

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). Late job listings will be accepted on a space-available basis after the second of the month.

Rates: Classified advertisements are \$6.00 per line for ACRL members, \$7.60 for others. Late job notices are \$14.50 per line for members, \$17.00 for others. Organizations submitting ads will be charged according to their membership status.

Telephone: All telephone orders should be confirmed by a written order mailed to ACRL headquarters as soon as possible. Orders should be accompanied by a typewritten copy of the ad to be used in proofreading. An additional \$15 will be charged for ads taken over the phone (except late job notices or display ads).

Guidelines: For ads which list an application deadline, that date must be no sooner than the 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 \$30 for ACRL members and \$35 for non-members.

Contact: Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513.

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

WANTED

LIBRARY WANTED. College closing? Entire library wanted to buy. Specialties international business, foreign relations, tourism, hotel management. Call Florida campus, **Schiller International University** at (813) 736-5082.

POSITIONS OPEN

ACQUISITIONS LIBRARIAN. Responsible for planning, implementing and evaluating the operational aspects of ordering monographs, serials, and media including searching, ordering, receiving, approval plan maintenance, and library materials fund ac-

counting and management reports. As a section manager, the librarian establishes priorities, participates in the development of departmental policies and procedures, trains and evaluates staff, and continues to implement the automated acquisitions system. The Acquisitions Librarian will have a key role in reorganizing Technical Services from a format-based to a function-based operation. The library currently uses the LS/2000 system, ACQ 350 for acquisitions and SC 350 for serials control. Additional duties include participation in collection development through service as a liaison with selected university departments and occasional weekend reference duty. Reports to the Head of the Technical Services Department and works closely with the Assistant University Librarian for Collection Development. Qualifications required: ALA-accredited MLS. Experience and proven ability in academic library acquisitions including serials. Demonstrated understanding of USMARC record formats. Experience with fund accounting and automated acquisitions systems. Successful experience in staff supervision. Effective interpersonal, written and oral communication skills. Experience in an automated library environment. Preferred: Additional advanced degree. This is a 12-month, tenure-track position with appointment at the rank of assistant professor. The successful candidate will be expected to meet university reappointment, promotion and tenure requirements. Minimum salary is \$28,000. Review of applications will begin on December 14, 1990 and will continue until the position is filled. Please submit letter of application, resume (non-citizens must include current visa status) and the names, addresses and telephone numbers of three current references to: Ruth Katz, University Librarian, Diamond Library, **University of New Hampshire**, Durham, NH 03824. Federal law required proper documentation of identity and employability at the time of employment. The University of New Hampshire is an equal opportunity/affirmative action employer.

ASSISTANT BIBLIOGRAPHER FOR THE SOCIAL SCIENCES.

Responsible for the collection development, including book selection, review and appraisal, and faculty liaison in all areas of the social sciences, including history. Reports to the Chief bibliographer. Required: ALA-accredited MLS or equivalent, advanced degree in subject discipline, strong general social sciences background and language skills. Preferred: Phd in a social science discipline and collection development experience. Minimum salary \$25,050. Liberal benefits package. Consideration of applications will begin December 17, 1990, and continue until position is filled. Send letter of application, resume and names of three references to: Kathleen Sierke, Howard-Tilton Memorial Library, **Tulane University**, New Orleans, LA 70118-5682. Tulane University is an equal opportunity/affirmative action employer.

ASSISTANT DIRECTOR.

Purdy/Kresge Library at Wayne State University is currently seeking an Assistant Director to: 1) assume responsibility for the management, supervision, and operations of all assigned service desk operations, 2) formulate decisions on academic and support staff, 3) plan and organize stack maintenance, 4) provide training for supervisory and support staff, 5) develop material circulation and fee collection procedures for the entire library system, 6) create marketing strategy for library services, and act as a liaison with University Departments, faculty and students, 7) develop community-based services in support of businesses, industries and professions, 8) serve as acting director in director's absence, 9) perform related duties as assigned. Qualifications: High energy level. Excellent analytical skills. Master's degree from ALA-accredited library school and a minimum of five years experience in academic libraries (supervisory experience preferred); second master's degree or doctorate degree an asset. Strong subject knowledge in either the humanities or social sciences and an interest in scholarly studies. Excellent written and oral communication skills and ability to work with people. Strong commitment to patron oriented library service in urban setting. Other information: Wayne State University is among the finest research institutions in the nation. The Purdy/Kresge Library serves the information needs of the entire university community. P/K's outstanding collection, staff, and state of the art information retrieval technology make it one of the best research university libraries in the United States and Canada. Wayne State offers liberal fringe benefits, dental and health plan options, TIAA/CREF, and tuition assistance for employees and family members. Appointment range is \$33,235-\$39,882 (negotiable) based on experience and qualifications. Forward the names and addresses of three references to: **Wayne State University**, Attention Position #1383 100 Antoinette, Room 263, Detroit, MI 48202. The position

is open immediately and will remain open until a suitable candidate is found. Wayne State is an equal opportunity/affirmative action employer.

ASSISTANT UNIVERSITY LIBRARIAN FOR RESEARCH AND INSTRUCTIONAL SERVICES. Responsible for the following library functions and programs: reference, collection development, database searching, bibliographic instruction, government publications, microforms, special collections/archives, audio-visual services. The following administrative divisions/units report to this position: Reference/Collection Development (including Brown Library, the Business Information Center, and the Computer Reference Area), Government Publications and Special Resources (including Center for Scholarship and Information and Audio-Visual Services), and the Woodson Research Center. Sets relevant policies and procedures for all aspects of research and instructional services. Monitors materials budget fund expenditures (\$2.7 million), recommending annual fund allocations. Implements and administers a full range of collection management and development and reference programs. Expected to take a leadership role in the implementation of new technology within collections and reference programs and the implementation of new services to the University community. Staff includes 13 librarians and 11 support staff. Reports to University Librarian and Associate University Librarian. Qualifications: An MLS from an ALA-accredited institution or another appropriate advanced degree and extensive (at least 5 years) and successful professional and administrative experience in academic libraries; demonstrated effectiveness in oral and written communications; demonstrated strength and effectiveness in at least one of the following areas: extensive knowledge of trends, developments, and practices of the foreign and domestic book trade; extensive knowledge of trends, developments, and practices of academic library public services programs; and evidence of significant contributions to the profession. Additional desired qualifications include an additional advanced degree in a subject area and working knowledge of at least one foreign language. Salary: \$45,000 minimum; negotiable. Competitive benefits; no state income tax. Applications received by January 5, 1991 will receive first consideration. To apply send letter of application, resume and names and telephone numbers of three professional references to: Jennifer Cargill, Associate University Librarian, Fondren Library, **Rice University**, P.O. Box 1892, Houston, Texas 772511892; 713/527-4022; Fax 713/285-5258. AA, EEO employer.

ASSOCIATE DIRECTOR. The Denison Library seeks a highly flexible individual to provide administrative support. We are looking for adaptable candidates with excellent communication and human relations skills and who enjoy a wide diverse set of challenges. Duties: working with affiliated institutions, coordinating library wide personnel management, implementing a staff development program, assisting in facilities planning, assisting in IAIMS/information technology efforts, coordination of marketing and PR activities. Required: ALA-accredited MLS, 3 years professional library experience, including 1 year of supervision. Experience in planning and implementing projects highly desirable. Salary range: \$37-47,000. Submit application by January 15, 1991; applications received after January 15, 1991, will be considered at the discretion of the Search Committee. Send letter of application, resume and contact information for three references to: Debra Miller, Staff Assistant, **University of Colorado Health Sciences Center**, Denison Memorial Library- Box A003, 4200 E. Ninth Ave., Denver, CO 80262. The University of Colorado Health Sciences Center is committed to equal opportunity and affirmative action.

AUTOMATION AND TECHNICAL SERVICES LIBRARIAN. Pittsburgh Theological Seminary seeks a librarian to help to secure, implement, and monitor an integrated automated system. Also some technical services and academic computing. Requires experience with OCLC, broad knowledge of library operations, and willingness to work toward an automated campus. Competitive salary, min. \$25,000. Three year minimum. Contact: Dr. Stephen Crocco, 616 N. Highland Avenue, **Pittsburgh Theological Seminary**, Pittsburgh, PA 15206.

BUSINESS LIBRARIAN. Position available immediately. Responsible for providing assistance at the Tanner Library Reference desk, hiring and supervision of student reference employees, bibliographic instruction in the areas of management and commu-

nications, selection of appropriate reference tools for the Tanner Business library, building the collection in the subject area of Communication. Qualifications: MLS degree from an ALA-accredited library school with an additional masters degree in appropriate subject specialty or a doctoral degree in an appropriate subject field. Must have demonstrated ability and experience in the supervision of employees. Previous experience in the field of business and or a business library is also important. Excellent interpersonal and communication skills. Brigham Young University was founded and is supported by the Church of Jesus Christ of Latter-day Saints, and an applicant's conduct and character must be consistent with the standards of the Church and the BYU Code of Honor. (Code of Honor available upon request.) Preference is given to LDS applicants. Salary and benefits: Faculty status, generous insurance and retirement benefits. Minimum salary \$22,500, negotiable depending on qualifications. This is a twelve-month appointment with twenty-two days annual leave and additional professional development time available. Deadline for application De-

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	\$27,000
Indiana	varies*
Iowa	\$20,580
Kansas	\$17,500*
Louisiana	\$20,000
Maine	varies*
Massachusetts	\$27,554*
New Hampshire	\$17,500
New Jersey	\$24,200
New York	varies*
North Carolina	\$20,832
Ohio	\$20,024
Pennsylvania	\$23,700*
Rhode Island	\$23,750
South Carolina	varies*
South Dakota	\$20,000
Vermont	\$21,500
West Virginia	\$20,000
Wisconsin	\$24,837

*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.



