

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

Rates: Classified advertisements are \$9.75 per line for institutions that are ACRL members, \$11.85 for others. Late job notices are \$22.70 per line for institutions that are ACRL members, \$27.50 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$450 to \$840 based upon size. Please call for sizes and rates. Or see our Web site: <http://www.ala.org/acrl/advert2.html>.

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

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

Internet: C&RL News classified ads are accessible on the Web at <http://www.ala.org/acrl/c&rnews2.html>. Ads will be placed approximately 2-3 weeks before the printed edition of C&RL News is published.

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

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

POSITIONS OPEN

ASSISTANT DIRECTOR FOR COLLECTION DEVELOPMENT AND HEAD, SUBJECT AND AREA LIBRARIANS COUNCIL. Indiana University Libraries, Bloomington. Has responsibility for implementing collection policies and procedures, promoting new methods of scholarly communication, and monitoring programmatic and budgetary trends across all disciplines. Works closely with more than 40 collection managers and assists them with information gathering and problem solving. Monitors selection plan for off-site collections. Position directly manages several large collection budgets and tracks domestic and foreign approval plans. Communicates regularly with Technical Services with respect to acquisitions and cataloging issues. As Head of the Subject and Area Librarians Council (SALC), oversees unit of 9.5 full-time subject and area specialists who serve as Libraries' primary liaisons to humanities and social science departments in College of Arts and Sciences. Members of SALC are responsible for collection development and user services, including liaison with faculty and students, advanced reference, instruction, preservation recommendations, and development of discipline or area-specific digital projects and Web sites. For further information about SALC, see: <http://www.iub.edu/~libstac/>. As Assistant Director, participates in overall planning and administration of collection services, and with Associate Dean and Director of Collection Development, participates in national and international resource-sharing projects. Provides leadership on campus in making transition from print-based to electronic resources. Other responsibilities may be assigned in accordance with candidate's background and experience such as user and collection assessment, copyright or subject liaison to specific academic departments. Qualifications Required: ALA-accredited master's degree or comparable experience and training; graduate work in second subject discipline; substantial collection management and budgetary experience including knowledge of digital resources and publishing trends across disciplines and formats; understanding of information needs of scholars and application of information technologies in research environment; understanding of libraries' role within overall academic mission of university; management and supervisory experience with demonstrated ability to advocate for wide-ranging stakeholder needs; demonstrated ability to work in collaborative environment; ability to meet requirements of tenure-track appointment and mentor others in promotion and tenure process. Available: January 1, 2002. Salary and Benefits: Salary and rank negotiable and competitive dependent upon qualifications and experience. Tenure-track academic appointment that includes eligibility for sabbatical leaves. Benefits include university health care plan, TIAA-CREF retirement/annuity plan, group life insurance, liberal vacation and sick leave. To Apply: Review of applications begins October 1, 2001; position remains open until filled. Send letter of application, professional vita, names, addresses, and phone numbers of four references to: Yolanda Cooper-Birdine, Libraries Human Resources Officer, Indiana University Libraries, Main Library 201A, Bloomington, IN 47405; phone: (812) 855-8196; fax: (812)

Salary guide

Listed below are the latest minimum starting salary figures recommended by state library associations for professional librarian positions in these states. The recommendations are advisory only, and ALA has not adopted recommendations for minimum salaries. Job seekers and employers should consider these recommended minimums when evaluating professional vacancies. For additional information on librarian salaries, contact ALA Office for Library Personnel Resources.

Connecticut	\$34,172
Delaware	\$22,500**
Illinois	\$30,096*
Indiana	varies*
Iowa	\$23,911
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$31,362*
New Jersey	\$33,785
North Carolina	\$27,641**
Ohio	\$25,198**
Pennsylvania	\$28,120*
Rhode Island	\$29,800
South Carolina	varies*
South Dakota	\$22,000
Texas	\$28,000
Vermont	\$26,464
West Virginia	\$22,000
Wisconsin	\$32,700

*Rather than establish one statewide salary minimum, some state associations have adopted a formula based on variables such 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.

**These recommendations apply only to public librarians.

855-2576; e-mail: ycocperb@indiana.edu. For further information concerning Indiana University: <http://www.iub.edu>, or employment opportunities at the IUB Libraries: <http://www.indiana.edu/~libpers>. Indiana University is strongly committed to achieving excellence through cultural diversity. The university actively encourages applications and nominations of women, persons of color, applicants with disabilities, and members of other underrepresented groups. Indiana University is an affirmative action, equal opportunity employer.



Association of College
& Research Libraries

A Division of the American Library Association

DIRECTOR OF PROFESSIONAL DEVELOPMENT

Association of College & Research Libraries A division of the American Library Association

The Association of College & Research Libraries (ACRL), a division of the American Library Association (ALA), seeks a Director of Professional Development to develop and implement a strong program of professional development activities for academic and research librarians.

