental faculty. Demonstrated experience integrating technology into instruction. Familiarity with current theory, practices, and issues related to library user education. Ability to work effectively in a collegial environment. Salary: From \$35,000 commensurate with qualifications and experience. Rank: Librarian 2; faculty status. Other benefits: TIAA/CREF, broad insurance program, 22 days' vacation and 12 days' sick leave per year. Send letter of application, resume, and names, telephone numbers, and complete mailing addresses of three references addressed to: Nancy L. Baker, Director of Libraries, **Washington State University Libraries**, PO Box 645610, Pullman, WA 99164-5610. Application review begins: August 16, 1999. Washington State University Libraries' home Page is: <http://www.wsulibs.wsu.edu>. WSU is an EEO employer. Protected group members are encouraged to apply.

HEAD OF PUBLIC SERVICES (CIRCULATION, INTERLIBRARY LOAN, RESERVES, PUBLIC RELATIONS). Wolfgram Memorial Library of Widener University is searching for a Head of Public Services to

LIBRARIAN, HEAD OF THE REFERENCE DEPARTMENT

California State University, Sacramento

California State University, Sacramento Library seeks a dynamic librarian to provide creative leadership for the Reference Department. This tenure-track position offers substantial opportunity for professional growth and development. This position reports to the Associate Dean, Public Services.

DESCRIPTION: The Head of the Reference Department is responsible for directing all aspects of department services, programs, operations, staff and budget. Develops strategic directions and visions for Reference and manages change effectively in a collegial manner. Fosters teamwork and professional development. Responsible for the quality and currency of the reference collection in all formats. Prepares department budget and reports. Assumes a prominent role in librarywide strategic planning and budgeting.

MINIMUM QUALIFICATIONS: ALA-accredited MLS or equivalent; substantial reference experience in an academic library; experience in selecting reference materials, including print and electronic resources; demonstrated ability to provide leadership in a collegial manner in an ever-changing environment; demonstrated ability to initiate, advocate, plan, and implement new information services, formats, and technology; a record of successful supervisory experience; excellent interpersonal skills and the ability to work effectively with a diverse population of faculty, staff, student, and community members; effective verbal and written communication skills; demonstrated experience with computer applications including electronic information resources and the Internet; successful experience providing instructional services; active involvement in professional activities and commitment to continued professional development; familiarity with current and emerging trends and issues in academic information services; ability to view issues from a librarywide perspective, foster teamwork and stimulate cross-functional collaboration.

PREFERRED: Advanced degree in subject area, preferably in the Humanities or Fine/Performing Arts; successful experience in grant writing; a record of scholarly contributions; successful teaching experience; and experience developing web pages.

APPOINTMENT: This is a full-time, twelve-month-tenure-track position. Appointment will be at the Senior Assistant or Associate Librarian rank, depending upon credentials and experience.

SALARY: Senior Assistant minimum: \$43,584; Associate Librarian minimum: \$50,124. California State University, Sacramento has an attractive retirement and benefits program.

APPLICATION PROCEDURES: Applications received by **August 1, 1999**, will receive first consideration. The position will remain open until filled. Send a cover letter describing interest and qualifications, a complete resume, and the names, addresses, phone numbers, and e-mail address of three professional references to:

Patricia Larsen
Dean and Director of the Library
California State University, Sacramento, Library
2000 State University Drive East
Sacramento, CA 95819-6039

Vacancy announcement and position description available electronically: request from Imjones@csus.edu.

CSUS is an affirmative action/equal opportunity employer.

direct the Library's Circulation, Reserves, ILL, and Public Relations program. The Head of Public Services reports to the Director, serves on the Library's Executive Committee. The Head of Public Services is responsible for the operations of the library's Circulation, Reserve, InterLibrary Loan, and Public Relations functions. The Head of Public Services reports to the Director of the Library, serves on the library's Executive Committee, and provides liaison support to one or more academic departments within the University. The Head of Public Services is a member of the library faculty and, as such, participates fully in the governance of the library. As a member of the Widener University faculty, the Head also participates fully in the governance of the University via faculty meetings and committee memberships. Qualifications: 1. Master's degree from an ALA-accredited program in library and/or information science; 2. Second subject master's highly desirable; 3. Minimum of five years' experience in a public services area (Circulation, Reserves, InterLibrary Loan) in an academic library; 4.

Supervisory experience (minimum 2 years) with both student and support staff; 5. Requisite computer experience includes word processing and spreadsheets; desirable skills include desktop publishing, database management, web authoring; 6. Ability to maintain appropriate standards and routines while being receptive to the special needs of a widely diverse clientele; 7. Ability to work cooperatively in a collegial environment. Please submit a letter of application to: Robert E. Danford, **Widener University**, Chester, PA 19013. A complete job description can be found at: <http://www2.widener.edu/Wolflgram-Memorial-Library/publicserv.htm>.

INFRASTRUCTURE TECHNOLOGY INSTITUTE INFORMATION SPECIALIST. (Grant-supported, full-time appointment, five-year term). Northwestern University Library. Responsibilities: Primary responsibility for providing library and information services for Northwestern University's Infrastructure Technology Institute (ITI). The information specialist will

HEAD OF THE GOVERNMENT DOCUMENTS LIBRARY AND ASSOCIATE PROFESSOR OF LIBRARY ADMINISTRATION

University of Illinois Library (U-C)

RESPONSIBILITIES: Reporting through the Central Public Services Division Coordinator to the Deputy University Librarian, the Head of the Government Documents Library is responsible for managing the staff, services, and collections of the Government Documents Library. The librarian provides dynamic leadership in planning, directing, and coordinating the activities of the unit, including developing responsive user services; building and managing the library's collection of print, microform, and electronic resources; insuring compliance with depository agreements; and supervising all Government Documents Library operations, including acquisitions, processing, and cataloging of Federal, Illinois, and United Nations documents. Provides documents reference service and participates in the unit's instructional program. Works closely with Library Systems to develop and support electronic access to government information. Serves as liaison with other University Library units and participates in systemwide committees. Works with affiliated departments in the University to assure that the Library's programs, services, and collections meet the needs of faculty and students. Represents the Government Documents Library in local, national, and international activities.

