

THE CLASSIFIED ADS

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

Rates: Classified advertisements are \$6.30 per line for institutions that are ACRL members, \$8.00 for others. Late job notices are \$15.25 per line for institutions that are ACRL members, \$18.00 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$275 to \$565 based upon size. Please call for sizes and rates.

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

JOBLINE: Call (312) 944-6795 for late-breaking job ads for academic and research library positions. A pre-recorded summary of positions listed with the service is revised weekly; each Friday a new tape includes all ads received by 1:00 p.m. the previous day. Each listing submitted will be carried on the recording for two weeks. The charge for each two-week listing is \$40 for ACRL members and \$45 for non-members.

Contact: Ted Bales, classified advertising manager, *ACRL News Classified Advertising Department*, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513; fax: (312) 280-7663; Bitnet: U38398@UICVM.bitnet

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.

COLLECTION WANTED

LIBRARY BOOK COLLECTION: Academic institution wishes to acquire all or major part of college library or current or recent library book collection, with emphasis on liberal arts, general sciences, social sciences, and business. Reply to: Barbara L. Bennett, Turks Head Bldg (Suite 1492), Providence, RI 02903.

POSITIONS OPEN

ACQUISITIONS/COLLECTION DEVELOPMENT LIBRARIAN, University Libraries, University of the Pacific. Responsibilities: reports to the Technical Services Librarian. Coordinates activities of Acquisition Department staff of 4 FTE, responsible for acquiring monograph and serials collections, using Innovaq system. Management of Collection Development program, including liaison system with campus faculty, policy development, and collection assessment. Develops

policies and procedures for the Acquisitions Department. As a department head, participates in discussions of library policies. Responsible for collection development in assigned subject areas. Qualifications: ALA accredited MLS. Two to five years professional library experience with at least two years acquisitions experience, preferably in an academic library. Required: Demonstrated supervisory skills; knowledge of acquisitions techniques and vendors; use of automated acquisitions/serials database. Demonstrated ability to lead a collection development program. Demonstrated skills in problem solving; listening, oral, and written communication skills; proven ability to work independently and cooperatively with patrons, colleagues, and staff. Commitment to library service and the profession. Appointment at the rank of assistant or associate professor. Rank, Salary: Salary from \$35,000 to \$40,000, depending on qualifications and experience. Librarians are expected to meet university tenure and promotion requirements. Twenty-four days of vacation, 11 holidays, TIAA/CREF, and generous benefits. Application: Send letter of application, resume, and the names, addresses, and phone numbers of three current references to: Jean Purnall, Associate Dean of Libraries, University of the Pacific, University Libraries, 3601 Pacific Avenue, Stockton, CA 95211. Applications will be accepted until the position is filled but those received by June 30, 1992, will receive first consideration. UOP is an equal opportunity, affirmative action employer.

ASSOCIATE DIRECTOR, Denison Memorial Library, University of Colorado Health Sciences Center. We seek a flexible and dynamic individual to oversee all library departments and coordinate daily operations. This faculty position functions with a high degree of autonomy and is the top administrative officer under the Director. Denison librarians will become non-tenure-earning faculty positions on July 1st, requiring new emphasis on collaboration beyond the library. Duties: responsible for all aspects of personnel management for both faculty and support staff; sets operational priorities, and allocates resources accordingly; prepares budgets and monitors expenditures; coordinates automated systems planning; develops policies and procedures. Required: ALA-accredited MLS, 5 years professional library experience, including 2 years supervision, planning, and budgeting, and 2 years experience in an academic health sciences library. Excellent communication and human relations skills. Salary from \$50,000. Application must be postmarked August 15, 1992, or earlier. Send letter of application, resume, and contact information for three references to: Debra Miller, Staff Assistant, Denison Memorial Library, University of Colorado Health Sciences Center, Box A003, 4200 E. Ninth Ave., Denver, CO 80262. The University of Colorado Health Sciences Center is committed to equal opportunity and affirmative action.

ASSISTANT DIRECTOR OF LIBRARY SYSTEMS. The Ohio Library and Information Network (OhioLINK) is seeking an Assistant Director of Library Systems to work closely with the Director of Library Systems and with personnel from OhioLINK member institutions in planning, implementing, and managing the OhioLINK project with a primary responsibility for database management. OhioLINK is a consortium composed of 15 public and 2 private universities and the State Library of Ohio. Each member institution is or will be implementing an Innovative Interfaces, Inc. integrated library system. Bibliographic records from the 18 institutions will be merged on and accessed through a central database. OhioLINK will also be providing central access to a variety of electronic databases (bibliographic and full-text), developing a statewide system for the delivery of documents in full-text and image format, and pursuing an ambitious software development plan for advanced workstation technology. The Assistant Director of Library Systems will serve as the OhioLINK Database Quality Coordinator for all databases loaded and maintained centrally. Duties include serving as the primary liaison between OhioLINK and database vendors, planning and coordinating all database processing and loading projects, establishing and overseeing standards for storing and accessing bibliographic information at the central database, and resolving conflicts between OhioLINK member institution databases and the central database. Qualifications: A Master's of Library Science from an ALA-accredited program and a minimum of 4 years of cataloging experience in a medium to large academic library is required. The candidate must also have experience in implementing integrated library systems and managing large database preparation or conversion projects. Experience with OCLC and knowledge of current cataloging standards is expected. The candidate is also expected to demonstrate excellent oral and written communication skills, and the ability to work successfully in group settings to facilitate discussion and build consensus. Familiarity with Innovative Interfaces, Inc. software is preferred. Salary: \$38,000-\$45,000 with a generous benefit package that includes health care, retirement,

vacation, and sick leave. Interested individuals should submit a resume and the names, addresses, and telephone numbers of three references to: Anita Cook, Director of Library Systems, OhioLINK, 1224 Kinnear Road, Columbus, OH 43212. Applications should be postmarked no later than June 30, 1992. OhioLINK is an EEO/AA employer.

ASSISTANT HEAD, Government Publications and Map Department. Administers U.S. Federal Depository collection, including selection of reference materials and publications not received through depository agreements. Utilizing a variety of specialized electronic and print resources, participates in provision of in-depth reference services, including bibliographic instruction, for federal, state, and international documents collections. Assists in planning and coordination of the Department's technical services operations, including cataloging of government documents in an online environment. Supervises 2 FTE paraprofessional staff. The Department is a designated depository for publications of United States Government (75%), State of Illinois, United Nations, and European Communities, and it also acquires materials from about 30 other international organizations. The collection contains approximately 250,000 volumes, 325,000 microfiche sheets, and 195,000 maps. Current federal documents are cataloged in NOTIS using OCLC records. The department offers reference service 63 hours per week. Staff consists of 3.5 FTE librarians, 3 FTE paraprofessional staff, and 130 hours per week of student assistance. Qualifications: MLS from ALA-accredited library school required. Academic background in social sciences preferred. A minimum of 2 years experience providing reference service for government publications and experience cataloging government publications required. Ability to work effectively in automated environment, including online catalogs, CD-ROMs, and local area networks. Demonstrated commitment to government publications librarianship; excellent oral and written communications skills. Strong commitment to quality public service program. Salary: \$25,000-29,000 depending upon qualifications. Position available September 1, 1992. Send application, resume, and names and addresses of three references to: Judy Lowman, Personnel Librarian, Northwestern University Library, Evanston, IL 60208-2300. For priority consideration, applications should be received by July 10, 1992. An EEO/AA employer. Employment eligibility verification required upon hire.