HEAD, OFF-CAMPUS LIBRARY SERVICES

Central Michigan University

OCLS is the largest comprehensive off-campus library support service for extended degree programs in the country, serving adult undergraduate and graduate students in over 50 centers in the United States and Canada. Responsibilities: Directs and participates in a reference assistance and document delivery service for students and faculty in the off-campus curriculum of the University. Supervises a staff of 11.5 FTE including six librarians (two in Mt. Pleasant, MI; two in Fairfax, VA; and two in Troy, MI.) The minimum qualifications are an ALA-accredited MLS degree and 4 years professional experience including reference service and expertise in areas such as bibliographic instruction, online and/or CD-ROM database searching, and supervision. Excellent communication and interpersonal skills, willingness to travel by airplane and work a flexible schedule, potential for administrative success, and interest in promoting library services to , and serving the academic needs of, adult learners are required. Experience with micro computing and NOTIS is desired. Salary negotiable and commensurate with qualifications, minimum \$37,500. Position is a 12-month appointment based in Mt. Pleasant, MI. CMU is a state institution with an enrollment of 17,000 on-campus students and an off-campus constituency of over 10,000. CMU's Off-campus Library Services program, a recognized model for supporting distance learning, sponsors the Off-campus Library Services Conference to support librarians in this field. Submit a letter of application, resume, and the names, titles, addresses and telephone numbers of three references to:

Chairperson, Selection Committee
207 Park Library
Central Michigan University
Mt, Pleasant, MI 48859.

Position is available in early 1991. Applications and nominations will be taken until the position is filled. CMU (AA/EO institution) encourages diversity and resolves to provide equal opportunity regardless of race, sex, handicap, sexual orientation, or other irrelevant criteria.

ember 20, 1990. To apply: Send resume and names of three references to Dr. Larry J. Ostler, Assistant University Librarian for Personnel, 3080 HBLL, **Brigham Young University**, Provo, Utah 83602.

CATALOG LIBRARIAN/AREA SPECIALIST, Arizona State University (salary and deadline revised). Serves as cataloger/area specialist for Japanese language materials: directs the cataloging and bibliographic maintenance program for these materials; does original cataloging of monographs and serials; performs all collection development responsibilities, faculty liaison and specialized public service for areas of specialization; supervises and trains a library assistant; participates in departmental governance and management; engages in professional development and service activities. Required: ALA-accredited MLS degree; proficiency in both spoken and written Japanese; ability to communicate effectively in spoken and written English; knowledge of the Japanese language book trade and bibliography; demonstrated interest in professional development/contributions and service, as required for promotion and continuing appointment. Preferred: Degree in Japanese Studies or Japanese emphasis in subject degree; cataloging experience (AACR2, LCSH, LC classification system); successful supervisory and training experience; proficiency in the Hepburn romanization scheme; ability to work with Korean language materials in cataloging and collection development. Salary: \$22,000 and up, dependent on qualifications and experience. To apply: Send letter of application, resume, and the names, addresses and telephone numbers of four recent references to: Constance Corey, Associate Dean for Management Services, Hayden Library, **Arizona State University**, Tempe, AZ 85287-

1006. Phone (602) 965-3417. Deadline: January 31, 1991, or the last day of each month thereafter until the position is filled. ASU is an affirmative-action, equal-opportunity employer.

CATALOGER. Catalog department. University of Cincinnati, University Libraries. This position catalogs Classics and other library materials. The position has supervisory responsibility for one FTE. The Catalog department is composed of 21 employees and uses OCLC as a cataloging utility. Under a new organizational plan, the catalog department is organized into four units: monograph searching and online cataloging, serials cataloging, monograph offline cataloging and conversion, and original cataloging. Reporting to the Department Head, the position is in the original cataloging unit. University Libraries include a general social science and humanities library and eleven specialized libraries, one of which is the Classical Library of 130,000 volumes. It has an online catalog and a collection of more than 1.6 million volumes. Required qualifications: 1) MLS from an ALA-accredited program. 2) Reading knowledge of German and Latin. 3) Demonstrated knowledge of AACR2, LCSH, LC classification, and MARC tagging. 4) Ability to communicate clearly, both orally and in writing. 5) Demonstrated ability to work effectively with colleagues. Preferred qualifications: 1) Reading knowledge of Italian or French. 2) Degree in classical studies or related field. 3) Minimum of one year experience in professional cataloging with OCLC or another bibliographic utility. 4) Experience with microcomputers and database management. Faculty status. Salary and rank dependent on qualifications. Salary range: \$24,000 to \$28,000. Tenure track. The University of Cincinnati offers excellent fringe benefits. To apply for the position, send the following information: 1) a cover letter with a complete

CURATOR OF SPECIAL COLLECTIONS

The University of Chicago Library

The University of Chicago Library is seeking candidates for the position of curator of special collections. The Department of Special Collections encompasses research documentation of broad diversity and chronological range in many languages and fields of knowledge. The collections include more than 250,000 volumes, including rare books, and 7 million documents, including manuscripts, graphic materials and University and other archives. The Department's collections are an integral component of the University Library's collections of over 5 million volumes and 50,000 active serial titles.

The Curator is responsible for the quality and general support of the Department's collections and services and for insuring that they play a productive and coordinated role within the University Library and in the University. The Curator manages the Department's staff of 16 FTE, including two professionals, and its full range of activities, including rare books, archives, manuscripts, exhibits, conservation, and reader services. The Curator also contributes to overall planning and management in the University Library by serving on its Management Council and on other Library committees.

Responsibilities: Assess, articulate and support the collection development policies for Special Collections in coordination with the Assistant Director for Collection Development and within the context of University Library collection development plans; oversee growth of the collection through purchases and donations; coordinate the development of Special Collections with the University Libraries general collections and collections of other universities. Manage the Department of Special Collections and its staff. Coordinate the activities of the units of the Department. Propose, substantiate, and document budget requests. Communicate with faculty, visiting scholars, colleges, and students to help them explore the collections and to insure that the collections are responsive to needs and changes in the disciplines and programs of the University. Work with all levels of University Library management on formulating plans, policies, and procedures relating to the Department. Oversee departmental applications of the Libraries' automated systems; in coordination with the Assistant Directors for Technical Services and for systems, apply modern technologies to bibliographic control and library options and services. Direct the exhibit, publication, and preservation programs of Special Collections in coordination with Library-wide programs. Cooperate with Library Development in establishing relationships and cultivating the interest of donors and friends of the University.

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statement of qualifications for the position, 2) a resume of education and experience, and 3) the names, addresses, and phone numbers of three references. Send to: Mark Weber, Assistant University Librarian for Personnel, 640 Langsam Library, **University of Cincinnati**, Cincinnati, Ohio 45221-0003. Letters of application must be postmarked no later than January 21, 1991. The University of Cincinnati is an equal opportunity/affirmative action employer.

CATALOGER. Immediate opening. One year grant-funded special project to catalog world's largest collection of Shakespeare First Folios. Will have access to part-time bibliographical consultant. Experience with descriptive bibliography or with cataloging early printed books required. Cataloging will involve physical descriptions of the volumes by signatures and pagination along with determination of provenance when possible. Will oversee input of cataloging work into RLIN database. Salary range, \$23,200 - \$32,500 depending upon qualifications. Excellent fringe benefits. Send resume with three references to: Personnel Office, **Folger Shakespeare Library**, 201 E. Capitol Street, S.E., Washington, D.C. 20003. An equal opportunity employer.

CATALOGING TEAM MANAGER. Responsible for all aspects of serials cataloging including supervision of support staff & planning, directing & coordinating all cataloging activities of the library.

Participates in the development & review of cataloging policies and procedures, especially in serials. Trains & evaluates serials staff. The Cataloging Team Manager will have a key role in reorganizing Technical Service from a format-based to a function-based operation. The library currently uses the LS/2000 system, SC 350 for serials control & ACQ 350 for acquisitions. Additional duties include participation in collection development through service as a liaison with selected university departments and occasional weekend reference duty. Reports to the Head of the Technical Services Department and works closely with the Catalog Librarians. Qualifications Required: ALA-accredited MLS. Experience and proven ability in cataloging in an academic library, especially serials cataloging. Successful experience in staff supervision. Demonstrated knowledge of USMARC formats, LC classification, AACR2, LCSH, and online bibliographic utilities. Effective interpersonal, written and oral communication skills. Experience in an automated library environment. Preferred: Additional advanced degree. This is a 12-month tenure-track position with appointment at the rank of assistant professor. The successful candidate will be expected to meet university reappointment, promotion and tenure requirements. Minimum salary is \$28,000. Review of applications will begin on December 14, 1990 and will continue until the position is filled. Please submit letter of application, resume (non-citizens must include current visa status) and the names, addresses and telephone numbers of three current references to: Dr. Ruth Katz, University Librarian, Dimond Library, **University of New Hamp-**

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Qualifications: The Curator will bring to this position an understanding of the importance of special collections to higher education and scholarship. This understanding will underpin an ongoing intellectual engagement with the programs of this university and their relationship to the Department, and will guide the Curator in facilitating and promoting the use of special collections. The Curator will actively and aggressively collect appropriate materials, whether by purchase or by cultivation of potential donors. The Curator will possess leadership qualities and administrative and interpersonal relations skills to manage effectively the resources available to the Department. The Curator's experience and judgment will allow the University Library to continue to build an excellent collection and to serve the scholars who use it.

Education: Graduate Library degree from an accredited library school or Phd. in a relevant discipline is required. Holders of a graduate library degree will preferably hold another degree in a relevant discipline a broad academic background is essential.

Experience: Demonstrated involvement with scholarship and the needs of scholars. Through knowledge of bibliographic description and control as applied to rare books, manuscripts, archives, and other materials. A minimum of five years of progressively responsible professional experience in special collections or a related area is anticipated. Ability to apply modern technologies to library operations and services. Demonstration of increasing administrative and supervisory responsibilities. Excellent written and oral communications skills.

Languages: Reading knowledge of at least two of the following languages: French, German, Italian, or Latin.

Salary and Benefits: Appointment salary will be based on qualifications and experience. Benefits include a contributory retirement plan, health and life insurance, 22 days vacation, 6 University holidays, 5 personal days, and sick leave. There is a tuition benefit plan for college-age and younger children. Letters of application should include curriculum vitae and names, addresses, and telephone numbers of three references. Applications received by January 31, 1991 will be assured consideration. Preliminary interviews of individuals whose applications are received by **December 31, 1990**, may be held at ALA Midwinter (January 12-17, 1991). Please submit applications to:

William F. Garrity
Search Committee for Curator of Special Collections
University of Chicago Library
1100 East 57th Street
Chicago, IL 60637

The University of Chicago is an equal opportunity employer.

shire, Durham, NH 03824. Federal law requires proper documentation of identity and employability at the time of employment. The University of New Hampshire is an equal opportunity/affirmative action employer.