QUALIFICATIONS: Required: ALA-accredited MLS or equivalent. Minimum of five year's relevant professional experience in an academic or research library with at least two year's experience in a Federal Depository Library and at least two years of supervisory experience. Knowledge of the theory, principles, and practice of documents librarianship and experience with depository compliance. Knowledge of emerging trends in the publication and dissemination of government information. Demonstrated leadership skills, including ability to plan, organize, and manage change in a positive manner. Superior oral and written communication skills. Demonstrated record of developing and implementing effective, innovative user services. Ability to work cooperatively with colleagues, students, faculty, and staff in a complex, changing, and multicultural environment. Strong record of research and professional service. Ability to meet university standards for a tenured faculty appointment. Preferred: Proven skills in information and computing technology, including experience with electronic networking and website development. Desired: Second masters' degree in the social sciences or a related field. Experience with cataloging government documents in print and electronic formats.

SALARY AND RANK: Salary commensurate with credentials and experience for appointment as Associate Professor of Library Administration.

APPLICATION/DEADLINE: Send letter of application and complete resume with the names, addresses, and telephone numbers of five references to:

Allen G. Dries
University of Illinois Library
1408 West Gregory Drive
Urbana, IL 61801
Phone: (217) 333-5494

In order to ensure bill consideration, applications and nominations must be received by **July 30, 1999**.

AA/EEO

actively engage in outreach to the infrastructure community and aspire to national leadership in developing and implementing innovative methods for providing and sharing infrastructure-related knowledge. Assesses information needs in infrastructure and technology transfer, provides reference, document delivery, and outreach, and maintains Internet services for the Institute's researchers and the external infrastructure community. Provides support for the Institute's research needs by selecting appropriate electronic and print resources, conducting extensive literature reviews, and producing documents in the area of infrastructure and technology transfer; upgrades, updates, and maintains information on the ITI website: <http://iti.acns.nwu.edu/>; makes use of other electronic information services as appropriate; manages special projects; and provides extensive support and outreach to the infrastructure community at large. The information specialist will collaborate with the staff of Northwestern's Seeley G. Mudd Library

for Science and Engineering (SEL), Transportation Library, and Information Technology Division to provide these services. The information specialist will have additional responsibilities at SEL and the Transportation Library. The Infrastructure Technology Institute (ITI) was established in 1991 by the Intermodal Surface Transportation Efficiency Act, and is currently funded from a federal appropriation included in the 1998 Transportation Equity Act for the 21st Century. The libraries: The Seeley G. Mudd Library for Science and Engineering, <http://www.library.nwu.edu/SEL/>, where the ITI librarian will be located, contains research collections in civil engineering and other engineering areas and in the sciences, and it provides extensive electronic access to research materials in those fields. Its staffing includes three professional librarians and five FTE support staff. The nationally renowned Transportation Library, <http://www.library.nwu.edu/transportation/>, contains one of the largest transpor-



PUBLIC HEALTH/HEALTH POLICY LIBRARIAN

The New York Academy of Medicine

The New York Academy of Medicine, a private not-for-profit organization dedicated to enhancing the health of the public, is seeking a senior health sciences librarian to assist in the Academy Library's reference and research services.

RESPONSIBILITIES: The librarian will be the primary information researcher for the Divisions of Health & Science Policy and Public Health. The Divisions are the focal points for the Academy's research activities relating to the organization and financing of health care. They also conduct empirical research and sponsor conferences on important health policy issues. The librarian will also work with the Information Services and Informatics departments to create and develop information resources in the areas of public health and health policy including but not limited to Web information sources. S/he will conduct online searches and in-depth research for an active corporate clientele; provide general reference information assistance to members of the public in the only medical research library in New York City open to the public; and participate in departmental educational services programs to staff, public, and community organizations.

REQUIRED: MLS from an ALA-accredited institution. At least two years of relevant professional experience, including experience with online searching and the Internet. Knowledge of concepts in public health or health policy. Good project management skills and the ability to communicate with a diverse and broad range of clients. Outstanding oral, written, and interpersonal skills. Flexibility and the ability to work in a demanding, rapidly changing environment. Evidence of professional involvement and creative activities.

SALARY: Minimum salary \$38,000. Benefits: 35 hour week; 24 days' vacation; TIAA/CREF and additional benefits.

ENVIRONMENT: The Academy is actively involved in supporting and contributing to the medical communities of New York City and State, with ties throughout the country and the world. Academy Divisions are active in medical research, publishing, outreach and education. The Academy Library is a valuable resource to the work of the Academy and the medical communities in New York and throughout the world, and maintains its own outreach and education programs in support of the Academy's mission. The Library maintains approximately 700,000 volumes, including 30,000 rare books and manuscripts, and 1,500 serial subscriptions, and is the only medical library in New York open to serve the needs of the public. The Library is also home to the Regional Medical Library of the Middle Atlantic Region, the newly formed Center for Evidence-Based Medicine and the Junior Fellows program, an exploratory health sciences program for junior high students.

DEADLINE: Closing date: **July 20, 1999.** Applications reviewed as received.

APPLY TO:

**Kathel Dunn
Head of Public Services
The New York Academy of Medicine
1216 Fifth Avenue
New York, NY 10029
kdunn@nyam.org**

For more information about the New York Academy of Medicine, visit the Academy's website at <http://www.nyam.org/>.