BIBLIOGRAPHIC INSTRUCTION COORDINATOR/REFERENCE LIBRARIAN. Denison University, a selective private liberal arts college in the village of Granville, Ohio, is seeking a dynamic, innovative person to develop its BI program. This is an exciting time at Denison, with the creation of this new position and installation of an Innovative Interfaces library system. Library instruction for traditional and automated resources is a high priority. The successful candidate also will participate in Reference Department activities, including some evening and weekend hours, online searching, documents service, and collection development. Denison librarians have faculty status but are not tenure-track. Salary: \$ 26,000+. Excellent benefits. Required: ALA-accredited MLS; substantial experience in and commitment to BI; good communication skills; two years academic reference experience. Preferred: experience with CD-ROM and an integrated library system. Send application letter and resume, with names, addresses, and phone numbers of three references to: David Pilachowski, Director of Libraries, Denison University, Granville, OH 43023. Review of applications will begin July 1, 1992 and continue until the position is filled. Denison University is an affirmative action, equal opportunity employer.

CATALOG LIBRARIAN. Candidates must have American Library Association accredited MLS degree. Experience: catalog librarian in academic setting; knowledge of LC classification, OCLC cataloging procedures and online public access catalogs; planning/problem-solving skills, cooperative attitude. Responsibilities: managing/supervising all cataloging activities, teaching some library instruction classes, assisting students as needed. Salary range \$23,000-\$30,000. Applications accepted and reviewed immediately until position filled. Send letter of application, resume, references, official JSCC application and transcripts to: Personnel Office, Jackson State Community College, 2046 North Parkway, Jackson, TN 38301-3797. AA/EOE.

COLLECTION MANAGEMENT COORDINATOR FOR LITERATURE. Responsibilities: One of a team of Collection Management Coordinators, reporting to the Director of Collections and Technical Services, responsible for developing and managing the scholarly information resources of the General Libraries. Coordinates the selection of materials and monitors the expenditure of funds for literature (English, French, Spanish, German, Russian and Slavic, Hebrew, and Arabic), and for Theater and Film Studies. Serves as primary selector for

British and American literature. Selects current and retrospective materials, monitors approval plans, makes preservation decisions, and evaluates new serials and electronic products. Serves as liaison and resource to faculty and graduate students in relevant academic departments. Provides leadership to literature selectors in promoting effective collection management and development. Evaluates the collections as appropriate to update collection development policy statements, to supply information needed by the libraries, the university, or other groups, and to obtain information needed for sound collection management decisions. Participates in formulating collection development policies and procedures. Qualifications: ALA-accredited master's degree in library/information science. Advanced degree in English or American literature and three years experience in a large academic or research library, or equivalent combination of education and experience. Knowledge of at least two modern languages in addition to English, German preferred. Self-motivated

Salary guide

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

Connecticut	\$28,900
Delaware	\$22,500+
Illinois	\$26,200#
Indiana	varies*
Iowa	\$21,588
Kansas	\$17,500*
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$27,554*
New Jersey	\$24,200
New York	varies*
North Carolina	\$22,491
Ohio	\$20,024
Pennsylvania	\$23,700*
Rhode Island	\$26,500
South Carolina	varies*
South Dakota	\$20,000
Texas	\$25,000
Vermont	\$22,500
West Virginia	\$22,000
Wisconsin	\$25,830

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

+Salary minimums for public librarians only.

#Option for local formula



CINCINNATI TECHNICAL COLLEGE

COORDINATOR OF TECHNICAL SERVICES LEARNING RESOURCES CENTER

Cincinnati Technical College

Duties: manage technical services department and implement a library automation system in a two-year state technical college. Responsible for the cataloging, classification, and processing of all media (books, films, electronic media) for the Learning Resources Center. Specifications: master's degree in library science from an ALA-accredited program with advanced cataloging coursework preferred. Computer network cataloging training required. Prefer three years cataloging experience in an academic library and other experience in library services. Salary: \$24,475- \$34,067 (degree-based). Application Deadline: open until filled. Send letter of interest and resume (include three references) to:

**Cincinnati Technical College
Human Resource Services
3520 Central Parkway
Cincinnati, OH 45223**

Equal Opportunity Employer.

individual with strong skills in written and oral communication, planning, analysis, and evaluation. Should be familiar with trends in scholarly information delivery in the humanities and in research libraries. Must be able to work effectively with faculty, students, and library staff. Emory Libraries: The Libraries of Emory University hold 2.2 million volumes with materials expenditures of \$5 million, of which \$3 million is directed to the General Libraries, and employ a total staff of 263 FTE. In addition to the General Libraries, there are separate libraries for law, health sciences, theology and Oxford College. Emory is a member of the Association of Research Libraries, the Center for Research Libraries, and the Research Libraries Group. Beginning Salary: Depending on qualifications and experience, \$26,000-\$35,000 (Librarian II); \$31,000-\$50,000 (Librarian III). Application Procedure: Send letter of application, resume and the names, addresses, and telephone numbers of three references to: Linda Matthews, Director of Professional Personnel Administration, Robert W. Woodruff Library, Emory University, Atlanta, GA 30322. Applications received by July 6 will receive first consideration. Emory University is an equal opportunity, affirmative action employer.

COORDINATOR OF ACCESS SERVICES, Assistant Professor. Responsible for coordination/supervision of circulation, interlibrary loan, current periodicals, reserves, stack maintenance (including off-site storage). Possible reference desk and other duties. Requirements: ALA-accredited MLS plus 10 semester hours of graduate credit; minimum four years' professional library experience, preferably in Access Services and Reference; successful experience supervising one or more service areas; demonstrated communication skills. Preferred: second master's degree or doctorate. Starting date: August 24, 1992. Starting salary: \$38,877-\$54,704 for academic year and summer, increasing to \$40,821-\$57,439 in February 1993. Liberal fringe benefits. Submit letter of application, curriculum vitae, and names, addresses, and telephone numbers of three professional references to: Roger W. Fromm, Chairperson, Search and Screen Committee, Harvey A. Andruss Library, Bloomsburg University, Bloomsburg, PA 17815. Applications will be reviewed beginning July 6 and continue until position is filled. Bloomsburg University is an affirmative action, equal opportunity employer. Blacks Hispanics, women, and all other protected class members are especially encouraged to apply.

CURATOR OF THE EAST ASIAN COLLECTION, Brown University Library. Responsible for administering all aspects of a 90,000 volume Chinese/Japanese/Korean collection comprising humanities and social sciences. Duties include: developing an acquisitions program with strong emphasis on acquiring Japanese language resources while

maintaining traditional strengths in Chinese language resources; substantial cataloging responsibilities for Japanese and Chinese language materials; frequent liaison with East Asian Studies Department, providing general reference services; and supervision of one nonprofessional staff member responsible for selected Japanese and Korean language cataloging. Reports to the Head Special Collection Librarian. Requirements: MLS degree from an ALA-accredited library school; competency in both Chinese and Japanese languages; experience working with East Asian materials in a research library; experience with automated cataloging, preferably using the RLIN CJK system; and ability to communicate effectively with faculty, students, and library staff. Desired qualifications: working knowledge of Korean; experience with collection development and providing reference services. Appointment range: \$29,550-\$36,900, based upon experience. Interested candidates should send letter of application, resume, and names of three references to: Marjorie Rubin, Department of Human Resources, Box 1879/BC0005, Brown University, Providence, RI 02912. Review of applications will begin on June 15, 1992, and will continue until the position is filled. Brown University is an equal opportunity, affirmative action employer.