GENERAL RESPONSIBILITIES:

Responsible for the development, implementation, and management of a comprehensive and effective program of education for members of ACRL. This includes all existing ACRL continuing education programs: biennial ACRL National Conference, ACRL/Harvard Leadership Institute, Institute for Information Literacy Immersion programs, Web broadcasts, preconferences, as well as the development of new programs and delivery methods, such as increased regional programming, online education modules, and seminars. This person will also develop an overarching business plan for professional development and is responsible for generating enough revenue to cover all expenses associated with the programs. This person also serves as the staff liaison to ACRL committees and provides member support. Responsible for contract negotiations, site selection, development of RFPs, and selection of service providers, such as AV, decorators, exhibits management, registration, etc.

EDUCATION: Required: BA/BS; preferred MLS from an ALA-accredited program.

BACKGROUND AND EXPERIENCE:

Experience working in an academic library and/or developing continuing education programs. Experience in association management or volunteer work with nonprofit organizations is desirable. The successful candidate will have excellent written and oral communication skills, excellent customer service skills, strong organizational skills; enjoy working with people; pay good attention to detail; be flexible and able to problem solve and demonstrate good judgement; and have the capacity to manage staff and resources. The successful candidate will also have experience in meeting planning, budgeting and planning, marketing and promotion; supervisory experience; and knowledge of adult learning. This person must be able to work independently as well as part of a team.

SALARY:

Starting salary range: \$46,000–54,000; appointment will be based on successful candidate's experience and qualifications. Excellent benefit package includes low-cost medical and dental insurance, four weeks vacation, 10 paid holidays.

TO APPLY:

Send application no later than **October 15, 2001**, to:

American Library Association
Human Resources Department
50 East Huron Street
Chicago, IL 60611

*The American Library Association is an equal opportunity employer.
Applications are invited from women, minorities, and people with disabilities.*



Association of College
& Research Libraries

A Division of the American Library Association

SENIOR ASSOCIATE EXECUTIVE DIRECTOR

Association of College & Research Libraries A division of the American Library Association

The Association of College & Research Libraries (ACRL), a division of the American Library Association, seeks a Senior Associate Executive Director to provide support to the ACRL Executive Director and to manage ACRL's membership promotion, retention, and services.

GENERAL RESPONSIBILITIES:

Provide support to the ACRL Executive Director for all aspects of association management and administration including (but not limited to): budgeting, member promotion, retention, support and services, and other special projects. In ACRL Executive Director's absence and upon director's request, will serve as manager-in-charge. The Senior Associate Executive Director will develop, plan, market, and manage ACRL's membership promotion and retention activities and its Annual Conference programs and meetings; provide support and guidance to members of ACRL serving in elected and appointed capacities in chapters, sections, discussion groups, and committees; provide advisory services to members and nonmembers concerning academic librarianship, manage the ACRL calendar, and other projects as assigned.

EDUCATION:

Required: MLS from an ALA-accredited program.

BACKGROUND AND EXPERIENCE:

Minimum of five years library experience; experience in association management or volunteer work with nonprofit organizations is desirable. The successful candidate will have excellent written and oral communication skills, strong organizational skills, enjoy working with people, pay good attention to detail, be flexible, be able to problem solve and demonstrate good judgement, and the capacity to manage staff and resources. This person must be able to work independently as well as part of a team.

SALARY:

Starting salary range: \$53,411-\$60,730; appointment will be based on successful candidate's experience and qualifications. Excellent benefit package includes low-cost medical and dental insurance, four weeks vacation, 10 paid holidays.

TO APPLY:

Send application no later than **October 15, 2001**, to:

**American Library Association
Human Resources Department
50 East Huron Street
Chicago, IL 60611**

*The American Library Association is an equal opportunity employer.
Applications are invited from women, minorities, and people with disabilities.*

CHAIR, DEPARTMENT OF COLLECTION MANAGEMENT

University of Florida

Leads 10 faculty librarians and five support staff in allocating and monitoring collections budget, selecting materials in all disciplines and media formats, and maintaining an active relationship with University of Florida's faculty and students. Ensures an active program of effective and responsive collections in support of teaching and research programs. Integrates digital and print-based collections into a cohesive university collection. Participates in fundraising.

QUALIFICATIONS:

Required: An advanced degree in the humanities, social sciences, or science; MLS or MLIS from an ALA-accredited program, or equivalent experience; a minimum of 6 years' progressively responsible experience in managing library collections. Prefer: Ph.D. in humanities, social sciences, or science.

The University of Florida is one of the nation's top educational and research institutions, located on a beautiful wooded campus. Gainesville offers a rich and pleasant lifestyle within easy reach of Florida's beaches, attractions, and numerous cultural opportunities.

For additional information:

<http://virtualtour.ufl.edu>

<http://www.uflib.ufl.edu/>

Working conditions include faculty status and benefits: 22 vacation days plus nine paid holidays annually; excellent insurance and retirement plan choices; no state or local income tax.

SALARY: \$50,000–\$60,000, dependent on rank.

TO APPLY:

Send letter of application, résumé, and names, addresses, and phone numbers of three references by **October 1, 2001**, to:

Library Personnel Officer

University of Florida

370 Library West

P.O. Box 117001

Gainesville, FL 32611

Fax: (352) 392-4538

E-mail: denisebc@mail.uflib.ufl.edu

Equal opportunity, affirmative action employer.