The New York Academy of Medicine is an equal opportunity/affirmative action employer.

tation collections in the country, emphasizing management, operations, finance, planning, regulation, and safety. Its staffing includes four professional librarians and four FTE support staff. Qualifications: Master's degree from an ALA-accredited program in library science or an advanced degree in information technology, engineering, or related background. Minimum of three years' professional library or knowledge provision experience in an academic, government, consulting, or special library setting, demonstrated analytical ability, highly developed communication skills, solid World Wide Web development, online searching and PC skills; be eager to work in an entrepreneurial environment and become a leader in disseminating information to the infrastructure community. Supervisory experience is desirable. Salary: \$35,000 mini-

mum, depending on qualifications and professional potential. Full benefits package including 23 vacation days, comprehensive health care, TIAA/CREF, and continuing educational and professional growth opportunities. The University is seeking to attract an outstanding individual for this position and has substantial flexibility in a hiring salary. To apply: Send letter of application and resume, including names of three references, to Peter J. Devlin, Personnel Librarian, **Northwestern University** Library, 1935 Sheridan Road, Evanston, IL 60208-2300 or libpers@welles.library.nwu.edu. Applications submitted by August 15, 1999 will be given first consideration. Northwestern University is an equal opportunity/affirmative action employer. Employment eligibility verification required upon hire.

UNIVERSITY LIBRARIAN

American University of Sharjah United Arab Emirates

The American University of Sharjah invites applications for the position of University Librarian. The University Librarian reports directly to the Vice Chancellor of Academic Affairs.

RESPONSIBILITIES: The University Librarian leads a staff of ten, including three professional librarians. The University Librarian provides overall administrative guidance and leadership in strategic planning, needs assessment, evaluation of service quality, budget preparation, and policy development. The University Librarian has direct supervision of the heads of public and technical services as well as an administrative assistant. The University Librarian takes the lead in articulating library services with the mission and goals of the university, and works closely with the faculty Library Committee and the deans and liaisons of the schools of Architecture and Design, Arts and Sciences, Business, and Engineering. The University Librarian plays a key role in developing cooperative sharing agreements with local academic libraries, and in preparing the new library for a favorable accreditation review.

QUALIFICATIONS: ALA-accredited MLS required. A minimum five years of management and supervisory experience in an academic library (preferably in a liberal arts setting). Evidence of successful and innovative administrative experience. Exceptional communication skills and ability to work effectively with students, faculty, and library staff. Excellent interpersonal, problem solving and planning skills. Experience developing and managing a budget. Commitment to user-centered service, a collaborative working environment, and flexibility and adaptability are paramount. Preferred: Experience working in a multicultural environment or in another country. Knowledge of or experience with systems implementation. Sense of adventure.

The American University of Sharjah is a nonprofit, coeducational institution of higher learning with over 1000 students from 40 different countries. The language of instruction is English. Baccalaureate degrees are offered in Arts and Sciences, Architecture and Design, Business and Management, and Engineering. The administrative team is from American University in Washington, D. C. Sharjah is in the United Arab Emirates, which enjoys a well-deserved reputation as a friendly and safe place to live. UNESCO chose Sharjah as the Cultural Capital of the Arab World for 1998.

The American University of Sharjah Library opened its doors in the fall of 1997. The staff is small and operates as a team, with everyone working in various aspects of both public and technical services. There is a commitment to user education and information literacy. The OLIB7 integrated library system has been implemented, and most of the 10,000 books acquired annually come shelf-ready with vendor-supplied MARC records. The Library is an OCLC member institution. The collection is primarily English language materials with a small Arabic component. There is a fast Internet link and an emphasis on licenses for remote electronic periodical indexes and full text journals.

SALARY AND BENEFITS: Salary is tax free and very competitive based upon qualifications and experience. The benefits include medical and dental insurance, on-campus furnished housing with utilities, air transportation from and to origination point for self, spouse, and up to 3 children, children's schooling, 45 days' (contiguous) paid vacation, holidays, and sick leave, and support for international business travel.

Review of applications will begin immediately and continue until position is filled. Please indicate in the cover letter if you are available for an interview at ALA from June 25 to 29. Send letter of application, vitae, names, addresses, and telephone numbers of three references to address below or by e-mail to tjohn@american.edu.

Thomas Johnson
Director, Sharjah Liaison Office
4400 Massachusetts Ave., NW
Washington, D.C. 20016-8173

MUSIC LIBRARIAN. The University of Alabama Libraries is seeking candidates for the position of Music Librarian. Responsibilities: Performs original and complex copy cataloging of music materials; establishes name, series, and uniform title authority records; assists with the formulation and review of policies and procedures in the catalog department and music library; works with interns from the School of Library and Information Studies; serves as selector for music materials for the collections and resource librarian for the faculty and students of the School of Music; provides bibliographic instruction in support of the University's music

programs; provides specialized reference assistance in music to the academic community; maintains close, cooperative working relationships with music library and humanities reference personnel; reports to the Head, Serials/Nonbooks Cataloging Unit of the Catalog Department. Qualifications: Required: MLS degree accredited by ALA. Undergraduate degree in music. Appropriate professional library experience, preferably at an academic research library. Familiarity with standard cataloging tools. Significant experience in using automated library systems such as Voyager and OCLC. Thorough knowledge of music resources. Excellent

DEAN OF LIBRARIES

University of Memphis

The University of Memphis invites nominations and applications for a visionary and energetic Dean of Libraries. Central to the academic and research environment is the University's libraries system, anchored by the beautiful \$26.5 million Ned R. McWhorter Library, which opened in 1994. The Dean is the chief administrative and academic officer of the University Libraries and reports directly to the Provost. Primary responsibilities are to assure that library system personnel work closely with faculty, students, and administrative personnel to integrate the library services with all of the University's academic and research activities. The Dean serves as chief advocate and spokesperson for the libraries and spearheads their teaching, research, and public service missions. The Dean is responsible for formulating policies, planning strategic decisions, budgeting, allocating resources, and supervising the faculty and staff.