DEAN OF LIBRARY SERVICES. Winthrop College, Rock Hill, SC, a medium-sized, competitive admission, comprehensive, residential institution, invites applications and nominations for the position of Dean of Library Services. Chief academic and administrative officer for Dacus Library; reports to the Vice President for Academic Affairs. Staff of 32 includes 14 professional librarians; collection of approximately 328,890 volumes; state of the art online integrated library system. Dean provides leadership in strategic planning and policies and fosters an effective internal management structure responsible for collection development and management, library services, personnel resources, automation, and cooperative programs. Successful candidate must have and MLS from ALA-accredited institution; second master's degree in academic field or doctorate strongly desired. Other qualifications include demonstrated leadership in the library profession; increasingly responsible management experience in modern academic library; demonstrated achievement in dealing with new technologies; record of professional activity and achievement; strong human relations and communication skills; commitment to diversity; and imagination and resourcefulness in planning the utilization and development of resources. Review of

applications to begin December 1, 1990. Applications should include a resume, the names, addresses and phone numbers of three persons who may be asked to provide a letter of reference, and a letter of interest including a statement of the candidate's capacities and experiences. Nominations must include a current mailing address for the nominee. Applications and nominations may be sent to Dr. Albert M. Lyles, Chair, Search Committee for Dean of Library Services, 115 Tillman Hall, **Winthrop College**, Rock Hill, SC 29733. Winthrop College is an equal opportunity, affirmative action employer.

DIRECTOR OF MEDIA SERVICES. Illinois Wesleyan University seeks a Media Director to lead the administration of media services at a premier, private undergraduate university enrolling 1,700 students. Responsibilities include supervising and coordinating use of media facilities, providing instructional design consultation, providing instruction in media methods and technology, coordinating bibliographic instruction, selecting and maintaining media collections, assisting with general reference. Minimum qualifications for this 12 month appointment include a MSLS from an ALA accredited program plus a second graduate degree in Media/Educational Technology. Familiarity and experience with the educational applications of computers is essential. The candidate must have the ability to work as a team member serving various constituencies such as Education, Foreign Language and Nursing. Salary starts at \$30,000 and will be commensurate with experi-



LIBRARIANS (TWO POSITIONS)

University of Northern Iowa

The University of Northern Iowa, recently ranked as one of the top Midwest regional universities, has two library faculty openings. UNI is a comprehensive, rapidly growing university with a current enrollment of 12,600. It is located in a metropolitan area of 150,000 offering a high quality of life and a low cost of living. The Donald O. Rod Library has a collection of about 700,000 volumes and more than 3,000 periodical subscriptions. Library faculty number 23. Work year consists of academic year - including summer sessions - plus two weeks (about 8 weeks off per year). UNI offers excellent fringe benefits, including a choice of state retirement or TIAA-CREF. Both positions require an ALA- accredited MLS or equivalent; strong interpersonal, written and oral communication skills; strong commitment to public service. Second master's or equivalent required for tenure.

ART AND MUSIC LIBRARIAN. Oversee current Art & Music section, providing reference services and developing collections in those subject areas. Also work on general reference desk, participate in library's active instruction program, other duties as assigned. Additional requirements: Degree or significant course work in Music or Art, preferably the former; two years professional experience including work in reference and collection development/management. Salary and rank: commensurate with qualifications and experience; \$28,500 minimum.


REFERENCE LIBRARIAN. New entry level position in department of 7.5 librarians. General reference position with collection management responsibilities in the biological, environmental and medical sciences. Provide reference services; participate in library instruction program; perform computerized searches; other responsibilities as assigned. Additional requirements: Degree, or significant course work or experience in the natural sciences, preferably the life sciences. Salary: \$24,000.

Review of applications for both positions will begin upon receipt and continue until positions are filled; applications received prior to **January 22, 1991** will be given first consideration. Send letter of application, resume, and names and addresses of three references to:

Gerald Peterson, Chair
A&M Search Committee (for Art and Music position)
or
Barbara Weeg, Chair
Reader Service Search Committee (for Reference position)

Donald O. Rod Library
University of Northern Iowa
Cedar Falls, IA 50613-3675.


An affirmative action/equal opportunity educator and employer. Minority persons, women, Vietnam era veterans, and disabled persons are encouraged to apply. UNI employs persons who are legally authorized to work in the United States as established by the Immigration Reform and Control Act of 1986.



ence. Excellent fringe benefits. Position available immediately. Send resume and 3 letters of reference to: Clayton Highum, Director of Libraries, **Illinois Wesleyan University**, Bloomington, IL 61702. Illinois Wesleyan University is an equal opportunity employer and encourages applications from women and minorities.

DIVERSITY LIBRARIAN. University of Michigan Library. Duties: Responsible for the development and coordination of an array of diversity initiatives for the University Library. Based in the Graduate Library, will be responsible for developing programs which support Library and campus initiatives relating to multiculturalism and diversity, including support for minority/diversity research and assistance to minority graduate students and faculty in their areas of research, teaching, and service. Responsible for developing and managing interdisciplinary collections in areas variously described

as minority studies, sexual orientation studies, and multicultural studies with specific responsibility for non-mainstream publications and developing an ongoing referral relationship with subject selectors as appropriate. The position is defined in four relatively equal allocations of time and attention: coordination of public service initiatives; direct diversity reference and outreach services; minority studies/sexual orientation studies/ women's studies, materials selection; and instructional support for research in or study of multiculturalism and diversity. Minority candidates are specifically invited and encouraged to apply. Qualifications: Required: Accredited MLS. Minimum of 4 years library experience, with direct experience providing service to research community. Demonstrated effectiveness in providing reference, extended research, and instructional services. Demonstrated creativity in meeting information needs of a heterogeneous user community. Demonstrated knowledge in one or more of the following subject



LIBRARIANS IN PUBLIC SERVICES, TECHNICAL SERVICES, LIBRARY SYSTEMS, AND ADMINISTRATION

Miami University Oxford, Ohio


We're looking for a few outstanding professionals! Are you an experienced librarian tired of the same old routine?—a new librarian with little or no experience but willing to make a commitment to excellence? Would you like to work with a service-oriented staff in an exciting and challenging environment? Do you have special skills that aren't being fully utilized in your present position? Is there a job you've always wanted to do, but have never seen it advertised by any library? If you find yourself responding affirmatively to any (or all) of these questions, you may be just the kind of creative library professional for which we are looking!

The Miami University Libraries, which serve the information needs of Miami University, a selective institution located in Oxford, Ohio, 30 miles northwest of Cincinnati, is seeking outstanding people to work in public services, technical services, library systems and administration. We want to hear your ideas. Write and tell us about yourself and the unique skills you have to offer. Send your letter as soon as possible to:

Judith A. Sessions
Dean and University Librarian
King Library, Miami University
Oxford, OH 45056

Beginning salaries range from \$23,000 to \$30,000.

Miami University is an equal opportunity employer actively seeking minority candidates.



areas: Black Studies, Latino Studies, Hispanic Studies, sexual orientation, women's studies, or other multicultural research areas. Demonstrated oral and written communication skills. Minimum of three years collection development and management experience. Knowledge of book trade and national collecting patterns for specialized minority publications, and an understanding of collection assessment techniques. Experience with program development and management, and with library outreach programs. Ability to work in a heterogeneous and multi-unit environment. Desired: Experience in information management, database management, and quantitative collection assessment methodologies. Graduate degree or course work in a relevant field. Experience in grant project design, writing and implementation. Rank, salary and leave: Rank of Sr. Associate Librarian. Minimum salary of \$32,000; 24 working days of vacation a year with provision of extended benefits. Apply to: Lucy R. Cohen; Manager, Library Personnel Office; 404 Hatcher Graduate Library; **University of Michigan**; Ann Arbor, Michigan 48109-1205. Application deadline: Applications received by January 7, 1991 will be given first consideration. The University of Michigan is a non-discriminatory, affirmative action employer.

GOVERNMENT DOCUMENTS REFERENCE LIBRARIAN. University of Georgia Libraries. Salary minimum: \$22,000. Duties and Responsibilities: Librarians in the Government Documents Department provide extensive reference assistance with U.S. government documents; United Nations documents; Georgia documents; British, Canadian, French and German official documents; and other selected foreign government publications. To complement such service, reference librarians in the department prepare bibliographies and guides; conduct computerized database searches; and provide instruction through specialized tours, lectures and individual conferences. In addition, each Government Documents Reference Librarian contributes to the development and maintenance of the government documents collection, assumes responsibility for processing documents, and assists in fulfilling the

responsibilities of a U.S. Regional depository library. In all its activities, the Department seeks to serve effectively the informational needs of the university community and the general public. The Government Documents Department is composed of 5 librarians, 5 support staff, student assistants, and Data Services, a separately staffed unit which maintains a collection of machine-readable data files obtained through participation in the Georgia State Data Center (U.S. Census) and the Inter-University Consortium for Political and Social Research (ICPSR). Government Documents Reference Librarians report to the Head of the Department. Qualifications: Required: ALA-accredited MLS; Reference course work in government documents, or relevant experience; Knowledge of general reference sources; Effective oral and written communication skills; Ability to establish and maintain effective working relationships; Interest in user education. Desired: Experience with microcomputer applications useful in an office departmental setting; Experience with online searching; Working knowledge of at least one modern European language; Strong interest in academic librarianship. Application procedures: Send letter of application addressing all qualifications with a resume and the names of three references by January 23, 1991 to: Florence E. King, Personnel Librarian, **University of Georgia Libraries**, Athens, Georgia 30602. This position will be filled only if suitable applicants are found. The University of Georgia is an equal opportunity/affirmative action institution.