ASSISTANT ENGINEERING LIBRARIAN. Responsibilities: Develops and coordinates reference services with goal of fostering user self-sufficiency; expands reference service by integrating new technologies into the service and by applying new technologies to the delivery of services; shares in management and operational responsibilities; serves as liaison with faculty and develops collections in both print and electronic formats; collaborates with faculty to integrate information literacy and knowledge management skills into the curriculum; instructs faculty and students in effective use of local and remote print and electronic resources, developing programs as integral part of systemwide information literacy curriculum; provides reference services; participates in planning and collaborative activities within the Engineering and Physical Sciences Cluster; participates in librarywide planning and management through consultative committee and team structures. Members of the Libraries' faculty must meet Purdue requirements for promotion and tenure. Requirements: ALA-accredited MLS; bachelor's or advanced degree in engineering or a related field, or a demonstrated knowledge of the engineering literature through a combination of educational background and experience. Desired Qualifications: Two years' recent experience in engineering or physical sciences providing individual assistance and instruction in accessing and interpreting print and electronic resources; vision and leadership to develop expanded reference and information management consultative services; excellent grasp of information needs in engineering and related fields; enthusiasm for new methods of disseminating scientific and technical information; demonstrated interest in the applications of current and emerging technologies to meet changing needs of users; strong service orientation; excellent communication and presentation skills and ability to work well with all levels of users and staff;

demonstrated commitment to user instruction and to consultation with users on their information management needs; supervisory experience. Salary: \$34,000 and up, depending upon qualifications. Status and Benefits: Faculty status and responsibilities. Rank of Assistant Professor. Twelve-month appointment with annual vacation of 22 working days. Flexible benefit programs. Medical, group life, disability insurance programs are in effect as are flexible spending accounts, TIAA-CREF retirement and Social Security coverage. Application Process: Send statement of interest, résumé, list of references to: Thomas L. Haworth, Personnel Administrator, Purdue University Libraries, 1530 Stewart Center, West Lafayette, IN 47907-1530. Review of applications will commence October 15, 2001, and continue until position is filled. Libraries homepage may be viewed at: <http://www.lib.purdue.edu/>. An equal opportunity, affirmative action employer.

ASSISTANT ONLINE CURRICULUM SUPPORT. Rank: Assistant Librarian, full-time (12-month with 10-month option). Appointment: Available January 2, 2002, in the Meriam Library, California State University, Chico. Minimum Qualifications: ALA-accredited MLS and excellent interpersonal and communication skills; demonstrated technical skills related to Internet technologies (e.g., creating Web pages or Web sites) and ability to work in a team-oriented project development environment. Starting Salary: \$48,156 (based on a 12-month contract). Responsibilities: Working with the Technology and Learning Program (TLP) teams to design online learning environments that make maximum use of existing electronic resources; familiarity with multimedia, digital audio, and digital video in support of the Digital Media Bank; working with faculty to use Internet plug-ins and formats;



THREE POSITIONS AVAILABLE

San Francisco State University

The J. Paul Leonard Library seeks qualified candidates for three positions:

Information Technology and Facilities Head (Position No. 043.01)

Management position, one of three division heads reporting directly to the University Librarian. Coordinates librarywide technology-based services, including their development, operation, and maintenance. Oversees Systems support services (network, hardware, and software support for all library operations, including integrated library system) and analog and digital media services and computer lab located in the Media Access Center. Oversees physical facilities and plays lead role in planning renovations or new library construction. Serves on Library Management Team and participates in librarywide planning and policymaking. Twelve-month Management Personnel Plan position; salary commensurate with qualifications and experience.

QUALIFICATIONS: Advanced degree in library, information, or computer science or other appropriate field with minimum five years of progressively responsible administrative experience; knowledge and/or experience with library automation systems, technical support for computer systems in a networked environment, and trends in digital technology and electronic access for academic libraries.

Collection Access and Management Services Head (Position No. 042.01)

Tenure-track faculty position, one of three division heads reporting directly to the University Librarian. Provides leadership for division encompassing collection acquisition management, cataloging, document delivery, periodicals/microforms, circulation, reserve book room, stacks maintenance, and special collections/archives. Oversees a collections budget of over \$2.8 million. Serves on Library Management Team, participates in librarywide planning and policymaking, and serves as Department co-chair in matters relating to library faculty. Appointment at Associate or full Librarian level; rank and salary commensurate with qualifications and experience.

QUALIFICATIONS: MLS from ALA-accredited program with minimum of five years of progressively responsible administrative experience, including management of at least one of above-named areas, budget planning, knowledge of and experience with collection management and access, including technical services.

Biological and Health Sciences Librarian (Position No. 045.01)

Tenure-track faculty position with primary subject responsibilities in the biological and health sciences. Responsibilities include instruction, reference, collection development, and liaison work with discipline-based faculty. Appointment at Senior Assistant Librarian level; minimum salary: \$46,488.

QUALIFICATIONS: MLS from ALA-accredited program, academic background and/or professional experience in the biological sciences and/or health sciences, ability to provide service at general reference desk, including government sources.