The University is committed to its libraries system, which has an annual budget of almost \$6 million, and a faculty and staff of 104. The libraries contain more than 1 million print volumes, 2.7 million pieces of microformat, more than 8 million pieces of archival materials, 50 licensed databases, 200 federal databases, and full-text Internet access. The Library is a Government Publications Department of the U.S. Government Regional Federal Documents Depository for the State of Tennessee, and serves as a depository for all State of Tennessee documents. The McWhorter Library opened as a state-of-the-art facility with 152 individual study rooms, 22 group study rooms, 221 computer work stations, and wiring for 300 more.

Located in a beautiful residential area of Memphis, Tennessee, the University of Memphis provides innovative educational services for more than 20,000 undergraduate and graduate students and fosters diverse research and outreach opportunities. The University of Memphis Libraries System includes the McWhorter Library and five branch libraries: Audiology and Speech, Language Pathology, Chemistry, Mathematical Sciences, Music, and Earth Sciences. It provides services to the Graduate School, the Humphreys School of Law, the University College, the Loewenberg School of Nursing, the School of Audiology and Speech-Language Pathology, and five colleges that offer undergraduate and graduate programs including the College of Arts and Sciences, Fogelman College of Business and Economics, the College of Communications and Fine Arts, College of Education, and the Herff College of Engineering.

For more information, visit the University website at www.memphis.edu.

The successful candidate for the Dean's position must hold a master's degree in library science from an ALA-accredited institution, with additional advanced degree(s) preferred. Critical is a vision to identify and develop state-of-the-art information technologies and integrate these with traditional library collections and services. The Dean should possess excellent oral and written communication skills. The successful candidate should have a record of progressively responsible administrative experience in an academic or research library, with skills in setting priorities and long-range goals. The applicant should have an outstanding academic record that would warrant appointment as a full professor.

Salary is competitive and commensurate with qualifications. Review of applications will begin **October 1, 1999** and will continue until the position is filled. The anticipated start date for the successful applicant is the first quarter of 2000. The University is committed to Affirmative Action and encourages applications from women and minority candidates. Applicants should send a letter describing their qualifications and relating them to the U of M position, a curriculum vitae, and the names, addresses, telephone numbers, and e-mail addresses of five current references to:

Ralph Faudree
Chair of the Library Search Committee
University of Memphis
219 Mitchell Hall
Memphis, TN 38152

The University of Memphis is an equal opportunity employer that encourages excellence through diversity.

ACQUISITIONS AND SERIALS LIBRARIAN (search extended)

Lafayette College

Lafayette College seeks a creative and energetic librarian to manage the acquisition of all information resources and the cataloging of serial and electronic publications.

RESPONSIBILITIES: Manage the Acquisitions Department, including book expenditures, approval plans, and vendor selection, negotiation, and evaluation. Manage the Serials Department, including ordering and database maintenance. Catalog serial and nonserial electronic publications. Evaluate license agreements and technical specifications for electronic subscriptions. Participate in setting general policies and priorities for technical services. Serve as liaison to faculty for issues involving acquisitions and electronic access.

QUALIFICATIONS: ALA-accredited MLS or equivalent; knowledge of trends in access to digital information and in scholarly publishing; knowledge of MARC and AACR2; experience cataloging with a bibliographic utility; ability to work effectively in a changing environment and to provide leadership in matters relating to electronic access to information resources. Desirable: Familiarity with SGML, HTML, and emerging metadata standards; experience with budget management.

Lafayette College is a distinguished undergraduate institution with challenging, broad-based curricula in the liberal arts, sciences, and engineering. With endowment per student ranked in the top 2 percent of all U.S. colleges and universities, Lafayette can offer a small college environment with large college resources. The library strongly encourages and supports professional development, individual initiative, and innovative approaches to services. For more information, see <http://www.library.lafayette.edu>.

SALARY: Commensurate with qualifications and experience; excellent benefits, including college tuition support for children. Women and minorities encouraged to apply. For consideration, please send your resume and names of references (with phone numbers and e-mail addresses) to:

**Chair, Search Committee for Acquisitions and Serials Librarian
c/o Director of Libraries & Academic Information Resources
David Bishop Skillman Library
Lafayette College
Easton, PA 18042-1797**

Lafayette College is an Equal Opportunity Employer.

organizational, communication, interpersonal and computer skills; evidence of potential to meet University requirements for promotion and tenure. Preferred: Second master's degree in music and experience in cataloging highly desirable; experience in working with faculty and students and selecting library materials; reference experience; instructional experience; knowledge of one or more western European languages; experience with NACO authority work; website development skills. Library: The University maintains membership in the Association of Research Libraries, the Center for Research Libraries, the Coalition for Networked Information, SOLINET, and the Network of Alabama Academic Libraries. The Libraries employ the Endeavor Voyager Integrated Library System. The Libraries' website can be accessed at <http://www.lib.ua.edu>. Salary/benefits: 12-month tenure-track appointment at the Instructor or Assistant Professor rank, depending on qualifications. Minimum salary: \$26,000/Instructor and \$28,300/Assistant Professor. Strong benefits, substantial moving allowance may be available. To apply: Send letter of application, resume, and names, addresses, and phone numbers of three references to: Voni B. Wyatt, Personnel Officer, The University of Alabama Libraries, P.O. Box 870266, Tuscaloosa, AL 35487-0266. Applications received by August 20, 1999 are assured of receiving consideration. The University of Alabama is an equal opportunity/affirmative action employer.