HEAD ACQUISITIONS DEPARTMENT. Duties: under the general direction of the Director of Library Technical Services, responsible for planning, directing and evaluating the monographic acquisitions department which includes: preorder bibliographic searching and verification on OCLC, RLIN, and in manual sources; vendor selection; monitoring expenditures; order, claim and receipt of firm orders, approvals, monographic standing orders and gifts; and mail services. Has responsibility for supervising eight full-time staff plus student assistants. Works closely with the Coordinator of Collection Development. Coordinates NOTIS acquisitions module. Main-

HEAD, DEPARTMENT OF LIBRARY PUBLIC SERVICES

Western Kentucky University

Serving over 15,000 students on main and extended campuses, University Libraries house a collection of over 500,000 volumes, subscribe to 4,500 serial titles, and participate in NOTIS; all library operations are fully automated. Responsibilities: organization and administration of department including recruitment, employment, training, and evaluation of personnel; administration and coordination of extended campus library services, reference and circulation services, collection development, library instruction, copy services, interlibrary loan, collection management, and online bibliographic search service; participation in general library administration; participation in scheduled patron assistance at the circulation and reference information desks. Qualifications: ALA-accredited MLS; experience in professional librarianship including supervision and administration in public services; excellent communication and interpersonal skills; a history of innovation and professional involvement. Minimum salary of \$36,000. Faculty rank. Open until filled. Position available January 1, 1991. Send letter of application, vita, and names, addresses and telephone numbers of three references to:

**Office of Academic Affairs
Department Head of Library Public Services Search
Western Kentucky University**

tains current awareness of publishing and pricing trends. Communicates effectively with publishers and vendors. This position is governed by the University's policies for research or creative achievement and professional service as outlined by the faculty handbook. Qualifications: Required: MLS from an ALA-accredited library school; four years technical services experience in an academic library or equivalent related experience (book trade, special library); two years acquisitions experience; two or more years supervisory responsibility; two or more years professional experience; familiarity with domestic and foreign book trades; evidence of scholarly publication. Desirable: Familiarity with bibliographic utilities; automated acquisitions experience, preferably NOTIS; reading knowledge of one or more modern European languages; demonstrated leadership ability; strong interpersonal and communication skills; second master's degree and/or additional post graduate work. Screening date: January 15, 1991. Search will remain open until filled. Salary: \$30,000 (minimum). Benefits: TIAA/CREF; State Retirement system; comprehensive medical protection; 21 days vacation; University holidays; generous sick leave. University Libraries: A member of the Research Libraries Group, AMIGOS, and ARL, the University Libraries consists of a main library and six branches. The collection contains more than 2.2 million volumes, 16,000 periodical subscriptions, and three outstanding special collections in history of science, western history, and business history, The Library has implemented the public access catalog, cataloging, authority control, acquisitions, and circulation functions of the NOTIS system. Employment: Librarians have faculty status, privileges, responsibilities, rank of assistant professor or above, and are eligible for tenure. Application: Send letter of application with resume, a list of publications and the names of three references to: Donald C. Hudson, Manager, Administrative Services, University Libraries, University of Oklahoma, Norman, OK 73019. 1-405-325-2611. The University of Oklahoma is an equal opportunity/affirmative action employer. We encourage minority and women applicants and we are responsive to the needs of dual career couples.

HEAD OF CATALOGING. The Library of the Centre Canadien d'Architecture/Canadian Centre for Architecture requires a Head of Cataloging. The Library's collection of 135,000 volumes devoted to the history of architecture and the built environment is represented

in the Research Libraries Information Network by acquisitions-level records; a full cataloging program is now required. The Head of Cataloging will be responsible for the development and the administration of this program, with specific emphasis on policy which ensures intellectual access to the Library collections, policy in the areas of subject analysis, indexing rules, vocabulary and authority control, and classification. The Head of Cataloging will collaborate in the development of integrated local systems and uniform cataloging standards designed to promote complementary access to the holdings of the library and the CCA's departmental collections of prints and drawings, archives, and photographs. Qualifications: MLS; degree in architectural or art history or sound experience with the cataloging of the literature of these disciplines in an academic or special library environment; experience with the use of a bibliographic utility and local systems development; ability to work in English and French, with a reading knowledge of other modern European languages; five or more years of professional cataloging experience, with proven management skills. The salary level is \$38,000; the CCA offers excellent personal benefits. Letters of application should be sent to: Manager of Human Resources, **Centre Canadien d'Architecture/Canadian Centre for Architecture**, 1920 Baile Street, Montreal, Quebec, H3H 2S6. The CCA is an equal opportunity employer.

HEAD OF CIRCULATION DEPARTMENT. The University of Akron is the third largest state-assisted university in Ohio. It offers its 29,000 day and evening students more than 230 associate's, bachelor's and master's degree programs, and 14 doctoral degree programs. The University Library and Learning Resources is seeking a flexible, experienced manager to direct the work flow of its Circulation Department. Reporting directly to the Director of University Library and Learning Resources, the Head of the Circulation Department supervises 7.0 FTE staff and 50 student assistants. This working manager is responsible for coordinating all circulation functions including: reserves, stack maintenance, physical processing, binding and interlibrary loans; for participating in the Department Head's Advisory Group and serving on other standing and ad hoc committees; for planning and implementing the department's goals and budget. Required: MLS from an ALA-accredited institution; ability to supervise and interact with diverse groups of people; expertise with an integrated online circulation

LIBRARY DIRECTOR (SEARCH REOPENED)

The University of Michigan-Flint

The University of Michigan-Flint invites applications from highly qualified candidates for the position of Director of the Library. The Director reports to the Provost and Vice-Chancellor for Academic Affairs.

The University of Michigan-Flint, one of three campuses of The University of Michigan, has been the fastest-growing public institution for higher education in Michigan during the past ten years. It has a faculty of 270 and serves 6500 undergraduate and graduate students with colleges of liberal arts and sciences, management, and health professions and studies. The University of Michigan-Flint, located on a new riverfront campus in a diverse urban community, anticipates breaking ground next year for a new library building. The Library is an associate member of the Research Libraries Group, has a collection of over 150,000 volumes, enjoys a growing acquisitions budget (currently over \$400,000), and has the commitment of the Chancellor and the Provost to increase it significantly over the next two years. The new Director will lead the library to an integrated on line library system.

Responsibilities: The Director will maintain a collegial relationship with the University community and will handle diverse administrative responsibilities, including collection development, information access, automation planning and execution, budget, long-range planning, library physical facilities planning, and public and technical services. The Director must have a strong service orientation, the capability to stimulate and develop professional and support staff, and the ability to address the special library needs of a comprehensive commuter university community.

Qualifications: An MLS is required; a second master's or a doctorate is desired. Candidates are required to have administrative leadership experience, preferably in a four-year university library or four-year college library, demonstrated budget management skills, superior interpersonal skills, demonstrated oral and written abilities, a record of professional activities, broad experience with current information technologies, and a commitment to affirmative action and diversity. Physical facilities planning experience is desired.

Position to be filled: On or after July 1, 1991.

Salary: Salary commensurate with education and experience, mid \$40s; full University of Michigan staff benefits including TIAA and CREF.

Application: Send letter of application, current resume, and names and phone numbers of three references to:

**Library Director Search Committee Chair
Office of the Provost
The University of Michigan-Flint**

system; demonstrable successful management of a large and complex circulation department; 3-5 years library experience; superior oral, written and interpersonal communication skills. Preferred: Academic library experience; budgeting and planning experience; a strong commitment to public service; an understanding of the dynamics of large organizations and ability to work effectively in a changing environment. This is a non-tenure-track Professional Staff position. It includes 22 days vacation, standard benefits package, and a starting salary between \$25,000-\$28,000, based on qualifications. Application deadline is January 31, 1991. Send letter of application, resume, and names of three references to: Phyllis O'Connor, Chairperson Search Committee for Head of Circulation, **University of Akron**, University Library and Learning Resources, Akron, Ohio 44325-1701. The University of Akron is an Equal Education and Employment Institution.

HEAD SPECIAL PROJECTS TEAM. University of Minnesota Libraries is seeking a highly qualified librarian to provide leader-

ship for a special projects cataloging team. This is one of 8 professional positions in the division. Responsibilities: Management of a team, consisting of the head and three paraprofessionals, which will respond to unique cataloging needs across the system including special collections and archive units. Cataloging will be both original and copy cataloging in a variety of languages, subjects, and MARC formats. Specific responsibilities of the project head include the following: define project goals in conjunction with the division head, develop, direct and document procedures; perform original cataloging; supervise, train and evaluate staff; serve as liaison with other units in technical services and public services that are affected by the work of the team. Qualifications: ALA-accredited MLS or its foreign equivalent; two years of cataloging experience, which includes a substantial portion of original cataloging, in an academic or research institution; strong supervisory or team-building skills as demonstrated by experience or training; competence in the assignment of LC classification and subject headings; competence with the

SPECIAL COLLECTIONS POSITIONS INITIATIVE ANNOUNCED

The Philadelphia Area Consortium of Special Collections Libraries (PACSL)

The Philadelphia Area Consortium of Special Collections Libraries (PACSL) announces the creation of eighteen full-time professional positions as part of its "Initiative for the 1990's." Qualified applicants are being sought for positions as:

Project Coordinator
NACO Coordinator
Special Collections Cataloger
Rare Book Catalogers
Archivists
Manuscript Catalogers
A-V Catalogers
Architectural Drawing Cataloger.

The "Initiative for the 1990's" is a landmark collaborative venture to catalog significant research holdings from sixteen of Philadelphia's major special collections libraries. Records will be added to both RLIN and OCLC. Pending final approval of grant funding, positions will begin as early as January 1, 1991; most will continue for 36 months. Copies of job descriptions for all positions may be requested from:

Roger W. Moss
Executive Director
The Athenaeum of Philadelphia
East Washington Square
Philadelphia, PA 19106-3794.