GENERAL REFERENCE LIBRARIAN/COORDINATOR FOR BIBLIOGRAPHIC INSTRUCTION, SENIOR ASSISTANT LIBRARIAN (tenure-track). \$36,468 - \$43,896 for twelve months; ten-month option available with proportionate salary reduction. Duties include general reference desk service and online searching with primary responsibility for bibliographic instruction. MLS and recent post-MLS experience as a reference librarian and three years recent experience with bibliographic instruction required. Position description listing required and preferred qualifications and official application form sent on request. Write to: Chair, Coordinator for Bibliographic Instruction Search Committee, c/o Library Secretary, California State Polytechnic University, 3801 West Temple Avenue, Pomona, CA 91768. Fax: (714) 869-6922. Letter of inquiry must be postmarked or faxed by June 15, 1992. EEO/AA/Title IX, Section 504 Employer.

GOVERNMENT DOCUMENTS/PUBLIC SERVICE LIBRARIAN, anticipated tenure-track position. Responsibilities: planning and coordinating of collections and services of a selective Federal Depository Library; general reference service; faculty liaison program; bibliographic instruction. Required: an MLS degree from an ALA-accredited program; minimum of two years recent experience working in a government documents collection and facility with standard U.S. Government document reference sources; relevant general reference experience; good organizational and interpersonal

THREE POSITIONS

Ball State University Libraries

Ball State is a comprehensive university with over 20,000 students and 1,000 faculty serving east central Indiana. It is located 50 miles northeast of Indianapolis. The library contains 1.4 million items in a modern building; it is serviced by 40 librarians and 85 FTE support staff.

Catalog Librarian for Monographs. Responsible for cataloging and classification of monographs in all subject areas. Performs authority and quality control functions in the University Libraries online catalog (NOTIS). Participates in the ongoing development, documentation, and evaluation of unit policies and procedures. This position reports to the Head of Cataloging Services. Requirements: MLS from an ALA-accredited program or equivalent. Knowledge of MARC formats, AACR2 rev, Library of Congress subject headings and classification, and automated cataloging, using a national bibliographic utility such as OCLC, Effective oral and written communication skills. Preferred: Professional cataloging experience or its equivalent. Supervisory experience. Working knowledge of at least one Western European language. Additional advanced degrees. Salary: Negotiable; minimum is \$24,000 for 12-month appointment.

Director of Library Automated Systems. Responsible for coordinating activities related to IBM/NOTIS and INNOVACQ equipment, systems, and programming/ Maintains contractual and budgetary integrity of both systems. Advises on planning and implementing modules and enhancements for automates systems. Supervises Systems Coordinator and the Library Programmer. Reports to the Dean of University Libraries. Requirements: MLS from an ALA-accredited program or equivalent. Increasingly responsible experience with a library automated system. Operational knowledge of MARC formats. Demonstrated skill in planning, communication, and interpersonal relations. Preferred: Experience with NOTIS software. Familiarity with the INNOVACQ system of Innovative Interfaces, Inc. Experience with IBM mainframe applications (including JCL, TSO, MVS, and VSAM) Knowledge of current and emerging library automation technologies. Additional advanced degrees. Salary: Negotiable; minimum is \$36,000 for 12-month appointment.

Head of Cataloging Services. Responsible for managing the Cataloging Services until and coordinating all cataloging activities. Supervises professional and classifies staff (5 librarians and 16 classifies staff). Establishes cataloging policies for library materials in all media. Prepares written reports and proposals; compiles statistics as required. This position reports to the Assistant Dean for Library Technical Services. Requirements; MLS from an ALA-accredited program or equivalent. Substantial professional experience in a cataloging unit. Experience in cataloging different kinds of materials at all levels of difficulty, using national standards as established by AACR2 (rev.) and LC. Strong organizational abilities and supervisory experience; excellent oral and written communication skills. Preferred: Experience with online integrated library systems. preferably NOTIS. Additional advanced degrees. Salary: Negotiable; minimum is \$36,000 for 12-month appointment.

Application: Send letter of application, resume, graduate degree(s) transcripts (unofficial copies acceptable), and list of three references, including addresses and telephone numbers to:

C. William Barnett
Director of Library Business Services
101 Bracken Library
Ball State University
Muncie, IN 47306.

Review of application will begin immediately and continue until the position is filled. Excellent fringe benefits. with proper credentials, option of appointment at faculty rank or tenure-track.

Ball State University is an equal opportunity, affirmative action employer and is strongly and actively committed to diversity within its community.

INFORMATION TECHNOLOGY LIBRARIAN

Washington State University Libraries

Currently open. Under the direction of the Assistant Director for Library Automation, is responsible for coordinating, monitoring, and evaluating library microcomputer, workstation and networking applications; coordinates and assists in training of library staff in the use of microcomputer and workstation software and hardware; participates in automated systems development for the Libraries; assists Assistant Director for Library Automation in budget preparation, grant writing, and analysis related to online systems. Librarians are appointed as members of the Washington State University faculty and are expected to participate actively in the university's instructional, research, and service programs. Librarians are ranked in grades 2, 3, and 4, equivalent to the academic ranks of Assistant Professor, Associate Professor, and Professor. Librarians are expected to help establish and maintain good working relationships with university departments, faculty, students, and other library users. A progressive record of professional/scholarly achievement is expected of all librarians. Required: ALA-accredited MLS or its equivalent; demonstrated knowledge of microcomputers and workstations and their applications in a library environment; familiarity with online library systems and networks. Preferred: Experience in several library units in an academic or research library; familiarity with Microsoft Word, Lotus 1-2-3, dBase III+, and other microcomputer software; knowledge of CD-ROM, multimedia, and/or desktop publishing applications in a library environment. Salary: From \$25,000; commensurate with qualifications and experience. Rank: Librarian 2; faculty status. Benefits: TIAA/CREF, broad insurance program, 22 days vacation, 12 days/year sick leave. Application Procedures: Send letter of application, resume, and names of three references to:

Donna L. McCool
Associate Director for Administrative Services
Washington State University Libraries
Pullman, WA 99164-5610

Application review begins: July 15, 1992.

Washington State University is an equal opportunity, affirmative action educator and employer. Members of ethnic minorities, women, Vietnam era or disabled veterans, persons of disability, and/or persons between the ages of 40-70 are encouraged to apply.

skills and a record of working well with others. Preferred: an additional advanced academic degree or substantial graduate study; working knowledge of current library technology and automation; experience in a VAX environment; previous experience teaching library and bibliographic instruction classes; previous supervisory experience; evidence of participation in professional activities. Send letter of application, resume, and names, addresses, and telephone numbers of three (3) references to: Chairperson, Library Search Committee, Haas Library, **Western Connecticut State University**, 181 White St., Danbury, CT 06810. Review of resumes will begin June 20, 1992, and continue until the position is filled. An equal opportunity, affirmative action employer.