PROSPECT RESEARCH AND RECORDS MANAGER. The St. Louis Science Center has an immediate full-time opening for a Prospect Research and Records Manager in their fast-paced Development Department. Bachelor's degree preferred, one to three years of research in fund raising, university or library setting. Proficiency and resourcefulness in locating relevant information from info management and research tech-

nologies, including online data retrieval services, the World Wide Web, CD-ROM sources, hard copy, and interviewing. Understanding of info management in database structure; experience in staff management and in providing resources to and supporting executive staff and volunteers. Knowledge of St. Louis community helpful. Must have the ability to persuade, be tactful and discreet while managing Science Center/Development business professionally and confidentially. Minimum starting salary \$28,000-\$30,000. Send resume and cover letter, or see our website at www.slsc.org. No phone calls, please. **St. Louis Science Center**, 5050 Oakland Ave., St. Louis, MO 63110, Attn: Human Resources/Prospect Manager.

PUBLIC SERVICES LIBRARIAN. Palmer College of Chiropractic is seeking a qualified professional to join our faculty in our David D. Palmer Health Sciences Library. Duties: Serves as primary reference librarian and supervises reference desk services; coordinates online search services; and coordinates bibliographic instruction services. Required: ALA-accredited M.S. Knowledge of reference service principles, online search services protocols, bibliographic instruction principles, and personnel management. Demonstrated skills in communication and interpersonal relations. Desired: Experience searching various online bibliographic databases and Internet-based information resources. This faculty status and rank appointment will be commensurate with experience and qualifications. Minimum salary: \$31,000. Submit cover letter, resume and salary history to: Tracy Burdick, **Palmer College of Chiropractic**, 1000 Brady Street, Davenport, IA 52803, or fax to 319-884-5802. Resumes will be accepted until the position is filled. EEO/Affirmative Action H/V Employer. Applicants selected for interviews who may require access accommodations are encouraged to contact the Human Resources Office.

ELECTRONIC RESOURCES LIBRARIAN

Wake Forest University Z. Smith Reynolds Library

(Salary range: \$30,000-\$46,311)

The Electronic Resources Librarian is a key member of the Information Services Team and serves as the lead librarian for electronic resources issues.

Primary responsibilities are:

- Research, review, recommend, and evaluate electronic resources for the collection; maintain usage statistics
- Develop electronic research guides and tutorials
- Select and compile Internet resources to be accessed from reference home page
- Create, develop, organize, and maintain web pages for reference department
- Serve as a lead trainer in the ThinkPad initiative; participate in planning, developing, and providing variety of computer training for faculty, staff, and students
- Oversee installation and maintenance of software and hardware in reference department
- Develop and recommend documentation for electronic policies and procedures
- Work closely with reference staff and technology team members in a cross-team environment
- Market electronic resources to faculty, students, and staff
- Provide reference and research assistance and bibliographic instruction to faculty, staff, and students; share in reference desk night and weekend staffing rotation

MINIMUM QUALIFICATIONS: Master's degree in Library/Information Sciences from an ALA-accredited school.

Several years of experience with:

- Wide range of electronic resources and related collection development
- Multiple software applications and network operating systems
- Creating web pages, using & selecting Internet resources, electronic publishing, HTML
- Training others in the use of technology
- Excellent communication skills, positive interpersonal and strong collaborative skills; initiative, flexibility, enthusiasm, and commitment to excellence in service.

This professional position carries excellent benefits including 22 days' vacation, health care, choice of retirement systems, and tuition benefits. Salary is commensurate with experience and qualifications.

The Z. Smith Reynolds Library enjoys strong support, with an operating budget of \$5 million. Over 1 million volumes are housed in the automated library, which has recently migrated to Endeavor's Voyager system. The library plays a lead role in the development and delivery of computer/information technology training on campus. Wake Forest University is a private liberal arts university consistently ranked among the nation's best schools and currently rated #3 by Yahoo in the list of most wired campuses. For more information about Wake Forest University, visit our website at www.wfu.edu.

To apply, send letter of application, curriculum vitae, and names, addresses, telephone numbers, and e-mail addresses of three references to:

**Director of the Library
Z. Smith Reynolds Library
Post Office Box #7777
Wake Forest University
Winston-Salem, NC 27109**

Position is available July 1, 1999. Closing date for applications is **August 15, 1999**.

Wake Forest University is an affirmative action, equal opportunity employer.

SCIENCE LIBRARIAN. The Noreen Reale Falcone Library, Le Moyne College, seeks a Librarian for the Sciences and Electronic Resources to share with six other librarians the operations of public and technical services. Responsibilities: As Librarian for the Sciences: provides specialized reference services for faculty and students; oversees the development and enhancement of collections and new services and programs; and provides bibliographic instruction, including the teaching of a scientific literature course. As Librarian for Electronic Resources: provides leadership in evaluation and selection; oversees implementation and access with Information Systems; coordinates staff training; and manages development

of the Library's web pages. With the other six librarians, provides general reference services and bibliographic instruction, including an introductory research skills course. Requirements: ALA-accredited MLS, undergraduate degree in a natural science (biology, chemistry, or physics) or comparable experience as a science librarian. Three years' experience (preferably post-MLS), including experience with electronic resources and database searching within the last two years. Instructional experience. Advanced skills in HTML, experience with networks, and knowledge of computer hardware and software applications. Ability to organize and manage multiple projects, to identify and resolve problems, to communicate clearly

CHAPMAN UNIVERSITY University Librarian

Chapman University seeks an energetic and visionary leader to serve as University Librarian. This position offers an opportunity for a talented library professional with strong academic interests, demonstrated skill in library administration and experience in fund raising to work with the university community in shaping the library for a successful and rapidly strengthening university of the twenty-first century. The successful candidate, in addition to directing traditional library services and collections, will have the opportunity to initiate ambitious programs to improve services, collections and facilities, and to continue the university's advances in integrating state-of-the-art information technologies in its library system. The new University Librarian, who will report directly to the Provost, can expect strong administrative support for initiatives to improve the library, as evidenced by the current capital campaign giving the library the highest fund raising priority.