San Francisco State University (SFSU), a member of the California State University system, serves a diverse student body of 27,000 undergraduate and graduate students. The mission of the university is to promote scholarship, freedom, human diversity, excellence in instruction, and intellectual accomplishments. SFSU faculty are expected to be effective teachers and demonstrate professional achievement and growth through continued research, publications, and/or creative activities. In faculty positions, librarians are expected to meet general faculty requirements for retention, tenure, and promotion.

For full position descriptions, visit: <http://www.library.sfsu.edu/jobs>.

Review of application will begin **September 17, 2001**, and continue until positions are filled. Candidates should submit a letter of application, resume, and the names of three references with contact information to:

**Pam Kullberg, Personnel Coordinator
J. Paul Leonard Library
San Francisco State University
1630 Holloway Avenue
San Francisco, CA 94132-4030**

*San Francisco State University is an affirmative action, equal opportunity employer.
Minorities, women, and persons with disabilities are encouraged to apply.*



HARVARD
COLLEGE
LIBRARY

DATA REFERENCE LIBRARIAN HARVARD COLLEGE LIBRARY

Reporting to the Social Sciences Data Librarian, will be participating in the Numeric Data Services reference program. This will include staffing the reference desks at Littauer Library and Government Documents, responding to electronic reference service queries and participating in instruction sessions for Numeric Data Services and the Harvard College Library Instruction Program. Will create handouts and Web guides; serve as Web liaison for the Numeric Data Services Web page; provide support for collection development in numeric data. Some evening or weekend reference service will be required.

Qualifications: MLS from an ALA-accredited library school preferred. Two years of public service experience in an academic research library working with numeric data required. Knowledge of social science and government documents information resources (print and electronic). Familiarity with statistical software (SPSS, Stata and SAS); familiarity with Web page creation and Web authoring tools; strong commitment to public services; excellent oral and written communication skills; ability to work with flexibility and versatility with a wide variety of users.

Compensation: Harvard University offers a competitive program of benefits. Appointment salary is dependent on qualifications and experience.

Available: Immediately. The Review of applications will begin immediately and continue until the position is filled. Interested parties are invited to submit a letter of application addressing position qualifications with a resume and with the names, addresses, telephone and fax numbers of three references to: Resume Processing Center, Harvard University Requisition #10706, 11 Holyoke Street, Cambridge, MA 02138. Or apply online to: www.hr.harvard.edu/employment/jobs.html.

HARVARD UNIVERSITY UPHOLDS A COMMITMENT TO AFFIRMATIVE ACTION
AND EQUAL EMPLOYMENT OPPORTUNITY

H A R V A R D



U N I V E R S I T Y

JOHNS HOPKINS
UNIVERSITY

METADATA LIBRARIAN

Johns Hopkins University

The Johns Hopkins University seeks a creative, energetic librarian to provide leadership and technical expertise in the use of descriptive metadata included in our digital library which encompasses electronic texts, digital images, music, and geospatial data. The incumbent, under the general direction of the Head of Cataloging, will have the opportunity to collaborate with a variety of departments creating digital resources to design schema and enhancements that address developing standards and user needs, and to provide outreach to the academic community. The ideal candidate will have exceptional organizational vision, experience in creating data structures to facilitate the discovery and retrieval of digital information, as well as strong collaborative and collegial skills with a personal commitment to responsive and innovative service. A strategic goal of the Sheridan Libraries is to work toward achieving diversity when recruiting new and promoting existing staff.

REQUIRED QUALIFICATIONS: ALA-accredited MLS; experience with computer applications in libraries; knowledge of non-MARC metadata schemes (Dublin Core, VRA, or CSDGM), frameworks for managing intellectual content/digital information (TEI, DOI, or RDF); knowledge of HTML or XML.

For a more detailed job description, position qualifications, and to apply online, see: <http://jobs.jhu.edu/>; or send resume, indicating job #SCOA4045 on cover letter, via e-mail to: juhu@alexus.com; fax: (877) 262-0646; or mail to:

JHU Resume Processing Center
P.O. Box 3687
Scranton, PA 18505

Approximate starting salary range: \$40,094-\$45,606. We offer excellent benefits, including tuition remission, in a smoke-free, drug-free environment.

Affirmative action, equal opportunity employer.



HARVARD
COLLEGE
LIBRARY

SENIOR REFERENCE LIBRARIAN IN THE HILLES LIBRARY HARVARD COLLEGE LIBRARY

The Hilles Library is a unit of the Harvard College Library in the Faculty of Arts and Sciences of Harvard University. Together with the Lamont Library, Hilles supports undergraduate study, teaching, and research in the humanities and social sciences.

Hilles is seeking an experienced librarian for its reference and instructional services program. Reporting to the Associate Librarian and Head of Reference, this position requires a clear commitment to the highest possible level of service in reference and instruction. The proven flexibility and versatility to contribute effectively - through the exercise of initiative and independent thinking - to a rapidly evolving academic library environment, and strong knowledge of the subject literature and research methods in various disciplines.