MARC format; thorough knowledge of AACR2; ability to catalog non-English materials; experience with automated library systems. Desire experience with nonbook formats, including AMC, and with RLIN, OCLC, or NOTIS. Appointment: This is a twelve-month academic/professional position with probationary appointment at the Assistant Librarian rank. TO gain continuous appointment, successful performance of job responsibilities and a record of professional contributions is required. Minimum salary is \$28,000. Position available September 3, 1990. Application must be postmarked by March 15, 1991. Please identify application with UL 203. Applicant should send a letter of application with detailed resume and the names and addresses of three references to: Barbara Doyle, Personnel and Staff Development Officer, University Libraries, 453 Wilson Library, 309 19th Ave South, **University of Minnesota**, Minneapolis, MN 55455. The University of Minnesota is an equal opportunity educator and specifically invites and encourages applications from women and minorities.

HEAD OF TECHNICAL SERVICES/SYSTEMS LIBRARIAN, Weter Memorial Library, Seattle Pacific University. Responsibilities include: managing/directing technical services and coordinating an online integrated system, including the supervision of a retrospective conversion project. Candidates must have: ALA-accredited MLS; administrative experience in technical services; familiarity with a major bibliographic utility, library automation applications, retrospective conversions, and bibliographic database management; and effective interpersonal and communication skills. Professional position, salary (\$30,000 - \$33,500) depends upon experience and qualifications. Seattle Pacific is an evangelical Christian university in the Wesleyan tradition, serving more than 3,400 undergraduate and graduate students in the liberal arts and professional studies. Women and minorities are

encouraged to apply. Send resume and letter listing three or more references to: Gary R. Fick, University Librarian, Weter Memorial Library, **Seattle Pacific University**, Seattle, WA 98119. Phone (206) 281-2228. Closing date: January 2, 1991.

INFORMATION MANAGEMENT EDUCATION SERVICES COORDINATOR. Taubman Medical Library, University of Michigan. Duties: Plans, implements and evaluates the information management education (IME) program for the health sciences cluster (Dentistry, Public Health, and Taubman Medical Libraries). Manages and evaluates the instructional activities of information services staff. Performs online searches in a variety of databases. Selects materials for the collection in several major subject areas. Assists and instructs users at the reference/information desk. Represents the health sciences libraries on appropriate University Library committees. Required qualifications: ALA-accredited MLS. Demonstrated oral and written communication skills. Minimum 1 year experience supervising instructional activities of librarians. Minimum 3 years experience as librarian instructor, searching MEDLINE in BRS and NLM, and in public services position in an academic health sciences library. Ability to use both Macintosh and IBM microcomputer. Desired: Bachelor's degree in biological/health sciences. Rank, Salary and Leave: Rank of Associate Librarian. Minimum salary of \$29,000. Apply to: Lucy R. Cohen, Manager, Library Personnel Office, 404 Hatcher Graduate Library, **University of Michigan**, Ann Arbor, Michigan 48109-1205. Application deadline: Applications received by 12/21/90 will be given first consideration. The University of Michigan is a non-discriminatory, affirmative action employer.

LIBRARY AUTOMATION SYSTEMS ANALYST. Full-time. The Library of the Fermi National Accelerator Laboratory (Fermilab) is

LIBRARY DIRECTOR

Trinity University

Trinity University, San Antonio, Texas, invites nominations and applications for the position of Library Director which will become available June 1, 1991. Trinity University is a selective, independent, coeducational, primarily residential and undergraduate institution committed to excellence in the liberal arts and sciences. Along with traditional areas of study, Trinity also offers a few selected professional and pre-professional programs, as well as three graduate programs. Undergraduate enrollment is approximately 2,400, including students from all areas of the United States and many foreign countries. A modern and attractive campus overlooks downtown San Antonio, a city rich in heritage and ethnic and cultural diversity with a population of about one million. The Maddux Library has a collection of more than 680,000 volumes of books and bound periodicals, plus sizable holdings of government documents, microforms, and nonprint items, and includes an audiovisual department. The Library Director reports directly to the Vice President for Academic Affairs and serves on the Deans' Council. S/he supervises a staff of more than sixty, fourteen of whom hold faculty rank, and administers a total budget of over three million dollars. Candidates for the position must have an ALA-accredited MLS degree and an additional advanced subject degree, preferably the doctorate. They must be eligible for faculty rank with tenure at the rank of Associate Professor or Professor. Candidates should offer experience and leadership in the following: collection development, public services, technical services, library media services, personnel management, budget planning, automated systems, and library space planning and use. Candidates are expected to have a knowledge of information technologies and a commitment to enhancing library use by students and faculty. The salary will be commensurate with qualifications and experience, with a \$55,000 minimum. The position carries a twelve-month contract, TIAA/CREF and other fringe benefits. The deadline for the receipt of applications and nominations is **January 17, 1991**. Send letter of nomination or letter of application accompanied by detailed resume, and names and telephone numbers of at least three references to:

**Professor Nina Ekstein, Chair
Library Director Search
Office of Academic Affairs
Trinity University
715 Stadium Drive
San Antonio, TX 78212.**

Trinity University is an equal opportunity, affirmative action employer;
we especially encourage application from minorities and women.

seeking an experienced Analyst to support its recently installed Data Research Associate automation system and other related efforts. Responsibilities will include maintaining and upgrading the system; developing additional automated services (i.e. full text on-line); training library staff; and designing user training programs. Requirements include 2 years experience with Data Research Associates library automation software (or similar system) and management of a VMS operating system. (Alternative relevant experience, will be considered.) A bachelor's degree in a technical field and significant library experience or and MLS degree (or equivalent) and significant computer experience are also necessary. Familiarity with DECnet, TCP/IP and/or UNIX is a plus. Located 40 miles west of Chicago, Fermilab is operated by the Universities Research Association, Inc. for the U.S. Department of Energy. The Laboratory serves researchers from around the globe with and environment in which to study high energy physics. AN attractive salary (\$28,000-\$46,000), excellent benefits and non-smoking work setting offered. For consideration, please forward resume and salary requirement to: James Lasenby, **Fermi National Accelerator Laboratory**, P.O. Box 500, Batavia, IL 60510. An equal opportunity employer M/F.

LIBRARY GRADUATE ASSISTANTS FOR 1991 ACADEMIC YEAR. Mankato State University Library is seeking individuals

who possess either an MLS or MA in Library Science and who wish to work on a subject master degree while gaining valuable professional experience in an academic library. MSU offers master degrees in over 60 academic disciplines. Graduate assistantships are internships in the discipline -in this case- two disciplines library science and the subject discipline of your choice. Graduate assistants supervise student workers and perform other professional services in the public and technical services of the Library. Public service positions include reference, government publications, on-line database searching, interlibrary loan, educational resource center, media production, circulation, maps, periodicals, and bibliographic instruction. Positions in the technical services include acquisitions, cataloging, and library research. Successful candidates must show evidence of demonstrable working experience in one of the areas listed. A full assistantship averages 20 hours of work and pays at least \$163 per week for 34 weeks of the academic year. Eleven-month assistantships are also available with additional compensation. Additionally, graduate assistants qualify for in-state tuition and for at least one-half tuition remission of 6 to 12 graduate credits per quarter during the academic year. Mankato State University Library, a dynamic information center for 16,000 students and area users, has a staff of 25 librarians, 24 classified staff, 20 graduate assistants, and over 150 student workers. Memorial Library is home of the PALS total library system, a



TAMPA CAMPUS LIBRARY

SIX POSITIONS

THE UNIVERSITY OF SOUTH FLORIDA TAMPA CAMPUS LIBRARY

THE UNIVERSITY. USF is the second largest of nine universities in the State University System of Florida (SUS). The central Tampa Campus, and regional campuses at St. Petersburg, Sarasota, Ft. Myers, and Lakeland have a combined enrollment of over 32,000 students. The centralized Tampa Campus Library has 42 librarians and 75 support personnel, library holdings of over 800,000 volumes, 4,000 periodical titles, Federal and state documents depository, special collections and archives. The library participates in an SUS-wide online catalog using NOTIS software. Applications are invited for the following positions:

BUSINESS REFERENCE LIBRARIAN. Rank: Assistant Librarian to University Librarian. Responsible for supporting research and instructional needs of faculty and students in the College of Business. Includes reference service, collection development, bibliographic instruction, and online searching. Qualifications Required: Professional experience with business reference materials, collection development and business government publication in academic or large public library.

Preferred: A Business degree. Minimum Salary by rank: Assistant Librarian—\$22,000; Associate Librarian—\$24,000; University Librarian—\$28,000.

REFERENCE LIBRARIAN. Rank: Instructor Librarian. Responsible for basic reference services, including Reference Desk, Bibliographic Instruction, Interlibrary Loan, and automated reference services with OCLC, RLIN, Dialog, and others. Qualifications Preferred: Previous experience in reference services listed above. Minimum Salary: \$20,000.

HEAD OF REFERENCE DEPARTMENT. Rank: University Librarian. Responsible for planning, organizing, supervising and participating in departmental activities that include Reference Desk, Bibliographic Instruction, ILL, and automated services; allocating resources, assigning work schedules, and evaluating employees. Qualifications Preferred: Significant experience in large, academic/research reference environment; ability to provide team leadership in a dynamic, changing environment. Minimum Salary: \$34,000.

HEAD OF SPECIAL COLLECTIONS DEPARTMENT. Rank: Associate Librarian to University Librarian. Responsible for operation of department with rare books, Florida history, 19th Century American Literature, Juvenile Literature, and archival collections. Qualifications Preferred: Experience in Special Collections in academic or large public library. Experience/training in archives, book/manuscript conservation or photo archives, development/fund raising experience in library or academic setting. Second masters or doctoral degree in American Studies, U.S. History, or English; reading knowledge of the Spanish language, background in Florida History, 19th Century American Literature, American Studies or Popular Culture. Minimum Salary: \$34,000.

(continued on next page)

nationally known integrated library system featuring an online catalog, a circulation system, an interlibrary loan module, a serials control system, an acquisition system, and external files such as ERIC. Authority control and inventory control are under development. A letter of application outlining your experiences in an academic library, your resume, and the names and telephone numbers of three current references should be sent to Dr. Thomas M. Peischl, Dean of the Library, **Mankato State University**, MSU Box 19 - P.O. Box 8400, Mankato, MN 56002-8400; telephone (507)389-5953. Applications from minorities are encouraged; Mankato State University is an equal opportunity University and employer.