Chapman, an independent, comprehensive university offering undergraduate, masters and doctoral degree programs, is the premiere independent alternative to public institutions in Orange County, CA. The university, with a strong track record of planned growth while maintaining an excellent academic reputation, is an exciting, dynamic environment where people of talent, vision and integrity are able to contribute substantively to the future of the institution. The Orange campus located 30 miles southeast of Los Angeles in a culturally diverse community, serves approximately 2500 undergraduate and 1000 graduate students, while twenty Academic Centers throughout the western U.S. serve approximately 3500 students primarily in professional graduate programs.

Qualifications: A.L.A. accredited M.L.S. and master's degree in an academic discipline is required; Ph.D. preferred. Also required: demonstrated experience in academic library administration and the use of information systems in support of library functions. *Recommended:* experience providing library support to a diverse student body, a significant fund-raising record, including extra-mural grants, and evident ability to articulate a coherent vision of an academic library to a wide audience. The successful candidate will demonstrate exceptional communication skills, experience in collection development and the ability to respond to student and faculty needs in a growing university.

Responsibilities: The University Librarian provides leadership, supervision and budgetary oversight in all aspects of the university library, including (i) developing, communicating and implementing a vision of the library and a strategic plan for the library within the context of the university's strategic plan, (ii) acquiring resources, including extra-mural grant writing and private fund raising, needed to support library programs and facilities, (iii) planning, with active engagement of the faculty, for curricular and programmatic needs, (iv) coordinating efforts with the Office of Academic Computing to meet the information technological needs of students and faculty, (v) developing special collections, (vi) staffing of the library, (vii) overseeing an extensive inter-campus library information systems network.

Applications and nominations: Nominations are welcome. Review of candidates will begin immediately and will continue until the position is filled.

Submit cover letter, resume, evidence of qualifications, and a list of four references (including telephone numbers and e-mail addresses) to:

Advanced Information Management
Chapman University Library Committee
900 Wilshire Blvd., Suite 1424
Los Angeles, CA 92866

E-mail inquiries may be made to aimusa2@ix.netcom.com ATTN: Chapman.
See <http://www.aimusa.com> for further information about AIM.

DEAN OF UNIVERSITY LIBRARIES

Clarion University of Pennsylvania

Clarion University of Pennsylvania invites applications for the position of Dean of University Libraries. Committed to a strong teaching mission complemented by research and service, Clarion University takes pride in the accomplishments of its students who graduate from programs recognized for quality and earning the most prestigious accreditation including AACSB, ALA, AOTA, ASHA, NASM, NCATE, and NLN. Located in scenic northwestern Pennsylvania, the university is one of fourteen in the Pennsylvania State System of Higher Education and enrolls approximately 5900 students who attend classes on two main campuses and at various distance education sites. Services from the University Libraries are coordinated through the Carlson Library on the Clarion campus and the Suhr Library on the Venango campus 30 miles away. The University Libraries employ 27 full time faculty and staff who provide an extremely active program of library instruction and information support services and who work cooperatively with university faculty to develop, maintain, and make accessible collections of 350,000 monographs, 700 hard copy serials, and over 7000 full-text journals. University faculty and staff are represented by collective bargaining agreements.

The Dean has overall responsibility for the collections, programs, and services of the libraries. Because both Computing Services and the Libraries report to Academic Affairs, these units have exceptional opportunities to collaborate in providing the campus with leadership in the development and implementation of information services supporting academic programs, distance education, and instructional technologies for all university programs. The position reports to the Provost, serves on the Council of Deans, and represents the Libraries at the State System level.

Required: At least five years of recent successful upper-level administrative experience in libraries (academic preferred), supported by strong academic credentials, including an ALA-accredited MLS or foreign equivalent; (a doctorate in a library/information science or related field is strongly preferred but not required). Documented professional involvement; experience in visioning and implementing technology and innovative initiatives in libraries and in managing personnel and budgets; proven leadership, communication, planning, and consensus building skills; demonstrated commitment to shared decision making and governance; demonstrated supervisory experience; ability to be an articulate advocate and spokesperson for the libraries; experience in attracting financial and other support for libraries; commitment to expanding diversity in the university community; and completion of a successful interview.

Desired: Experience in library renovation and/ or construction projects.

Clarion University is building a diverse academic community and encourages people of color, women, veterans and persons with disabilities to apply.

Salary and benefits are competitive. Candidates should send a letter of application articulating their philosophy of library service and how they view their role in relation to university students and faculty, staff of the library, technological innovation, and the university's Computing Services division. Also supply a vita and names, addresses (including e-mail) and telephone numbers of three references to:

William Buchanan
Search Committee Chair
c/o Provost's Office
Clarion University of Pennsylvania
Clarion, PA 16214

Consideration of applications will begin **August 16, 1999**, and continue until the position is filled.

AA/EOE.

and effectively, to maintain effective working relationships with colleagues, students, and faculty, and to work well independently and within a team. Preferred: reference experience in a broad range of disciplines. Setting: Le Moyne College, a comprehensive college in the Jesuit tradition, is committed to academic excellence in both the liberal arts and professional programs. Enrollment: 2,440 FTE. The Falcone Library will be implementing a web interface for its catalog (III) and enhancing web access to electronic resources for all disciplines this summer. These changes are timed to take advantage of expanded access to electronic resources students will have through a port-on-every-pillow project this fall. Information about Le Moyne College can be seen at <http://www.lemoyne.edu>, and information about the Syracuse region at <http://syrahoo.com>. Salary: \$36,155 minimum for 12 month appointment as Librarian II. Excellent fringe benefit

package. Send letter of application, resume, and names/addresses/ telephone numbers of three references to: Lynn McMartin, Director of Human Resources, **Le Moyne College**, 1419 Salt Springs Road, Syracuse, NY 13214. Review of applications will begin July 6 and continue until position is filled. Applications will be accepted at the ALA Conference in New Orleans. Applicants invited to campus for an interview will be asked to give a 10-15 minute presentation. Le Moyne College is an equal opportunity employer and encourages women, persons of color, and Jesuits to apply for employment.