Duties and responsibilities include management and continuous development of extensive instructional program, including designing course-related instructional sessions, preparing materials, and maintaining existing and establishing new faculty contacts. Also participates in Harvard College Library instructional services program. Oversees reference desk services, both person-to-person and electronic, including basic reference and research/thesis conferences. Supervises one full-time reference librarian and, with that person, oversees the work of part-time casual and support staff. Working with reference team, takes the lead in developing and implementing reference services and establishing policies and procedures for the Reference Division. Coordinates the Library's outreach to users. Participates in the management of the Library, helping both with day-to-day oversight of the Library as well as the realization of Library-wide goals. Contributes extensively to collection development. In addition to maintaining the reference collection, selects books in assigned subjects for Hilles and Lamont and deselects books and periodicals for Hilles. Selects video and CD-Rom titles for Hilles; consults with Associate Librarian on other collection management issues; consults with colleagues on the acquisition of and access to electronic resources in the College and University. Collaborates with units across the HCL and the Faculty of Arts and Sciences to promote an integrated learning environment for the Harvard community. NOTE: Work Schedule is Sunday - Thursday, 1 p.m. - 9 p.m. during the academic year and Monday - Friday, 9 a.m. - 5 p.m. the rest of the year.

Qualifications: MLS from an accredited ALA institution required; subject Master's preferred. Strong preparation at the undergraduate level in either the social sciences or the humanities; five to seven years' reference and allied public services experience at the professional level in an academic setting. In addition, candidates for this position will demonstrate: the exercise of initiative and independent thinking in achieving institutional goals, superior written and verbal communication skills and successful experience in management and in the supervision of staff. Familiarity with administrative issues and the ability to establish and maintain effective working relationships with colleagues, faculty, and library staff. The command of reference techniques and resources in a multi-format environment; experience in a range of methods for library instruction with evidence of significant participation in instructional programs and successful teaching experience, mastery of public service applications of computers and computer systems; excellent analytic skills; involvement in publications programs.

Compensation: Harvard University offers a competitive program of benefits. Appointment salary is dependent on qualifications and experience.

Available: Immediately. The review of applications will begin immediately and continue until the position is filled. Interested parties are invited to submit a letter of application addressing position qualifications with a resume and with the names, addresses, telephone and fax numbers of three references to: Resume Processing Center, Harvard University Requisition #9749, 11 Holyoke Street, Cambridge, MA 02138. Or apply online to www.hr.harvard.edu/employment/jobs.html.

HARVARD UNIVERSITY UPHOLDS A COMMITMENT TO AFFIRMATIVE ACTION
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H A R V A R D



U N I V E R S I T Y

**REFERENCE SERVICE
COORDINATOR/
ASSISTANT DEPARTMENT HEAD**

Johns Hopkins University seeks an experienced, client-centered librarian to coordinate and lead the reference services program in the Milton S. Eisenhower Library and assist the head of the Resource Services Department in managing the department. The incumbent will coordinate the Brandeis model of reference service.

Under the general direction of the Head of Resource Services, manages the two key reference points in the MSE Library, is responsible for the selection of print and electronic reference collection, and provides leadership in the design, development, and maintenance of the library's online catalog interface and Web site. The Sheridan Libraries are strongly committed to diversity. A strategic goal of the libraries is to "work toward achieving diversity when recruiting new and promoting existing staff."

REQUIRED: MLS from an ALA-accredited library school; at least three years' experience in a library; demonstrated commitment to quality, client-centered services; two or more years' experience in collection development; knowledge of electronic publishing; demonstrated ability to conduct training sessions.

PREFERRED: Ability to create Web sites and pages, experience with obtaining user feedback, and supervisory experience.

For a more detailed job description and position qualifications and to apply online, please go to: <http://jobs.jhu.edu/>; or send resume, indicating Job #SCRA3467 on cover letter, via e-mail to: jhu@alexus.com; fax to: (877) 262-0646; or mail to:

**JHU Résumé Processing Center
P.O. Box 3687
Scranton, PA 18505**

Approximate starting salary range \$46,290-\$59,000. We offer excellent benefits, including tuition remission, in a smoke-free, drug-free environment.

Affirmative action, equal opportunity employer.

working with faculty to identify and integrate into their curriculum appropriate electronic resources; collection development responsibility for electronic commercial products; and collection development and liaison responsibility for assigned academic programs. As a university that educates students of various ethnic and cultural backgrounds, we value a diverse faculty and seek to create as diverse a pool of candidates as possible. Send a current résumé, three current references, and a letter specifically addressing the qualifications to: Carolyn Dusenbury, Director for Library Services, Meriam Library, California State University Chico, Chico, CA 95929-0295. Or submit by e-mail to: ksimmons@csuchico.edu. Closing Date: October 15, 2001. For disability-related accommodations, call (530) 898-6192 or TDD: (530) 898-4666. EOE/AA/ADA. CSUC only employs individuals lawfully authorized to work in the U.S. For detailed description, visit Web site: <http://library.csuchico.edu>.