GOVERNMENT DOCUMENTS/REFERENCE LIBRARIAN. Responsibilities: provides collection development and reference service in a U.S. Government Documents unit; supervises 1.5 FTE staff; establishes policies and procedures in the documents unit; promotes use of government data sources; conducts online searches and provides bibliographic instruction. Reports to Head of Public Services, provides general reference and collection development services. Qualifications: required ALA/MLS; coursework or other evidence of knowledge or experience with a government documents unit, including experience with CD-ROM products; knowledge of general reference sources; evidence of effective written and oral communication skills; ability to meet requirements for faculty promotion and tenure. Preferred public services experience in an academic or public library; proven supervisory experience; knowledge of the business or science areas; second master's degree or other relevant training in a social science or science field. Salary: \$24,000-\$28,000 annually, depending on relevant degrees and experience. TIAA/

CREF; comprehensive medical leave; 24 days vacation and established holidays; generous sick leave; assistance with moving expenses; general support for professional travel. No state or local income taxes. Twelve-month, tenure-track appointment. Start date: August 1, 1992. Review of applications will begin June 15, 1992, and continue until the position is filled. Submit letter of application, curriculum vitae, and the names, addresses, and phone numbers of three references to: Lee Alkire, Chair, MS 84, Government Documents/Reference Librarian Search Committee, **Eastern Washington University**, Cheney, WA 99004-2495. AA/EOE.

HEAD, CATALOG MANAGEMENT, Northwestern University Library. The Catalog Management Section of the Catalog Department supports bibliographic control and database building activities of Northwestern University Library and its NOTIS participants. Functions include: management of the online catalog and authority file; update and modification of bibliographic and authorities data; management of circulation item record data; retrospective conversion; update of holdings data to reflect material transfer, withdrawal, and addition. The Section consists of 1.5 librarians, 6 support staff, and a large number of hourly staff. Qualifications: master's degree from an ALA-accredited library school program; working knowledge of two or more modern foreign languages, preferably including German and a Romance language. Minimum three years professional experience in cataloging and/or catalog management, including significant experience in original cataloging and authority control performed in an automated environment. Demonstrated organizational and supervisory capabilities. Salary Range: \$28,000 to \$32,000. Send application and resume, including names of three references to: Judy Lowman, Personnel Librarian, **Northwestern University Library**,

French/Italian Bibliographer and Head of the French/Italian Section Collection Development Department

Reporting to the Head of the Collection Development Department, the incumbent manages the work of the section (2.5 fte) and serves as selection specialist for French, Italian, Rumanian, and Albanian materials. The incumbent evaluates, selects, acquires (through purchase or gift) library materials (reference materials, monographs, serials, including journals, newspapers, microforms, visual and audio-visual collections, compact disks, computer tapes, etc.), currently published in France, Italy, Rumania, and Albania (including French language publications from the Benelux countries, and French and Italian publications from Switzerland) dealing with a wide range of subjects in the humanities and social sciences. The incumbent has overall curatorial responsibility including collection evaluation and preservation and participates in the development and implementation of collection policies. As Head of the French and Italian Section, the incumbent has fiscal responsibility for a monograph budget of approximately \$230,000.

The Collection Development Department consists of six language based sections (each encompassing collection development and acquisitions functions) and the Gifts and Exchange Division.

Qualifications: Earned doctorate and professional degree in library science preferred; expertise in French and Italian and knowledge of the history and culture of the countries; knowledge of the book trade and publishing patterns; substantial successful collection development experience including fiscal management; a record of achievement in the profession; knowledge of scholarly trends and educational programs; knowledge of bibliographic standards and procedures. The successful candidate will have a firm grasp of current research library issues and the ability to work collaboratively with colleagues, faculty, academic programs and the larger library community.

Anticipated hiring range: high 40s to low 50s

Available: Summer 1992

Interested candidates may send a letter of interest, resume and the names of three references to: Hazel C. Stamps, Director of Personnel Services, Harvard College Library, Widener 188, Cambridge, MA 02138. Harvard University upholds a commitment to Affirmative Action and Equal Opportunity.



Harvard University

Harvard College Library

Evanson, IL 60208-2300. For full consideration, applications should be received by July 15, 1992. An EEO/AA employer. Employment eligibility verification required upon hire.

HEAD, HEALTH, PHYSICAL EDUCATION AND RECREATION

LIBRARY, Assistant Librarian, Associate Librarian, or Librarian, Indiana University Libraries, Bloomington. Responsible for working closely with faculty and students to understand information needs and provide appropriate collections and services. Under general direction of Associate Dean for Public Services, responsible for planning, managing, supervising, and evaluating unit's services and operations; primary responsibility for selection, training, and evaluation of user services including computerized services, coordination of personnel budgets, and oversight of renovation; responsible for collection development, evaluation, and preservation and for management of materials budget to support HPER curriculum and research needs. Qualifications: master's degree from an ALA-accredited library school; supervisory experience; demonstrated ability to plan and evaluate library programs; to work with others to attain objectives, and to manage wide variety of complex library operations, experience with reference sources, collection development, computer-based library services, and instructional techniques; demonstrated ability to communicate logically, clearly, and effectively both orally and in writing; ability to work well independently and with others; imaginative, innovative, and responsive to change. Successful post-MLS professional library public service experience preferred; academic background in health, physical education, recreation, or a related field desired. Ability to meet responsibilities and requirements of tenure-track appointment. Salary dependent upon qualifications and experience. Minimum: Assistant Librarian, \$25,375; Associate Librarian, \$30,825; Librarian, \$37,675. Conditions and benefits: Librarians hold tenure-track appointments within a system of ranks analogous to and modeled on those of the teaching faculty. They participate in a system of faculty governance which includes elected

library councils. Within the University they are eligible for election to campus and university Faculty Councils and serve on university committees and task forces. They are eligible for sabbatical and other research leaves. Benefits: Blue Cross/Blue Shield, Major Medical insurance, TIAA/CREF retirement/annuity plan, group life insurance and liberal vacation and sick leave. To apply: send letter of application, resume, names and addresses of four references to: Marilyn Shaver, Personnel Officer, Indiana University Libraries, Main Library C-201, Bloomington, Indiana 47405. Phone: (812) 855-8196. Available: September 1, 1992. Closing date: Review of applications begins June 15, 1992, continues until position is filled. EEO/AEE

HEAD OF REFERENCE SERVICES. Full-time appointment starting August 1, 1992. Four-year, liberal arts college for women seeks applicants for Head of Reference Services with demonstrated administrative and teaching skills. Responsibilities include: coordination of reference services, interlibrary loan, library instruction, online search services, stack maintenance, and collection development in specific subject areas. An MLS from an accredited library school plus a minimum of two years of directly related experience, including bibliographic instruction, are required. Preference will be given to candidates with library automation and online search experience. Consideration of candidates will begin June 1. Please send letter, resume, and names, addresses, and telephone numbers of three recent references to: Elizabeth Rose, Director, Annenberg Library and Communications Center, Pine Manor College, 310 Heath Street, Chestnut Hill, MA 02167. This is a ten-month position. Minimum salary (2 years experience) is \$24,093.