SERIALS LIBRARIAN. The University of Southern Indiana invites applications for full-time non-tenure-track position with library rank and faculty status beginning July 1, 1999. Responsibilities include oversight of all



REFERENCE LIBRARIANS

Pickler Memorial Library

Truman State University seeks to fill two Reference Librarian positions for the Pickler Memorial Library. General responsibilities include: providing general reference service to students and faculty, assisting them in the use of print and electronic reference resources; participating in the Library's instructional programs and developing teaching materials for traditional and electronic resources; participating in collection development and serving as liaison to faculty in assigned subject areas; and working with members of the Library staff to integrate new information technologies into the Library's strong public service mission. Includes staffing the reference desk some evenings, weekends and holidays on a rotating basis. One position involves interlibrary loan responsibilities.

Qualifications include MLS from ALA-accredited program and background in the liberal arts and sciences or business. Professional work experience in an academic library is strongly preferred.

Other qualifications include: excellent oral, written and interpersonal communication skills; knowledge of and interest in the creative use of technology in library instruction along with a demonstrated ability to teach; proven knowledge of a wide range of print, electronic and Internet-based reference tools; ability to work comfortably and flexibly in a computer-intensive environment on a variety of systems and to apply new information technologies in reference services; a strong commitment to service and teamwork; and the ability to work well with faculty, staff and students.

Truman State University is Missouri's public liberal arts and sciences institution. For more information visit the University's World Wide Web site at <http://www.truman.edu>.

Salary is commensurate with qualifications and experience. Candidates should submit a letter of application and resume; both undergraduate and graduate transcripts; and the names, addresses, and telephone numbers of at least three references to:

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

Review of applications will begin immediately and continue until the position is filled.

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

library serials; acquisitions and cataloging, claiming and holdings, problem resolution, planning, coordinating and supervising assigned staff. Evaluates potential and existing resources and shares responsibility for collection development. Participates in reference and instructional services. Requires MLS accreditation or equivalent; working knowledge of Internet and PC applications; experience with automated library systems such as Voyager; ability to work in complex, dynamic environment; effective oral and written communication skills with demonstrated flexibility, attention to detail, and strong service orientation. Academic library experience and OCLC experience preferred. Application review to begin July 6, 1999 and continue until position filled. Women and minorities encouraged to apply. Send letter of intent, resume, and the names/addresses of at least three professional references to: Ruth H. Miller, Director of Rice Library, University of Southern Indiana, 8600 University Boulevard, Evansville, IN 47712. Fax: (812) 465-1693. USI is an AA/EOE employer.

SYSTEMS & SERIALS LIBRARIAN. Palmer College of Chiropractic is seeking a qualified professional to join our faculty in our David D. Palmer Health Sciences Library. Duties: Acts as Systems Librarian for the Library's HORIZON automation management system; manages campus and internet networking access of the Library's database services; supervises the Serials Department and assists in supervision of the Technical Services Department when necessary; serves on the Reference Desk. Required: ALA-accredited MLS. Demonstrated knowledge of technical services principles and library systems protocols, demonstrated skills in communication, interpersonal relations and knowledge of personnel management. This faculty status and rank appointment will be commensurate with experience and qualifications.

Minimum salary: \$31,000. Submit cover letter, resume, and salary history to: Tracy Burdick, Palmer College of Chiropractic, 1000 Brady St., Davenport, IA 52803; or fax to (319) 884-5802. Resumes will be accepted until the position is filled. EEO/Affirmative Action H/V Employer. Applicants selected for interviews who may require access accommodations are encouraged to contact the Human Resources Office.

TECHNICAL SERVICES LIBRARIAN. Technical Services Librarian (12-month position). Dakota State University is seeking energetic, service-oriented individual to join a small team of forward-looking, dedicated librarians and associates. The University's mission emphasizes the use and integration of computer technology in all aspects of its curriculum. This unique approach has been recognized nationally and provides an exciting and innovative atmosphere for students, faculty, and staff. The Karl E. Mundt Library is a member of the South Dakota Library Network (SDLN), a statewide, multiple, integrated online library system. Responsibilities include administration and coordination of technical services in accordance with the goals of the library. Technical Services includes: acquisitions (including the management of license agreements for electronic resources), cataloging and database maintenance, serials, and collection management. Qualifications include ALA-accredited M.S. with relevant experience in technical serials preferred. Position is full-time, permanent, and tenure leading, with faculty status at the rank of instructor or assistant professor depending upon qualifications. Salary range is \$28,000-\$31,000 annually plus benefits package. For further information on DSU, visit our website at <http://www.dsu.edu>. For a complete position description, see our listing on http://www.departments.dsu.edu/jobs/tech_services.htm/. Re-

DEAN OF THE SCHOOL OF INFORMATION STUDIES

State University of New York at Buffalo

Applications and nominations are sought for the position of Dean of the School of Information Studies at the State University of New York at Buffalo, the only public member of the Association of American Universities (AAU) in New York and New England. The University at Buffalo is the largest and most comprehensive institution in the SUNY system, with an enrollment of over 25,000 students.

The School of Information Studies is a new academic unit, created through a merger of the School of Information and Library Studies, and the Department of Communication. The mission of the new School is to undertake teaching, research, and service dealing with the human aspects of information transfer at the personal, organizational, and societal levels. As information technology reshapes human institutions, the School of Information Studies will focus on the processes of seeking, finding, organizing, evaluating, and communicating information and knowledge. The founding Dean of the new School is expected to play a key role in defining and expanding its program.