BIBLIOGRAPHER FOR BUSINESS AND ECONOMICS/COLLECTION MANAGEMENT LIBRARIAN. University of Georgia. Purpose and Scope: The Bibliographer for Business and Economics/Collection Management Librarian is responsible for developing and managing the Libraries' collections in relevant subject areas and for promoting awareness of and access to these collections. Subject bibliographers are responsible for evaluating and selecting traditional and electronic resources and identifying reliable Web sites; cultivating and maintaining strong relationships with faculty and students; serving as liaison with faculty in relevant departments; and providing specialized reference, research consultations, and instructional services. As Collection Management Librarian, this position assists the Director for Collection Development with collection management and analysis by gathering

appropriate data and statistical information and designing and preparing collection management reports. The Collection Development Department is composed of seven bibliographers and five support staff. In addition, bibliographers and selectors from other areas of the Libraries participate in the collection development program. The Bibliographer for Business and Economics/Collection Management Librarian reports to the Director for Collection Development. Qualifications: ALA-accredited MLS; degree in business or economics or equivalent background and experience; three to five years' professional experience working with business research sources, preferably with collection development; understanding of current trends and issues in scholarly publishing and communication in business and economics, including electronic resources; experience with statistical and database software such as Excel and Access; ability to interact successfully and to communicate in a clear, knowledgeable, and personable manner in both a team environment and on an individual basis; working knowledge of a modern European language preferred; demonstrated knowledge of Web page development highly desirable. Benefits: Standard benefits package includes life, health, and disability insurance, and mandatory participation in the state or optional retirement system, and 21 days' annual leave, plus 12 paid holidays. Salary Minimum: \$36,000, negotiable commensurate with experience. For further information on the campus and the community, visit the University of Georgia's Web site at: <http://www.uga.edu/>. Application Procedure: Send letter of application addressing all qualifications with a resume and the names, addresses, and phone numbers of three references, by September 28, 2001, to: Florence E. King, Assistant University Librarian for Human Resources, University of Georgia Libraries, Athens, GA 30602-1641; phone: (706) 542-2716; fax: (706) 542-4144; e-mail: libjobs@arches.uga.edu.

RUTGERS UNIVERSITY LIBRARIES

The New Brunswick Campus Libraries seek two dynamic librarians with experience, creativity, interest and enthusiasm to provide leadership in forging a new vision of a performing arts library for the 21st century. We need customer oriented individuals, accustomed to working in a fast paced research environment, who will guide the performing arts into the new technologies of the 21st century.

Music/Performing Arts Librarian: Provides instruction, reference, liaison and outreach services for Music and Performing Arts and collection development in the field of Music. Assumes leadership in exploring digital library initiatives and implementation strategies through grants & the development of cooperative projects or partnerships with teaching faculty or other campus groups. Demonstrated collection development experience in Music. BA degree in Music required. MA in Music preferred. (APP#155)

Performing Arts Librarian:

Provides instruction, reference, liaison and outreach services & collection development in the Performing Arts, including Theater Arts, Dance and Music. Assumes leadership in exploring digital library initiatives and implementation strategies for Music and the Performing Arts through grants and the development of cooperative projects or partnerships with teaching faculty or other campus groups. Demonstrated collection development experience in the Performing Arts. BA degree in Theater Arts, Dance or Music required. MA in Theater Arts, Dance or Music

preferred. (APP #156)

These tenure track positions require a Master's degree from an ALA accredited institution; experience and technical skills in information technologies; evidence of creative application of new technologies for service, including a strong interest in the integration of audio, visual, text and graphic sources in a digital library environment. Research, publications and involvement in professional associations are expected. Two or more years of relevant experience in a research library required. Must possess excellent communication skills, both written and oral, and the ability to work collegially in a multicultural academic team environment. Non-U.S. citizens must be authorized to work in the U.S. Minimum salary, dependent upon experience and qualifications, is \$42,987. For complete position profiles, see our website at <http://www.libraries.rutgers.edu/> under "News and Events".

Candidates applying by October 5, 2001 will receive first consideration. Submit resume, cover letter, and names of three references to: Sandra Troy (APP #), Libraries Personnel Officer, Rutgers University Libraries, 169 College Ave., New Brunswick, NJ 08901; FAX: 732-932-7637; e-mail: stroy@rci.rutgers.edu.

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

THE STATE UNIVERSITY OF NEW JERSEY
RUTGERS

BUSINESS/REFERENCE LIBRARIAN. (Assistant Librarian rank) Louisiana State University seeks an energetic and innovative individual for the position of Business/Reference Librarian. This individual will provide reference, research assistance, instruction, collection development, and liaison duties in support of programs in Business, Economics, and Agricultural Economics. The individual is expected to meet requirements for promotion and tenure. For a detailed description of the position, go to: <http://www.lib.lsu.edu/lib/jobs/index.html>. **Qualifications:** Required: MLS from an ALA-accredited library school; undergraduate degree in the areas of business and/or economics or related work experience; knowledge of traditional and electronic reference resources; strong computer skills, including the ability to create Web pages; ability to work both independently and collegially in a demanding and rapidly changing environment; excellent interpersonal, communication, and organizational skills; and evidence of ability to meet tenure requirements. Preferred: Graduate degree or graduate course work in business and/or economics; familiarity with current bibliographic and reference sources in business; experience in collection development, reference work, and/or bibliographic instruction in an academic library; and record of ability to develop and implement effective, innovative public service, instruction, or outreach projects,

services, or programs. Salary and benefits: \$33,000 per fiscal year minimum, dependent upon qualifications and experience; 12-month, tenure-track appointment; excellent benefits. Application: Review of applications will begin July 31, 2001, and will continue until position is filled. Candidates should submit a letter of application, resume, and names, addresses, and telephone numbers of three references to: Caroline Wire, Assistant to the Dean, 295 Middleton Library, Louisiana State University, Baton Rouge, LA 70803. Ref.#019471.