INFORMATION SPECIALIST/RESEARCH. The Charles A. Dana Medical Library invites applications for the position of Information Specialist/Research. The Dana Medical Library, the only academic medical library in Vermont, provides information services to the College of Medicine and the Schools of Nursing and Allied Health

Library Positions

The Robert W. Van Houten Library at NJIT seeks experienced, innovative and highly motivated information professionals to fill newly created positions:

Director, Technical Information Services Directs all functions and operations of the technical information component of library; responsible for strategic planning, collection development, user liaison, facilities design, financial control and staff development. Ability to introduce innovative, responsible, cost-effective services as well as experience in computer-based systems, on-line searching and information marketing highly desirable. ALA accredited MLS; undergraduate degree in science or technology; supervisory experience in a technical information center; excellent verbal and written communications skills. Public relations experience useful. \$39,000 - \$56,000.

Director, Technical Processing Services Directs all functions in the technical processing component of the library; considered an expert in library automation, acquisitions, cataloging, classification and indexing, and is experienced in use of OCLC, LC LCSH and AACR2. Responsible for operation of the DRA software system, establishing database standards, strategic planning, financial control and staff development. Ability to introduce innovations for improving user access to library resources as well as experience in cataloging and classification in computer-based systems required. ALA accredited MLS; excellent verbal and written communication skills; supervisory experience; experience in a library technical services organization. \$37,000 - \$53,000.

Technical Reference Librarian Performs general reference services including literature searching and analysis and user education; implements user liaison program with selected departments; and develops print and non-print collections. Ability to devise new or improved products and services plus experience in computer-based systems, on-line searching, and collection evaluation highly desirable. ALA accredited MLS; undergraduate degree in science or technology; excellent verbal and written communication skills. \$32,000 - \$46,000.

NJIT is the largest comprehensive technological university in the New York/New Jersey area with nearly 7500 students enrolled in baccalaureate through doctoral programs in Newark College of Engineering, the School of Architecture, the College of Science and Liberal Arts, and the School of Industrial Management.

NJIT does not discriminate on the basis of sex, race, color, handicap, religion, national or ethnic origin, lifestyle or age in employment.

Send resume: Personnel Box L.



**New Jersey
Institute of Technology**
University Heights
Newark, New Jersey 07102

Sciences, as well as the Medical Center Hospital of Vermont, the University Health Center, and outreach services to hospitals and unaffiliated health care practitioners throughout the state. Working within a matrix management/academic model, the Information Specialist reports to the Director of the Dana Library and designs projects, seeks funding, and applies research skills involving the delivery of information to health professionals. As part of a team of information specialists, the position also participates in collection development, reference services, and bibliographic instruction in the health sciences. Requirements: ALA-accredited master's, demonstrated research skills, grant-writing experience, one year of experience in information dissemination services, willingness to work on a collegial level with other faculty, excellent communications skills. Preference given to applicants with automation experience, including networking; familiarity with the academic medical center environment and eligibility for membership in the Academy of Health Information Professionals. Appointment at the rank of Assistant Professor. Minimum Salary: \$28,000, depending on qualifications, with excellent fringe benefits. Applications received by July 1, 1992, will receive first consideration. Please submit letter of application, resume, and names, addresses, and phone numbers of 3 references to: Cathy Goddard, Chair, Search Committee, Charles A. Dana Medical Library, University of Vermont, Burlington, VT 05405. UVM is an equal opportunity, affirmative action employer. Women and people from diverse racial, ethnic, and cultural backgrounds are encouraged to apply.

LIBRARIAN, Center for Afro-American Studies. Responsible for participating in all aspects of reference service, including reference desk service and bibliographic instruction. Act as liaison to faculty departments. Primary responsibility for managing collection growth by regularly assessing, developing, and updating the Library's collection. Supervise, train, and coordinate activities of several work-study students during the academic year. Report to the Direc-

tor of the Center. Knowledge of African-American bibliography, social science background; basic knowledge of budgeting, personnel administration, library automation, and planning; extensive managerial/supervisory experience; superior interpersonal skills and ability to establish and maintain effective working relationships with diverse individuals from different educational and cultural backgrounds; strong service orientation and self-motivation required. Extensive experience in academic library; degree or courses in African-American history and culture; familiarity with microcomputers and software are highly desirable. \$28,668 - \$38,496. UCLA is an EOE/AA employer. Send application letter, a full resume, and the names and addresses of at least three references to: Rita A. Scherrei, Associate University Librarian, Administrative and Personnel Services, University Research Library, UCLA, 405 Hilgard Ave., Los Angeles, CA 90024-1575. Candidates applying by June 15, 1992, will be given first consideration.

LIBRARY: REFERENCE/BIBLIOGRAPHER, Business and Social Sciences, Assistant/Associate Professor, tenure-track, calendar-year position. Under the immediate supervision of the Head of the Reference Unit, provide reference service, bibliographic instruction, and database searching. Responsible for collection development in assigned subject areas and fulfillment of faculty responsibilities including research and service. Required: ALA-accredited MLS or equivalent degree; minimum of 3 years of academic/research library experience. Preferred: additional subject master's degree; ability to communicate effectively in written and spoken English; familiarity with business reference sources; computer skills including online database searching; bibliographic instruction experience; modern foreign language; excellent interpersonal skills, including demonstrated ability to work effectively with faculty, staff, and students. Rank and salary commensurate with qualifications and experience. At the Associate Professor level, the candidate must have a demonstrated record of publication and service and 7 years of professional



**Smithsonian Institution Libraries/
Dibner Library
1993 Resident Scholar Program**

To encourage study of the history of science and technology, the Smithsonian Institution Libraries offers short-term study grants for 1-3 months to do research in the Dibner Library of the History of Science and Technology and other library collections of the Smithsonian. The program is open to historians, librarians, bibliographers, and pre- and postdoctoral students. Stipend: \$1,500/month, to be used for any related purpose, including travel to Washington, D.C. For guidelines and application forms, write to Resident Scholar Program, Smithsonian Institution Libraries, NHB 24, Mail Stop 154, Washington, D.C. 20560. Program support is from The Dibner Fund.

DEADLINE FOR PROPOSALS: NOVEMBER 2, 1992

library experience. Position will remain open until filled; applications will be reviewed beginning July 15, 1992. Submit letter of application, resume, and names of 3 references to: David C. Maslyn, Search Committee Chair, Position #141012, **University of Rhode Island**, P.O. Box G, Kingston, RI 02881. An affirmative action, equal opportunity employer.