MIDDLE EAST CATALOG LIBRARIAN. Responsibilities include a full range of original cataloging functions, including classification, descriptive and subject cataloging of library materials in Arabic, Persian and Turkish, contributing original cataloging records to OCLC, and training a script language typist. MLS from

an ALA-accredited library school is required as is fluency in Arabic and a knowledge of Persian and Turkish languages. Experience with AACR2, LC classification and MARC formats are also necessary. Preferred qualifications include a knowledge Hebrew, Ottoman Turkish and French languages; degree in Middle East Studies; experience with OCLC or other online database; demonstrated interpersonal relations and communications skills. Minimum salary will be \$20,000 plus, commensurate with experience. Benefits include partially paid health and dental insurance and paid TIAA-CREFF, reduced tuition, 25 days vacation and generous professional development time, sick and holiday leave, academic leave possible after three years employment. Librarians have academic status at the University. Applications received by January 31, 1991 will be given first priority; applications will be accepted until position is filled. Send letter of application, resume and names of three references and/or Placement Bureau's address and salary requirements to: Kathy MacDougall, 328 Marriott Library, **University of Utah**, Salt Lake City, Utah 84112. The

HEAD OF CATALOGING DEPARTMENT. Rank: University Librarian. Responsible for managing, planning, supervising, and evaluating original and copy cataloging units using OCLC and NOTIS, and the unit responsible for physical processing. Qualifications Required: Cataloging experience in academic or large public library. Preferred: Administrative experience in a cataloging department in academic or large public library. Experience with OCLC, NOTIS or other automated library system; working knowledge of a foreign language, i.e. modern European or Russian. Familiarity with preservation techniques, and with book and non-book cataloging; ability to work effectively in a changing environment. Minimum salary: \$34,000.

CATALOGING LIBRARIAN (.50 FTE) Rank: Assistant Librarian to Associate Librarian. Responsible for original and complex copy cataloging in a variety of formats and languages. Qualifications Preferred: Working knowledge of AACR2, rev., and earlier rules, LC classification, LCSH, and OCLC/MARC tagging; experience with OCLC, NOTIS or other automated library system; and functionality in a foreign language, e.g. modern European or Russian. Minimum Salary: \$12,500.

REQUIREMENTS. All positions require an ALA-accredited Master's degree, demonstrated effective organizational, interpersonal, and verbal communication skills, and an indication of activity in professional associations and/or scholarly or creative activity. Salary for each rank is dependent upon qualification and experience. Required qualifications for each rank are:

Instructor Librarian: Entry level position with no previous experience required, but candidates shall have an academic record and recommendations that indicate a potential for successful performance as an academic librarian.

Assistant University Librarian: Minimum of two years professional experience after graduation.

Associate University Librarian: Minimum of five years professional experience after graduation. Additional academic course work and/or participation in institutes, workshops, or conferences.

University Librarian: Minimum of nine years professional experience after graduation. Additional academic course work and/or participation in institutes, workshops, or conferences.

BENEFITS. Librarians are non-tenure earning faculty, and are represented by the faculty collective bargaining unit. Twenty-two days vacation, and thirteen days sick leave accrue annually. TIAA/CREF or other retirement options, usual insurance benefits, no state or local income tax.

TO APPLY: Send letter of application or nomination, recent resume and names, addresses and telephone numbers of three professional references by **January 15, 1991**, to:

**Leslie Higdon
Secretary to the Search Committees
University of South Florida
Tampa Campus Library-LIB 122
4202 Fowler Avenue
Tampa, FL 33620-5400**

By Florida Sunshine Law, applications and meetings regarding the search are open to the public.
The USF Tampa Campus Library is committed to the concept of cultural diversity. USF is an AA/EEO Institution.
Women and minority candidates are encouraged to apply.

University of Utah is an equal opportunity, affirmative action employer and encourages nominations and applications from women and minorities.

NON-PRINT CATALOG LIBRARIAN. Central Missouri State University is seeking a Non-print Catalog Librarian. Responsibilities: cataloging of all non-print materials, planning procedures, local documentation, training and supervision of support staff, coordinate work with other library units, reference nights and weekends. Required: MLS; relevant library experience; knowledge of LC classification, MARC and AACR2; familiarity with automated systems and OCLC; strong communication and interpersonal skills; demonstrated commitment to client-centered services. Desired: experience in a NOTIS environment with microcomputers. This is a 12-month, faculty tenure-track position with benefits. Salary is \$27,856 with rank of instructor. The University expects research and creative activities as well as public service activities for promotion and tenure. A second master's degree is required for

tenure. To apply send letter of application, resume, and the names, addresses and phone numbers of three references to: Pal V. Rao., Dean of Library Services, **Central Missouri State University**, Warrensburg, MO 64093. Screening will begin on January 15, 1991 and continue until the position is filled. CMSU is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

PRESERVATION PROJECT LIBRARIAN AND RESEARCH ASSOCIATE. Reporting to the Director of the NEH funded Preservation Microfilming Project, responsibilities include daily management of the project; training and supervision of Project Assistant Librarian, Graduate Assistants and hourly staff; planning and evaluating progress toward project goals in consultation with Project Director; drafting and revising project policy and procedures; developing workforms and selecting software needed to monitor work flow and meet project deadlines; maintaining regular contacts with microfilm vendor and library staff; monitoring micro-

film vendor's compliance with national technical standards; resolving complex cataloging decisions; establishing guidelines for cataloging work flow; cataloging of complex titles; deciding on disposition of original volumes after filming has been completed; and solving additional management problems that develop within the project. Qualifications: Required—MLS from an ALA-accredited library school or its equivalent. Experience in modern cataloging practices, including knowledge of AACR2, MARC tagging, and OCLC searching. Knowledge of either German, Portuguese, or Spanish. Preferred— At least three years of academic library experience; supervisory experience; knowledge of, and experience in, library preservation techniques, especially preservation microfilming. Salary/appointment: A temporary twelve month, full time appointment as Preservation Project Librarian and Research Associate renewable on an annual basis for up to three years. Salary \$23,000 upward, depending on qualifications. Application: Send letter of application and complete resume with the names and addresses of five references by January 1, 1991, to: Allen G. Dries, Library Personnel Manager, **University of Illinois Library (U-C)**, 1408 West Gregory Drive, Urbana, IL, 61801. The University of Illinois is an affirmative action/ equal opportunity employer.

Cataloging Librarian

Catalogs both monographs and serials in business and economics. Provides reference desk coverage, which may require working some nights, weekends, and holidays. Qualifications include MLS or equivalent combination of training and experience, good communication skills, knowledge of AACR2, LCRI, LCSH, LC classification. MARC formats, and a major bibliographic utility (RLIN preferred). Foreign language skill, library experience, and academic background in business, social science or related fields are desirable. Rank: Assistant or Associate Librarian. Salary: \$29,000-\$40,000 depending on qualifications and rank. Candidates should send a letter of application, resume, and names of references to: **Search Committee/CRL, J. Hugh Jackson Library, Graduate School of Business, Stanford University, Stanford, CA 94305-5016. EOE/AEE.**

STANFORD UNIVERSITY



PRINCIPAL CATALOGER. New position begins January 1, 1991. Franklin Furnace Archive seeks highly motivated, experienced cataloger for its collection of artists' books, the country's largest collection of avant-garde material published internationally after 1960. Duties: Responsible for original and copy cataloging of artists' books and related graphic arts materials in various formats. Prepare full descriptive cataloging records according to national standards. Supplies form/genre headings according to national (AAT) and local thesauri. Establish and revise name and form/genre headings according to accepted practice. Keep abreast of new trends/genres of artists' books. Aid in formulation and execution of library cataloging policy and procedures; contribute to establishment of collection development policies. Train archive library employees and volunteers. May participate in special projects. Qualifications: MLS from an ALA-accredited library school. Knowledge of art with special emphasis on modern art, graphic processes and artists' books. Experience with cataloging rare books, manuscripts of special collections using AACR2, and US MARC formats. Desirable qualifications include awareness of contemporary art; supervisory experience; demonstrated ability to work effectively with researchers and artists. Effective oral/written communication skills. Salary: \$28,500 plus benefits. Send resume to: **Franklin Furnace Archive Inc.**, 112 Franklin Street, New York, NY 10013.

PRIVATE LIBRARY. Private foundation based in New York City seeks curator-registrar for library of several thousand predominantly illustrated 19th and 20th century rare books. Responsibilities include cataloging and maintenance of up-to-date computer records, database searches, reports of holdings, advice on collection development, inventory control, conservation, research, and occasional consultation with scholars. Requirements: minimum of two years experience cataloging rare books, preferably in a library environment (MLS a plus), though candidates with book trade experience will be considered; good knowledge of French, good computer skills, and proven ability to work independently. Subject background in literature or fine arts desirable, as is a knowledge of the book arts of the last two centuries. Position available January 1990. Salary range: \$28,000+ depending on qualifications. Please submit a letter, resume, and names and addresses of three references to: Nina Musinsky, **Sutton Place Foundation**, 305 East 61st Street, New York, New York 10021; 1-212-935-7545; Fax: 212-754-6879.

REFERENCE LIBRARIAN. Immediate vacancy to assist readers in service-oriented reference department of a 440,000 volume liberal arts college library. Will also perform online database searching, administer Connecticut and UN document collections, participate in evening and weekend reference service and library instruction program. Connecticut College uses the NOTIS system connecting Trinity College and Wesleyan University in a union catalog of over 2 million volumes. Reports to Head Reference Librarian. ALA-accredited master's, reading knowledge of at least one foreign language and two years of academic library experience required. Science background highly desirable. Min. salary \$23,000. Review of resumes will begin upon receipt. Send resume and names of four references to: Search Committee, Reference Librarian, Room III-CR, **Connecticut College**, 270 Mohegan Avenue, New London, CT 06320.