CATALOGER FOR AFRICANA STUDIES. Description: Specialist in Africana Studies with an emphasis on sub-Saharan Africa and original monographic cataloger, assigned to the Technical Services Division, Bobst Library. Librarians are expected to serve as partners in the educational mission of NYU by establishing strong relationships with the faculty and students, building and maintaining appropriate research collections, and providing responsive and innovative information services. The primary collection focus is on black culture, literature, and politics from a multicontinental and interdisciplinary perspective with an emphasis on Pan-African history and thought and black urban studies. The African legacy and the African diaspora in Europe, North America, and the Caribbean is of significant interest and requires close



CATALOGING TEAM LEADER

Indiana University-Purdue University Indianapolis

Indiana University-Purdue University Indianapolis (IUPUI) is a leading urban university campus where achievement-oriented students receive degrees from Indiana University or Purdue University. Located in the heart of Indiana's capital city, just blocks from the State House and centers of business, art, and education, IUPUI reflects the dynamic spirit of a growing city. IUPUI offers the largest range of academic programs and has received more sponsored research funding than any other campus in Indiana. The University Library at IUPUI is among the most technologically sophisticated academic libraries in the United States. It is the centerpiece of a campus strategy to provide the latest information resources and services for students, faculty, and the Central Indiana community. The Library is a team-based organization that focuses on the innovative application of technology and new forms of engagement with the campus and the community.

The University Library seeks an enthusiastic and team-oriented librarian who will be responsible for all procedures and activities of the Cataloging Team at the IUPUI University Library. This individual will lead the team in establishing procedures and activities for providing quality, cost-effective bibliographic and authority records for monographic and serial materials, acquired by or given electronic access to IUPUI University Library, Herron School of Art Library, and the IUPUI Columbus Library. The team leader will facilitate and involve all Cataloging Team members in team planning, objective setting, and problem solving, and will hold team members accountable for their participation and performance. This individual must meet the criteria for a tenure-track position. In addition, the individual will have some responsibilities with one of the library's client-based teams which provide reference and instructional support to academic units.

QUALIFICATIONS:

Required: ALA-accredited library degree; excellent verbal and written communication skills; demonstrated ability to work effectively with diverse clientele in a fast-paced, team-oriented environment; comprehensive knowledge of AACR2, LCSH, LC classification schedules, and OCLC. Preferred: Experience as a cataloger in an academic library or research setting; proficiency with computer technology and digital information resources; familiarity with established and emerging metadata standards; experience with NACO; experience with SIRSI's Unicorn; knowledge of emerging trends in libraries and higher education; supervisory skills; and experience in a team-based environment.

RANK AND SALARY:

The position is a 12-month, tenure-track appointment at the Assistant or Associate Librarian rank.

SALARY MINIMUMS: Assistant \$40,000; Associate \$45,000.

STARTING DATE: January 1, 2002.

Review of applications will continue until filled. Applications received before **October 15, 2001**, will be guaranteed full consideration. Applications should include cover letter indicating specific position of interest, résumé, and names, telephone numbers, and addresses (email if possible) of four references. Send applications to:

**Mary Stanley, Associate Dean
IUPUI University Library
755 West Michigan Street
Indianapolis, IN 46202-5195
(317) 274-0487**

IUPUI University Library has a commitment to providing excellent public services to students, faculty, and the general community. IUPUI also has a commitment to the principle of diversity and is actively seeking to increase the racial and ethnic diversity of our staff. We encourage applications from women and underrepresented groups.

For more information about IUPUI University Library, visit our Web site at: <http://www.ulib.iupui.edu>.

Indiana University Purdue University Indianapolis (IUPUI) is an affirmative action, equal opportunity institution. Individuals who require a reasonable accommodation in order to participate in the application process must notify Mary Stanley at, the above address and telephone number, a reasonable time in advance.



METHODIST LIBRARIAN

DREW UNIVERSITY LIBRARIAN in Madison, NJ seeks a Methodist Librarian. The Librarian provides leadership for the extensive and world-renowned Wesley and Methodist collections of Drew University and the General Commission on Archives and History of The United Methodist Church (GCAH).

The Successful candidate will develop Methodist collections, promote their use, provide reference and research services, set goals and policies for the Methodist Library, supervise one full-time staff person and several student employees and participate in governance and strategic planning of the University Library. The Librarian will also serve as chief liaison to staff of the GCAH and its governing committees, cultivate donors, provide leadership for the University Library's special collections and archives, Reporting to The University Library Director s/he will be a member of the Library faculty.