PRESERVATION ADMINISTRATION INTERN, Columbia University Libraries. This is a temporary twelve-month position funded by a grant from the Mellon Foundation to support research-library preservation programs nationally. The intern will report to the Assistant Director for Preservation, and will spend time learning the operations of each Preservation Division unit, including the Conservation Laboratory, the Preservation Reformatting Department, and Materials Processing. Responsibilities will include surveying the condition of a branch library collection, assessing current preservation procedures and needs, assisting in preparation of a grant proposal, and other appropriate special projects. The intern will have the opportunity to participate in planning sessions, policy discussions, and other librarywide preservation activities. In addition to an accredited M.L.S., requirements are knowledge of preservation and conservation practices and techniques as demonstrated through previous relevant experience and/or successful completion of a formal program in the preservation of research library materials. We are particularly interested in minority applicants for this position. Salary is \$31,100 per annum. Excellent benefits include assistance with University housing and tuition exemption for self and family. Send resume listing names, addresses, and phone numbers of three references to: Kathleen M. Wiltshire, Director of Personnel, Box 35 Butler Library, **Columbia University**, 535 West 114th Street, New York, NY 10027. Deadline for applications is July 31, 1992. An affirmative action, equal opportunity employer.

REFERENCE LIBRARIAN. Responsibilities: provide reference/research assistance to the University Community; provide bibliographic instruction; collection development; online and CD-ROM reference database searching; and faculty liaison duties. Position requires reference desk rotation including nights and weekends. Responsible to the Head Reference Librarian. Qualifications: M.L.S.

from ALA-accredited program. Facility with BRS and/or DIALOG preferred. Must be service oriented with good oral, written, and interpersonal communication skills. Salary and Fringe Benefits: Minimum \$21,000 depending on qualifications. Twelve-month appointment. Benefits include participation in the State Retirement System, life and medical insurance, 22 days annual vacation and 10 designated holidays, 12 days annual accumulative sick days. The University: Northeast Missouri State University is the State's liberal arts and sciences institution. Although primarily an undergraduate institution, 8 Master's degrees are offered. Enrollment is about 6,000. Library construction scheduled for completion summer 1992. The Community: Kirksville has a population of 17,000 people and is located about 90 miles north of Columbia, 3-4 hours from Kansas City, St. Louis, and Des Moines. Thousand Hills State Park with Forest Lake is nearby. Application: send letter of application, resume, three (3) letters of reference, and undergraduate and graduate transcripts to: George N. Hartje, Director of Libraries, Pickler Memorial Library, **Northeast Missouri State University**, Kirksville, MO 63501. Deadline: June 30, 1992. Northeast Missouri State University is an equal opportunity employer.

REFERENCE LIBRARIAN (Electronic Services), Penn State Harrisburg, The Capital College. Computer-literate reference librarian to provide general reference services, technical expertise, and leadership in the use, development, and maintenance of all aspects of computer-based reference services, telecommunications, and networks such as Internet. Will oversee the daily operation of CD-ROM workstations and other microcomputers, including installation of hardware and software, diagnosis of problems, and routine maintenance; will provide expertise in the planning for a proposed local area network and further enhancements of information delivery services; will promote the use of networks, including the Internet; will develop and deliver training programs for library faculty, staff, and the University community. Duties include reference desk coverage (with scheduled evening and weekend hours), research assistance, course-related bibliographic instruction, online and CD-ROM literature searching, and collection development. Successful candidate will demonstrate ability to communicate and work effectively with students, faculty, staff, and administrators. Campus facts: located in



Library Science Program

URBAN LIBRARY YOUTH SPECIALIST FELLOWSHIPS AVAILABLE

Students interested in working with youth from multi-ethnic/racial backgrounds in urban areas are encouraged to apply for one of eight (8) fellowships available in Wayne State University's Library Science Program. The fellowships will provide tuition, fees, books, and a stipend for one year. The Library Science Program will provide funding for all management and project costs. To be eligible, applicants must meet Wayne State University Graduate School and Library Science Program admission criteria and must plan to specialize in public library youth services. Upon completion of the requirements for graduation, students will be awarded a Master of Science in Library Science degree.

Fellowship applicants should forward a letter of interest indicating current academic status, career goals, and a current resume by August 1, 1992 to: Dr. Carole J. McCollough, Urban Library Youth Fellowship, Library Science Program, Wayne State University, 106 Kresge Library, Detroit, MI 48202. These fellowships are made possible by a grant of \$86,400 from the U.S. Department of Education, Office of Educational Research and Improvement, HEA Title IIB.

the Harrisburg metropolitan area; approximately 2200 upper-division students and 1110 graduate students; 140 faculty; 230,000 volumes; 975,000 microforms; 1,550 periodical subscriptions. Minimum Requirements: ALA-accredited MLS or equivalent; professional experience as public services librarian and thorough knowledge of reference resources and services; knowledge and practical experience in computer-based reference services and basic understanding of telecommunications; ability to meet faculty standards for appointment, promotion, and tenure; subject master's desirable. Rank: Assistant Librarian or above, depending on experience and qualifications. Salary: \$27,000 or above, depending on experience and qualifications. Benefits: Faculty status; liberal vacation/sick leave; life/health/dental care/vision insurance; choice of State or TIAA/CREF retirement plans; educational benefits; additional optional insurance and tax-sheltered annuity plans. Send letter of application and resume to: Sandra Jackson, Box LIB, Penn State Harrisburg, 777 W. Harrisburg Pike, Middletown, PA 17057-4898. Closing date: July 15, 1992, or until position is filled. An equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

REFERENCE LIBRARIAN. Reference librarian to provide public service primarily on weekends and evenings. Experience in interlibrary loan, bibliographic instruction, and supervision of paraprofessional/student staff desirable. MLS required. College and OCLC/Dynix experience preferred. Ten-month contract, starting August or September. Send a letter, vitae, including names and telephone numbers of at least three references by June 19 to: Dee Jacobs, Director of Personnel, Westminster College of Salt Lake City, 1840 South East, Salt Lake City, UT 84105. EEO.

REFERENCE LIBRARIAN. Anticipated vacancy; Fall 1992; twelve-month, tenure-track position. Responsible for general reference services, research assistance, database searching, and interlibrary loan; documents policies and procedures and coordinates procedures relating to other departments. Position reports to the Director of the Library and supervises a professional as well as paraprofessionals and student assistants. Qualifications: ALA-accredited MLS, plus professional reference and supervisory experience required; CD-ROM and microcomputer experience desirable. Rank and salary are dependent upon experience and qualifications. Send letter of application; resume; the names, addresses, and telephone numbers of three references. Review of applications will begin immediately and will continue until the position is filled. Apply to: Timothy C. Murphy, Director Human Resources, Westfield State College,

Westfield, MA, 01086. An affirmative action, equal opportunity employer.

REFERENCE LIBRARIAN/ENGINEERING-PHYSICAL SCIENCES BIBLIOGRAPHER. The University of Nevada, Las Vegas, a dynamic, urban university with over 19,500 students, is seeking an innovative, service-oriented Reference Librarian/Engineering-Physical Sciences Bibliographer at the rank of Instructor or Assistant Professor. Responsibilities: Reports to the Head Reference Librarian. Duties include general and subject specific reference assistance from central reference collection; library instruction; microcomputer knowledge and database searching; faculty liaison and collection development for engineering, computer science, environmental studies and selected physical sciences. Shares evening and weekend reference desk assignments. Qualifications: ALA-accredited MLS, excellent interpersonal and communications skills, analytical ability, flexibility, initiative, ability to work effectively with patrons and staff, and demonstrated commitment to public services required. Academic background and/or library experience in relevant subject area; experience with electronic information resources; database searching experience preferred. Salary: \$34,246 minimum. Application: Librarians have twelve-month, tenure-track appointments with 24 days paid vacation per year and are expected to meet promotion and tenure requirements. Review of candidates will begin on July 1, 1992. Send letter of application, resume, and have three letters of reference sent to: Mary M. Harrison, Chair, Dickinson Library, University of Nevada, Las Vegas, 4505 Maryland Parkway, Las Vegas, NV 89154. UNLV is an AA/EEO institution.