REFERENCE LIBRARIAN. A new faculty position, entry-level, University of San Diego. Reference Librarian will provide general academic reference service including some evenings and weekend days. Under the direction of the Head of Reference will acquire and organize federal and state documents. Other duties will include online searching and bibliographic instruction. Position is tenure-track with faculty rank/status. Successful applicants must complete second master's within six years for tenure. Required: MLS from ALA-accredited school, strong interpersonal skills. Applications encouraged from minorities and from students who will complete MLS fall 1990. Probable start date: March 1st. Salary: \$27,000/year. Benefits include: TIAA-CREF retirement; medical, dental plans; full tuition remission, including graduate school. A university in the Catholic tradition, USD has 6,000 students and is an Affirmative Action/Equal Opportunity employer. Copley Library is currently implementing an integrated online automation system. Applications must be received by January 1, 1991, to be considered. Submit letter of application and resume with names, addresses and telephone numbers of three professional references

GROUP LEADER

Los Alamos National Laboratory is seeking an experienced individual for a leadership position within the Library Services Group.

Responsibilities: Provide leadership, management and direction for Library Services Group responsible for providing skills, knowledge and information to enhance the Laboratory's ability to fulfill its mission. Will be responsible for establishing and maintaining service-oriented attitude and for ensuring good communications and interactions between staff and clients. Responsibilities will also include developing and maintaining consistent policies that ensure development of a quality Library collection of materials and timely and cost-effective access to all required materials and information. Must be able to effectively and efficiently operate group in support of Laboratory requirements, including planning, organizing, financial control and reporting of group activities and initiatives. Will be responsible for effective communication with all levels of Laboratory staff and external sources and for active participation in division planning activities/projects.

Requirements: Must have experience managing an academic or large scientific/technical library or demonstrated exceptional level of ability in developing high-quality R&D information systems and in managing their implementation in a library or similar application. Demonstrated leadership and personnel management experience, including ability to lead team in conceptualization and implementation of new initiatives are required as is demonstrated ability in developing and implementing organizational policies that result in customer satisfaction and institutional goals. Experience with automated library/information retrieval systems and an understanding of current and future developments in automated library systems highly desirable. Demonstrated effective oral/written and interpersonal communication and collaboration skills are necessary as is experience working with all levels of management and technical staff. Knowledge of Los Alamos and DOE library policies desirable. Position requires MLS or advanced science degree or equivalent combination of education and experience. Formal management training highly desirable. Salary range for qualified candidates is \$42,708 - \$74,232 per year.

To formally apply for this position, you must reference Job Number 00584 on your resume. Interested candidates should forward a resume to Leona Thorpe (MS P280), Personnel Services Division 00584-Z, Los Alamos National Laboratory, Los Alamos, NM 87545.

Affirmative Action/Equal Opportunity Employer. Must be able to obtain a Department of Energy Security Clearance.

Los Alamos

NATIONAL LABORATORY

to: Devin Milner, Head of Reference, Copley Library, University of San Diego, Alcalá Park, San Diego, CA 92110.

REFERENCE LIBRARIAN FOR SOCIAL SCIENCES. Specialist (anthropology, politics, psychology, and/or public administration) responsible for selection and evaluation, faculty liaison, reference assistance, bibliographic instruction, orientation, database searching. Requires accredited MLS, subject master's for tenure; 2 years public service experience in academic or research library. Degree in social science, reading knowledge of French, German or Italian preferred. Knowledge of documents, electronic services and/or PC applications desirable. Minimum: \$28,000. Benefits: faculty status, tuition remission, attractive pension plan, 5 weeks vacation. Send resume, cover letter, and the names, addresses and

telephone numbers of 3 references by November 30, 1990 to: Alice Deich, Personnel Manager, **New York University Libraries**, 70 Washington Square South, New York, New York, 10012. NYU encourages applications from women and members of minority groups.

REFERENCE LIBRARIAN/SUBJECT SPECIALIST, Arizona State University. Serves as reference librarian/subject specialist for justice studies, political science and public administration, with four broad areas of responsibility: reference service, collection development, faculty liaison, and specialized public service (database searching, orientation and instruction, specialized reference in assigned subject areas). Required: ALA-accredited MLS degree; appropriate academic background in justice studies, political

science or public administration; strong interpersonal and communication skills; strong potential for public service; demonstrated interest in professional development/contributions and service, as required for promotion and continuing appointment. Preferred: Graduate degree in justice studies, political science or public administration; relevant reference experience in an academic, large public, or research library; experience and/or training in: collection development; library instruction and orientation; online searching, end-user systems, or other automated technologies. Salary: \$23,000 and up, dependent on qualifications and experience. To apply: Send letter of application, resume, and the names, addresses and telephone numbers of four recent references to: Constance Corey, Associate Dean for Management Services, Hayden Library, **Arizona State University**, Tempe, AZ 85287-1006; Phone (602) 965-3417. Deadline: January 31, 1991, or the last day of each month thereafter until the position is filled. ASU is an affirmative-action, equal-opportunity employer.

REFERENCE LIBRARIANS, (Two Positions). The University of Central Florida, a growing institution in a urban setting with a student enrollment of 21,000+. Both positions report to the Head of Reference. Each requires an ALA-accredited MLS degree, the ability to work effectively as a member of the Reference team, with students of all levels, faculty, staff, plus demonstrated oral and written skills. 1. *Business Reference Librarian.* Serves as the Library's liaison to College of Business. Provides reference service and participates in collection development. Other duties may include bibliographic instruction and online searching. Work schedule will include regular evening and rotating weekend hours. Required: A degree in business/management or significant business reference experience after the MLS. Desired: Experience in a large academic or public library. In-depth knowledge of business literature. Experience with bibliographic instruction, CD-ROMs, and collection development. 2. *Reference Librarian (Half-time):* Primary responsibility will be reference, with additional possible duties in bibliographic instruction, online searching, CD-ROMs, and collection development. Deadline for both positions: February 1, 1991. Ranks and salaries depends upon experience and qualifications: salary minimums: \$23,500 Instructor Librarian; \$25,000 Assistant Librarian; \$28,000 Associate Librarian; and \$31,000 University Librarian. Benefits include 13 sick days, and 22 days of annual leave. Send letter of interest, resume, and names of three references to: Victor F. Owen, Library Administrative Assistant, **University of Central Florida Library**, P.O. Box 25000, Orlando, Florida 32816-0666. Letters must be postmarked no later than the dates listed with each position announcement. UCF is and equal opportunity/affirmative action employer. As an agency of the State of Florida, the University makes all application materials and selection procedures available for public review.

SENIOR ASSISTANT LIBRARIAN. Under the general supervision of the Head of Reference, provides full range of academic reference service and library instruction. Performs database searches, instructs patrons in the use of CD-ROM database and the online public access catalog, actively participates in library instruction and reference service activities. In addition to weekday hours, works evenings and weekend hours as assigned. Minimum qualifications: ALA-accredited degree. Desirable qualifications: 1 to 3 years of relevant experience in the above areas, excellent interpersonal and writing skills, science or legal course work or reference background. Permanent tenure-track appointment. Personal interview required. Finalists will be invited to campus. Position will open March 1, 1991. Current salary range is \$34,764 to \$41,844; an increase is anticipated January 1, 1991. Submit a letter of application and resume by 14 December 1990 to: Library Recruitment Committee, **California State University, San Bernardino**, 5500 University Parkway, San Bernardino, CA 91407-2397. California State University, San Bernardino is an equal opportunity, affirmative action, Section 504, Title IX employer.

SLAVIC CATALOGER. Stanford University Libraries is looking for someone to join the Serial and Acquisitions Department who welcomes a variety of responsibilities and opportunities for professional growth and enjoys being a part of a large, dynamic academic library community. Responsibilities: cataloging serials (original and copy) and monographs (original) in Slavic and Eastern European languages using RLIN, OCLC, and NOTIS systems; cataloging serials in West European languages on an occasional as needed basis; coordinating Slavic serial processing; serving as

liaison with the Slavic curator. Requirements: ALA-accredited MLS, BS in Russian or Slavic Studies equivalent; working knowledge of Russian and one West European language; ability to change and work efficiently in a diverse, production-oriented environment. Additional Highly Desired Qualifications: experience in original cataloging using AACR2, LCRI, LC classification, LCSH, and US MARC formats, automated library systems; knowledge of a second Slavic language; familiarity with Slavic and East European bibliographic tools. Appointment will be made at the Assistant of Associate Librarian rank (\$28,872-\$40,680 salary range) dependent upon qualifications. Please send letter of interest, resume, names, addresses and phone numbers of three references, referring to vacancy listing #006, to Cathy Jara, Employment Coordinator, Library Human Resources, **Stanford University**, Stanford CA 94305-6004. Applications received before January 18, 1991, will be given preference. Full vacancy listing available on request. EEO/AE. For more information contact Mia Rode, Search Officer, (415) 725-1113.

TENURE-TRACK ASSISTANT PROFESSOR. The School of Information Studies at Syracuse University is seeking an individual for a possible full-time, tenure track faculty position to begin August 1991. Salary is commensurate with qualifications. Applicants should be able to teach in one of the basic Masters in Library Science (MLS) course areas such as reference, management, online services, organization of information sources, and in at least two of the following areas: applications of information technologies in library/information centers; automation of library/information centers; information services in corporate/academic/special information centers; business information resources and strategic intelligence; government information resources; and scientific and technical information resources. Applicants should have strong research skills, a record of research productivity or a clearly articulated research agenda within the broad area of library and information studies. The School sees its research expertise in such areas as information uses and users, information services and technologies in organizational settings, and design and evaluation of information systems. Preference will be given to those applicants who complement the teaching and research needs of the School and will contribute to the School's four educational programs: MLS, Undergraduate Program, Master's in Information Resources Management, and Phd Information Transfer. Qualifications: Phd completed or anticipated in Library/information Science or related field, experience in and/or knowledge of various types of library/information centers, proven track record of research productivity or potential for such research productivity, ability to work effectively in a range of settings and with different types of individuals, evidence of excellence or potential for excellence in teaching. The School of Information Studies is a leading university center in advancing both the theory and practice of library/information resources systems management. The school is located in a now \$32 million Science and Technology Center. The school offers a highly interdisciplinary research and teaching environment that nurtures a talented faculty with backgrounds in communication, public administration, computer science, educational technology, information resources management, and library/information science. Salary range: \$36,000-\$42,000. Applications will be accepted until the position is filled (pending the approval of the University administration). Applications including a letter of intent, a current resume, and names of three references should be sent to: Barbara Kwasnik, Chair, Search Committee, School of Information Studies, **University of Syracuse**, Syracuse, NY 13244. (315) 443-2911. AA/EOE.