Currently the School of Information Studies has 20 faculty. The School now offers a Bachelor of Arts in Communication, strong degree programs leading to the Master of Library Science and the Master of Arts, and a Ph.D. degree in Communication. A proposal is currently pending to add a Ph.D. in Information and Library Science. The School is expected to grow and add faculty as student demand increases. Areas where new program initiatives may emerge include: studying information technology as a social force; developing information services for people of all ages; investigating the changing meaning of community; understanding the new roles of libraries and information centers; studying the evolution of information policy in fields such as censorship, privacy, intellectual property, and information delivery systems; the organization of information; and the management of information service organizations. The School is expected to become involved with interdisciplinary curricular collaboration and shared research agendas affecting many schools and departments in the University, including Education, Geography, Design, Computer Science and Engineering, English, Cognitive Science, and the Arts. As the founding dean of the college, a leader is sought who has a broad conception of the role of Information Studies.

The School of Information Studies has, or participates in, several research centers. These centers include the Center for Applied Research in Library and Information Science, the Center for Computational Research (UB has one of the largest supercomputing facilities in the country), the Cognitive Science Center, and Integrated Digital Explorations in the Arts and Sciences (IDEAS). The University is also one of three universities participating in the National Center for Geographic Information and Analysis (NCGIA), and offers a multidisciplinary Integrative Graduate Education and Research Training Program in Geographic Information Science.

Qualifications: The successful candidate must possess an earned doctorate in a field relevant to the mission of the School of Information Studies, as well as experience or demonstrated potential in administration and a record of scholarship and teaching qualifying for an academic appointment with tenure at the rank of professor, management experience preferred. The Dean of SIS should have excellent communications skills; dynamic leadership abilities; and the vision to understand and anticipate the effects of information technology on society. The Dean should also demonstrate entrepreneurial ability, commitment to interdisciplinary thought and action, and a capacity to create productive partnerships across disciplinary and organizational boundaries.

Applications or Nominations: Candidates should submit a letter of application, a complete, up-to-date curriculum vitae, and the names, addresses, and telephone numbers, and Email addresses of five references. The Committee encourages letters of nomination.

The deadline for receipt of applications is **September 15, 1999**. Applications and nominations should be sent to:

Dean of the School of Information Studies Search Committee
George J. Lopus, Dean and Chairman
Millard Fillmore College
128 Parker Hall
State University of New York at Buffalo
Buffalo, New York 14214-3007

State University of New York at Buffalo is an affirmative action, equal opportunity employer applications from women and minorities are encouraged.

view of applications will begin July 1, 1999, and continue until the position is filled. Send letter, resume, and the names, addresses, and phone numbers of at least three current references to: Ethelle S. Bean, Director of the Library, Karl E. Mundt Library, **Dakota State University**, Madison, SD 57042-1799; fax: (605) 256-5208; e-mail: beane@dso03.dsu.edu. Disabled applicants are invited to identify any necessary accommodations required in the application process. TDD: 1-800-877-1113. EOE.

UNIVERSITY LIBRARIAN. University of Missouri-St. Louis. Position Description: The University of Missouri-St. Louis seeks an innovative leader to serve as University Librarian. The University Librarian is the chief administrative officer for campus libraries with collections of over 950,000 volumes, an annual budget of \$3.7 million, and 24 professional librarians and 39 support staff. The libraries comprise the Thomas Jefferson Library; the Education and Health Sciences Library; and the St. Louis Mercantile Library, the oldest cultural institution west of the Mississippi. The University Libraries also serve learners at distance sites. Candidates should have experience in academic or research library administration, including the development and application of web-based and other digital formats and their integration with traditional library resources. The University Librarian is a primary participant in the development of an integrated librarian consortium (MOBIUS) that will include the holdings of 51 academic libraries in the state of Missouri. MOBIUS currently consists of the University of Missouri-St. Louis, the three other campuses of the University of Missouri system, St. Louis University, and Washington University, with a combined virtual collection of approximately 9 million volumes. The University Librarian reports to the Vice Chancellor for Academic Affairs

and is responsible for library support of the University's instructional and research mission. Qualifications: Candidates must have a minimum of five years of progressively responsible administrative experience in an academic or research library and possess an ALA-accredited MLS degree. A second advanced degree in an academic discipline is preferred. Candidates must have excellent communication and interpersonal skills that will enable them to work with a diverse clientele of faculty, students, staff, and community patrons. Candidates must have demonstrated the capacity to develop and implement innovative strategies to enhance the services provided by libraries. Candidates should have a demonstrated record of effectiveness in attracting external funding, including philanthropic support. The successful candidate will have a clear vision of the library of the future. The University: The University of Missouri-St. Louis is a public, metropolitan, land-grant institution committed to basic and applied research, teaching, and service. With nearly 16,000 students and more than 900 faculty, UM-ST. Louis is the largest university in the region and the third largest in Missouri (URL: www.umsl.edu). Employment: The University Librarian holds a 12-month professional appointment in the university. Salary and benefits are competitive. Applications: Review of applications will begin August 15, 1999, and continue until the position is filled. Applications should include curriculum vitae and cover letter. Application by e-mail attachment in addition to hard copy is preferred. Send applications to: Jerry Durham, Chairman, University Library Search Committee, Barnes College of Nursing, **University of Missouri-St. Louis**, 8001 Natural Bridge Rd., St. Louis, MO, 63121; e-mail: jerry_durham@umsl.edu. The University of Missouri-St. Louis is an affirmative action, equal opportunity employer committed to excellence through diversity.

Late Job Listings

TECHNICAL SERVICES LIBRARIAN. **Dominican College**, San Rafael, California. Supervise cataloging/circulation assistants, manage Innopac, provide some reference/BI. Requires ALA-accredited MLS, minimum three years cataloging experience. Circulation and retrospective conversion experience desirable. See <http://www.dominican.edu/library/techservlib.html> for details.

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