SENIOR REFERENCE LIBRARIAN/COORDINATOR OF PUBLIC SERVICES. Salve Regina University in Newport, Rhode Island, seeks an experienced academic librarian to head the reference department and to coordinate reference, circulation, and audiovisual services. Salve Regina University, with a total enrollment of 2500 students, offers bachelor's and master's degrees and a Ph.D. degree in Humanities. The University Library occupied the present 68,000 square foot building in 1991 and has installed Innovative Interfaces system (including acquisitions and serials control subsystems), Logicaft-based CD-ROM network of 16 databases, and loaded Expanded Academic Index onto the Innovative system. Some of the specific duties : organizes and provides reference services; coordinates works of reference, circulation, and audiovisual departments; assists the Director of the Library in long range planning and development of the Library; and acts as the Director of the Library in his absence. Reports to the Director of the Library. Position requires ALA-

Assistant Archivist John J. Burns Library

Will work with University records and literary and historical manuscripts. The literary and historical collections emphasize Irish history and culture, the works of British Catholic authors, the history and practice of nursing, American detective fiction, history and culture of the Caribbean, Catholic liturgy and life in America and the history and culture of the city of Boston. Primary duties include arranging and describing Boston College records, providing reference service to researchers using University records, planning and implementing records management and outreach activities, and supervising student assistants. Requires in addition to the qualifications listed below, the ability to work effectively with faculty, staff, students and patrons; and knowledge of and experience with records management.

Project Archivist Congressional Archives

This is a grant funded position with funding available for up to five years. The Project Archivist will oversee the processing of the Congressional Archives collections. The Congressional Archives Program is designed to collect and make available the historical records of Boston College graduates who have held elective or appointive office on the national or state level. Under the direction of the Head of the Archives and Manuscripts Department, the Project Archivist is responsible for the arrangement and description of the Congressional Archives collections, for supervising student assistants, and providing reference services to researchers using the Congressional records. Requires in addition to the qualifications listed below, experience processing large collections.

Both positions require an ALA-accredited MLS and/or MA in appropriate field. Preferred qualifications include certification from the Academy of Certified Archivists; archival training at the graduate level; at least two years' professional archival experience in an academic or research institution; experience in processing archival records; good written and oral communication skills; and experience supervising support staff and students.

Salary from \$26,100 depending on qualifications. Comprehensive benefits include twenty-two days vacation, tuition remission and medical insurance programs. To apply, send two copies of both a letter of application and resume and the names of three references to: **Richard Jefferson, Director of Employee Relations, Department of Human Resources, Boston College, More Hall 315, Chestnut Hill, Massachusetts 02167.**

Applications received before June 30, 1992 will be given first consideration.

BOSTON COLLEGE

A Jesuit University



accredited MLS and experience in academic library service. Salve Regina University appoints librarians as faculty or staff. Active engagement in studies for the doctorate degree is expected for faculty appointment as Instructor. An earned doctorate degree is required to be eligible for appointment as Assistant Professor. Salary and benefits: competitive. Application deadline: June 20, 1992. Send letter of application, resume, and three letters of reference to: Thomas P. Flanagan, Director of Administration, **Salve Regina University**, Newport, RI 02840.

TECHNICAL SERVICE LIBRARIAN, Concordia University: Seeking a Technical Service Librarian to be responsible for technical service activities and also assist with reference and selection. MLS from an ALA-accredited library school required and prefer a candidate experienced with cataloging, OCLC, online bibliographic searching, and library computer application. Good interpersonal skills are expected. Commitment to Lutheran education and values congruent with the Lutheran church are required. Women and minorities are encouraged to apply. Concordia is an equal opportunity employer. Salary range: \$21,000-\$25,000, plus excellent benefit plan. Position open July 1, 1992. Send application and resume to: Henry Latzke, Director of Library Services, **Concordia University**, 7400 Augusta, River Forest, IL 60305-1499.

TECHNICAL SERVICES LIBRARIAN, University Libraries, University of the Pacific. Responsibilities: reports to the Associate Dean of Libraries. Coordinates activities of technical services including Acquisitions (monographs and serials), Cataloging, and Systems Maintenance. Coordinates automation of library systems. Coordinates serials inventory, cataloging; oversee maintenance of serials database. Supervises Acquisition/Collection Development Librarian, Catalog Librarian; technical services staff also includes 6 FTE staff positions. Develops policies and procedures for Technical Services and participates in discussions of library policies. Responsible for collection development in assigned subject areas. Qualifications: ALA-accredited MLS. Three to five years professional library experience with at least two years technical services and systems experience, preferably in an academic library. Required: Demonstrated supervisory skills; knowledge of all areas of technical services management; experience with automated systems; serials cataloging skills or

experience. Demonstrated skills in problem solving; listening, oral, and written communication skills; proven ability to work independently and cooperatively with patrons, colleagues, and staff. Commitment to library service and the profession. Rank, Salary: appointment at the rank of assistant or associate professor. Salary from \$40,000, depending on qualifications and experience. Librarians are expected to meet university tenure and promotion requirements. Twenty-four days of vacation, 11 holidays, TIAA/CREF, and generous benefits. Application: Send letter of application, resume, and the names, addresses, and phone numbers of three current references to: Jean Purnell, Associate Dean of Libraries, **The University of the Pacific**, University Libraries, 3601 Pacific Avenue, Stockton, California 95211. Applications will be accepted until the position is filled but those received by June 30, 1992, will receive first consideration. UOP is an equal opportunity, affirmative action employer.

UNIVERSITY ENGINEERING LIBRARIAN. The University of Notre Dame seeks an individual with a unique combination of abilities to fill this department-head-level position. The successful candidate will possess: a strong background in engineering; familiarity with computers and online searching; and enthusiasm for creating a patron-focused branch library program. Responsibilities include: administration of two branch libraries (Engineering and Architecture); collection development; program design; patron communications; online searching; reference; library instruction; and participation in divisional and librarywide planning. Qualifications: graduate degree in Library Science from an ALA-accredited program; degree in or extensive knowledge of the literature and terminology of engineering; commitment to developing service-oriented branch libraries; experience using electronic informational resources; and strong interpersonal and communications skills are required. Previous supervisory experience desirable. Position information: minimum salary \$29,000. Excellent benefits package. Application information: To apply send letter of application and name, address, and phone number of three references to: Sharon Veith, Human Resources Representative, **University of Notre Dame Libraries**, Notre Dame, IN 46556. Applications will be accepted until the position is filled. The University of Notre Dame is an equal opportunity, affirmative action employer.