TRAINING COORDINATOR FOR PUBLIC SERVICES. Summary: Reports to the Head of Van Pelt Reference with responsibility for reference service in the Van Pelt Library, and system-wide responsibility for public services training and instructional programs. Duties: Organizes orientation and instructional activities of the Van Pelt Reference Department for undergraduates, graduate students, and faculty in social sciences and humanities. Participates in reference activities including desk work, online searching and end-user assistance, documents reference, research consultations. Works closely with Associate Director for Public Services and the Public Service Council to develop and coordinate a wide range of training for the library's professional and support staff. Acts as a resource person for public service staff on instructional issues and activities. Qualifications: ALA-accredited MLS, or equivalent in experience, training and practice. Strong subject background in social sciences or humanities. Three to five years

relevant experience required. Excellent oral and written communication skills necessary. Familiarity with automated systems, micro-computers, instructional technology highly desirable. Publications experience desirable. Salary: Librarian III, to \$32,000 depending on credentials and experience. Application process: Please send cover letter and resume with names of three references to: Edna Dominguez, Personnel Administrator, Van Pelt-Dietrich Library Center, **University of Pennsylvania**, 3420 Walnut Street, Philadelphia, PA 19104-6206. Deadline: Applications received before December 30, 1990 will receive first consideration. The University of Pennsylvania is an equal opportunity/affirmative action employer.

UNIVERSITY LIBRARIAN. The University of Richmond invites applications and nominations for the position of University Librarian. Richmond is a private, well-endowed institution with an undergraduate enrollment of 2,850, 80 percent of whom are from out of state, with freshman SAT scores currently averaging above 1200. The University also supports master's degree programs in a variety of disciplines, enrolling over 400 students. The University Librarian is responsible for administering the main library, the Learning Resources Center, the Science Library and the Music Library. These

libraries have a staff of 11 professional librarians and 26 full-time support staff. Holdings include 380,000 monographs, 3,400 periodical subscription titles, 197,000 government documents, 199,000 microforms and 30,000 nonprint items with an annual budget of \$1.9 million. The libraries have recently implemented an integrated online system (DYNIX) and are actively pursuing new information technologies. Qualifications: ALA-accredited master's degree and a second advanced degree. A minimum of 5 years administrative experience in an academic or research library. The applicant should exhibit proven leadership ability and superior communication skills with faculty, students, administrators and staff, and exhibit knowledge of collection development and use of computerized information technologies. Salary: Minimum - \$50,000. Starting date: July 1, 1991. Please submit nominations and applications, including complete resume and names and addresses of three references to: Zeddie Bowen, Provost, University Librarian Search Committee, **University of Richmond**, Virginia 23173, Fax (804) 289-8943. Screening of applicants will begin January 14, 1991, and continue until a new director is selected. The University of Richmond is an Equal Opportunity/Affirmative Action Employer and welcomes applications from minorities and women.

LATE JOB LISTINGS

MAP CATALOGER (temporary position). The Miami University Libraries, which serve the information needs of Miami University, a selective institution located in Oxford, Ohio, 30 miles northwest of Cincinnati, are seeking an experienced map cataloger to catalog and organize the A.W. Kuchler Vegetation Map Collection. Responsibilities: Reporting to the Head, Catalog Department, is responsible for a full range of cataloging functions, including classification, descriptive cataloging and subject cataloging of the A.W. Kuchler Vegetation Map Collection (2000 maps and 500 books and booklets). Oversees the work of a paraprofessional involved in searching OCLC for contributed copy, name, subject and series authority work and input of original cataloging into OCLC. Dr. A.W. Kuchler, compiler of the *International Bibliography of Vegetation Maps*, is an internationally recognized authority on vegetation mapping. His personal collection of maps has been acquired by Miami University and is now housed in the Brill Science Library. The collection, accurately representing each type of natural vegetation, covers every country of the world. Required Qualifications: An ALA-accredited MLS degree. Knowledge of AACR2, LC classification and MARC formats. Desirable Qualifications: Professional experience cataloging maps and cartographic materials. Experience in cataloging through OCLC; knowledge of one or more European languages; educational background or interest in geography or plant sciences. The Miami University Libraries contain over 1.4 million volumes, have an extensive collection of government documents and microforms, and subscribe to over 12,000 serials. They serve 850 teaching and research faculty, 15,000 undergraduates and 1,000 graduate students. The library has 30 professional librarians and 55 support staff, is a member of OCLC and CRL, and is currently installing an Innovative Interfaces online system. Benefits include Blue Cross/Blue Shield major medical, disability, dental and term life insurance, all paid by the University. Public employees retirement system. Minimum salary \$24,500 to \$30,000 depending upon experience and qualifications. Submit letter of application, resume and names, telephone numbers and addresses of three references to: Judith A. Sessions, Dean and University Librarian, **Miami University**, Oxford, OH 45056. Applications received by December 15, 1990 will receive first consideration, but applications will continue to be accepted until position is filled. Miami University is an equal opportunity employer actively seeking minority applicants.

USER SERVICES LIBRARIAN position, available on February 1, 1991. Reports to Coordinator of User Services and is responsible for circulation and reserves area activities. Shares in the provision of reference, bibliographic instruction, and online searching services. Expected work schedule will be Sunday through Thursday, with evening assignment on Sunday and Monday. Some supervising of clerical and student personnel, maintaining statistics, and preparing of reports. Required: ALA-accredited MLS degree and ability to work effectively with faculty, students, and library staff. Preferred: Experience with reference desk services and automated circulation system. This is a 12-month tenure-track appointment with academic rank and salary commensurate with qualifications. MTSU is a state-supported institution, 30 miles southeast of Nashville, having 12,750 full-time students and 564 faculty. Library has 18 faculty and 23 staff positions and is currently implementing an integrated computer system. Application deadline is January 31, 1991. Generous benefits include full-paid state or TIAA/CREF retirement, 24 days annual leave, 12 days sick leave, and 11 paid holidays. Candidates must send an application letter, resume, official undergraduate and graduate transcripts, and 3 current letters of reference to: J. Donald Craig, University Librarian, **Middle Tennessee State University**, Murfreesboro, TN 37132. MTSU is an equal opportunity/affirmative action employer; minorities and women are encouraged to apply.

REFERENCE LIBRARIAN FOR WESTERN EUROPEAN SOCIAL SCIENCES (position redefined). Subject specialist in western European social sciences including politics, sociology, economics, anthropology and related areas, responsible for selection and evaluation, faculty liaison, reference assistance, bibliographic instruction, orientation, database searching. Requires accredited MLS, subject master's for tenure; 2 years public service experience in academic or research library; familiarity with western European studies and reading knowledge of French, German or Italian. Degree in social science preferred. Knowledge of documents, electronic services and/or PC applications desirable. Minimum: \$28,000. Benefits: faculty status, tuition remission, attractive pension plan, 5 weeks vacation. Send resume, cover letter, and the names, addresses and telephone numbers of 3 references by December 31, 1990 to Alice Deich, Personnel Manager, **New York University Libraries**, 70 Washington Square South, New York, NY 10012. NYU encourages applications from women and members of minority groups.

DOCUMENTS LIBRARIAN/CATALOGER, Williams College Library (search reopened). To be in charge of the government documents collection, to take part in the cataloging operation of the Library, and to provide both general and documents reference service. Selects documents available through the Depository Library Program and non-depository documents. Supervises the processing of documents and maintains the collection. Performs computerized searches. Engages in user and staff education programs. Shares in coverage of the general reference desk. Performs original cataloging of monographs and nonbook materials. Does authority work, both subject and name. Trains and supervises technical assistants. Performs other professional assignments as required. Qualifications: MLS degree from an ALA-accredited library school. Reference experience. Familiarity with government documents. Cataloging experience. Knowledge of OCLC, LC classification, subject headings. Experience with online systems preferred. Salary from \$23,500. Send resume and names of three references to: James Cubit, Assistant College Librarian, **Williams College**, Williamstown, MA 01267. Review of applications will begin on December 3, and continue until position is filled. An EO/AA employer.

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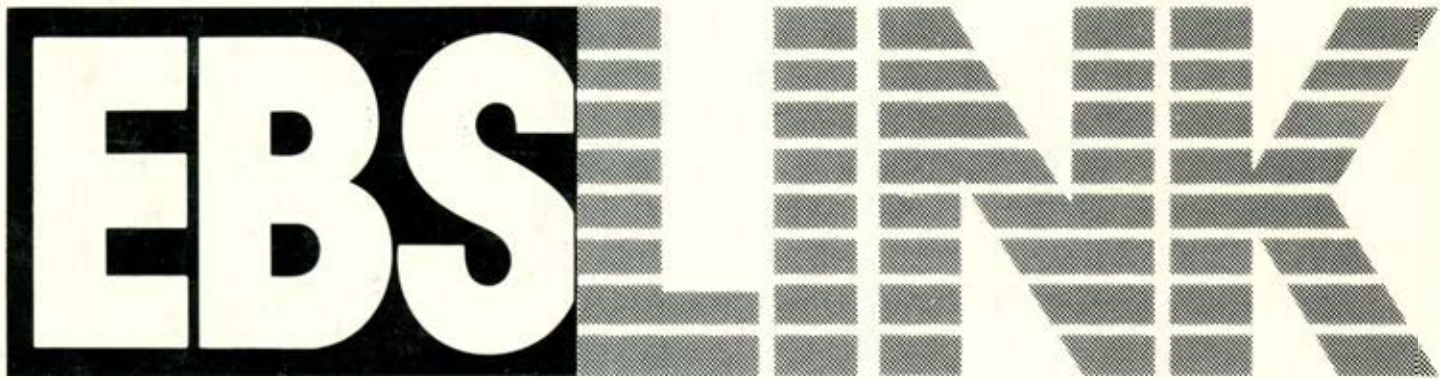
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