Late Job Listings

BIBLIOGRAPHIC INSTRUCTION LIBRARIAN, Clemson University Libraries. Responsibilities: Under the direction of the Head of Reference, assists Bibliographic Instruction Coordinator in developing and providing library instruction and tours, primarily for freshman orientation and outreach programs. Provides general reference assistance, in-depth reference consultation service, online searching, bibliographic instruction and collection development in the subject areas of psychology, sociology, forestry, and parks, recreation and tourism management. Required: ALA-accredited MLS; strong commitment to public service in an electronic resources environment; excellent oral and written communications skills. Highly desirable: degree in social sciences or natural resources. Minimum salary: \$22,000. Attractive benefits package: TIAA/CREF, state and other retirement plans, medical and dental insurance options. Clemson University Libraries, an important research facility in the Southeast, offers the NOTIS online catalog and a locally mounted database system using BRS Search software. Applications received by July 15, 1992, will receive first consideration. Please send letter of application, resume, the names, telephone numbers, and addresses of 3 references to: Priscilla Wentworth, Chair, Bibliographic Instruction Librarian Search Committee, R. M. Cooper Library, **Clemson University**, Clemson, SC 29634-3001. Clemson University is an affirmative action, equal opportunity employer.

SPECIAL COLLECTIONS LIBRARIAN. Under the general direction of Head of Special Collections, coordinates special collections reference services and provides in-depth reference. Works closely with Director of Libraries in compilation and editing

of library newsletter. Coordinates collection Processing Program, including automated processes for organization of and access to rare book, manuscript and archival collections. Assists department head in collection development activities and in public outreach programs, including graduate and undergraduate class presentations and Friends of Libraries programs. Shares responsibility for planning and installation of exhibits and writing of exhibit catalogs. Supervises 1.5 FTE paraprofessional and student employees. ALA-accredited master's degree with coursework in rare books, manuscript or archives, or related experience in special collections. Requires excellent writing and oral communication skills with strong service orientation. Ability to supervise and direct staff. Ability to interact and work with faculty, students, and staff, as well as the general public. Experience and/or knowledge of online catalogs and word processing. Familiarity with processes of editing and print production preferred. Knowledge of desktop publishing and OCLC cataloging practice desirable. \$21,000 minimum salary depending on qualifications. Excellent benefits package. As the research library for a four-campus system, the University of Houston Libraries, holdings exceed 1.6 million volumes. Major new funding for expansion of technology, collections, and services within the libraries has been achieved. The current Integrated Library System is being replaced by a comprehensive library information system. Total staff currently includes 42 professionals and 155 support staff. The library is a member of ARL. Review of applications will begin immediately and continue until the position is filled. Preliminary interviews at ALA may be arranged. Send letter of application, names of 3 references, and resume to: Dana Rooks, Assistant Director for Administration, **University of Houston Libraries**, Houston, TX 77204-2091. Equal Opportunity Employer.

HEAD OF INFORMATION SERVICES. Provides creative leadership in planning, developing, and administering information services programs in a dynamic, service-oriented, and highly automated environment. Information Services consists of programs in reference services, collection development, government publications, library instruction, information literacy, and an Electronic Publications Center including a CD-ROM LAN network. Planning for a major expansion of the Electronic Publications Center is underway. Provides direction and leadership in the use of electronic formats, and in the development of computer-assisted support for information services. Staff includes 12 librarians, 10 support staff, and student employees. Requires ALA-accredited Master's degree; proven successful experience in information services in an academic library; demonstrated planning, management, and interpersonal skills; excellent analytical and communication skills; and a strong user-oriented philosophy. Candidates must possess a knowledge of emerging information technologies and applications to libraries. Requires a strong commitment to responsive and innovative service and the ability to provide effective leadership while working cooperatively in a demanding and rapidly changing environment. Salary \$35,000 minimum depending on qualifications. Excellent benefits package. As the research library for a four-campus system, the University of Houston Libraries holdings exceed 1.6 million volumes. Major new funding for expansion of technology, collections, and services within the libraries has been achieved. The current Integrated Library System is being replaced by a comprehensive library information system. Total staff currently includes 42 professionals and 155 support staff. The Library is a member of ARL. Review of applications will begin immediately and continue until the position is filled. Preliminary interviews at ALA may be arranged. Send letter of application, names of 3 references, and resume to: Dana Rooks, Assistant Director for Administration, **University of Houston Libraries**, Houston, TX 77204-2091. Equal Opportunity Employer.

COORDINATOR OF COMPUTER-BASED REFERENCE SERVICES AND REFERENCE LIBRARIAN. The University of Missouri-Columbia is seeking qualified applicants for the position of Coordinator of Computer-Based Reference Services and Reference Librarian. Principal duties include responsibility for the

planning and coordination of the Library's computer-based reference services of the department, including online services (Litquest), CD-ROMs, and other emerging computer-based technologies for the delivery of information; responsibility for the supervision and training of CD-ROM monitors; participating in the other services of the Reference Department, including reference service at the Ellis Reference Desk, regular library orientation and instruction, online searching, and collection development. Requirements: Requires minimum of a Master's degree from an ALA-accredited program and excellent communication and interpersonal skills to deal with people of all levels of library and computer expertise; strong service orientation; ability to promote library services; creativity and initiative; ability to work successfully as a team member. Must possess knowledge of computerized databases and be proficient using various online services (BRS, Dialog, etc.) and CD-ROMs. Two or more years experience using computer-based reference sources, including online, end-user and CD-ROM systems. Second master's preferred and reference experience in an academic or research library desirable. Minimum Salary: \$32,000+ for 12 months commensurate with education and experience. Benefits include 30 vacation days per year, vested retirement after 5 years, dental insurance, and other normal fringe benefits, including 75% tuition waiver. The University: The University of Missouri was established in Columbia in 1839. It is one of the five most comprehensive universities in the nation, with nearly 250 degree programs. The University of Missouri-Columbia Libraries belong to ARL, serve a student body of 24,000 and a faculty of 1,800 with a collection of over 2.4 million volumes and over 4.7 million microforms. An online catalog and integrated circulation system serves the four campuses of the University system. Columbia is in the middle of the state on I-70, only 2 hours from St. Louis and Kansas City, and 1.5 hours from the Lake of the Ozarks major recreational area. The University and two other colleges provide superb cultural events. According to the ACCRA composite index, the cost of living in Columbia is very reasonable when compared with other university communities. Available August 15, 1992. Send letter of application, names and addresses of three references and resume to: Pat Burbridge, Personnel Coordinator, 104 (CRL) Ellis Library, **University of Missouri-Columbia**, Columbia, MO 65201-5149. To ensure consideration, applications should be received by July 15, 1992. The University of Missouri-Columbia is an equal opportunity and affirmative action employer.

REFERENCE LIBRARIAN. The University of Missouri-St. Louis, Thomas Jefferson Library is seeking a librarian for general reference desk and associated responsibilities and to participate in collection development. Required qualifications include an ALA-accredited MLS and a commitment to excellent service and professional development. Experience in some or all of the following preferred: reference, bibliographic instruction, use of an online catalog, online searching, and collection development in an academic library. A subject master's degree is desirable. Salary: \$22,500 minimum, commensurate with experience. To apply send letter of application, resume, and the names of three references by July 15, 1992, to: Sandra Snell, **University of Missouri-St. Louis Libraries**, 8001 Natural Bridge Road, St. Louis, MO 63121. Phone (314) 553-5060. The University of Missouri strongly encourages the application of minorities and women.

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