The Methodist Librarian will hold an ALA accredited MLS (or equivalent degree) or subject relevant Ph.D and a commitment to completing the MLS. Subject expertise in Wesley and Methodist studies as demonstrated by an advanced academic degree is required. Strong service orientation along with a Ph.D and publications in relevant field, academic library experience, experience with special collections and/or archives, background using technology to advance library services are highly desirable.

Applications received by September 15, 2001 will receive full consideration; however the search will remain open until the position is filled. Anticipated starting date is April 1, 2002. Please consult our library web page at <http://www.depts.drew.edu/lib> for full job ad, job description, and information about the Library.

Please forward cover letter & CV to: Ms. **Leslie Culmer-Nier, Chair, Search Committee, Drew University Library, Madison, NJ 07940.**

The Library shares the University's commitment to maintaining a diverse faculty and student body and is an AA/EOE.

Drew University



LIBRARY DIRECTOR

Hebrew College, Boston, invites applicants for the position of Library Director. Candidates should have substantial administrative and supervisory experience in all aspects of library management, as well as an MLS degree from an ALA-accredited program and an advanced degree in Jewish Studies. In addition, experience with OCLC and/or RLIN, integrated library systems, and Internet resources is required. Hebrew College offers graduate and undergraduate programs in all aspects of Jewish studies and Jewish education, and in the fall of 2001 will move to a new state-of-the-art campus in Newton. The new Library Director will provide leadership and vision, and will build on the successes that the library has enjoyed over the past 80 years. Start date is January 2002, and a competitive salary commensurate with experience will be offered. Hebrew College is an affirmative action, equal employment opportunity employer. Submit resumes to:

Barry Mesch
Chair, Library Search Committee
Hebrew College
43 Hawes Street
Brookline, MA 02446
Fax: (617) 264-9264

cooperation with other subject specialists to meet research and teaching collection needs. The successful candidate will serve as coordinator of library activities in support of the Africana Studies Program. Collection development responsibilities include selecting and managing research materials in all formats, faculty liaison, providing a variety of research, consultation, and instructional services to faculty and students, and participating in the preservation efforts of the library. Technical services responsibilities include original cataloging of monographs, serials, and microforms relating to Africana Studies and in other subject areas, in Western European languages following national (NACO and BIBCO) standards; and assisting in other cataloging unit duties and projects. Qualifications: Required: ALA-accredited MLS; proficiency in French; and substantial knowledge of Africana studies as an academic discipline. Preference will be given to candidates who have done graduate work in Africana studies and have substantial experience in either collection development or knowledge of cataloging and classifying materials on a national bibliographic utility using AACR2 and LC classification and subject headings. Salary/Benefits: Faculty status, excellent benefits include five weeks' annual vacation. Salary commensurate with experience. New York University Libraries: Library facilities at New York University serve the school's 50,000 students and faculty and contain more than four million volumes. New York University is a member of the Research Libraries Group and serves as the administrative headquarters of the Research Library Association of South Manhattan, a consortium which includes three academic institutions in Greenwich Village. To Apply: To ensure consideration, send resume and letter of application, including the name, address, and telephone number of three references to: Janet Koztowski, Library Human Resources Director, New York University Libraries, 70 Washington Square South, New York, NY 10012; fax: (212) 985-4070. NYU encourages applications from women and members of minority groups.

CATALOGING DEPARTMENT HEAD. Eden-Webster Library, the joint library of **Eden Theological Seminary** and **Webster University,**

Access Services Librarian

Lafayette College seeks an innovative and service-oriented librarian to lead Access Services during an exciting period of growth and opportunity. Reporting to the Director of Libraries & Academic Information Resources, this individual will be responsible for circulation, interlibrary and document delivery services, and collection management. S/he will supervise 9 staff, participate in library-wide planning, and represent the library in local and statewide consortia. S/he will play a key role in two new projects: 1) design of an expanded library, including new facilities for Access Services (construction to begin June 2002) and 2) migration to a new integrated library system. Depending on interests and qualifications, s/he may also participate in the library's reference instruction, or collection development programs.

Founded in 1826, Lafayette College is a highly selective, private undergraduate institution with curricula in the liberal arts, sciences, and engineering. It is among the 56 colleges and universities rated as America's "most academically competitive" by Barron's. The beautiful 110-acre campus is located on the Delaware River, 70 miles west of New York City and 60 miles north of Philadelphia. For more about Lafayette, see: www.lafayette.edu.

Lafayette's librarians enjoy a reputation for being innovative and forward-looking. They have been recognized by the Council on Library & Information Resources for their leadership in linking technology and the classroom, have won a faculty award for superior teaching, and have been leaders in developing an online virtual union catalog with patron-initiated borrowing for Pennsylvania academic libraries (PALCI). They are currently working with architects on an \$18 million dollar expansion of the main library.

Qualifications: ALA-accredited MLS; academic library experience, preferably in ILL; supervisory experience; excellent time/staff management and communication skills; ability to adapt flexibly to a changing environment; demonstrated team- and project- leadership skills; expertise with integrated library systems, preferably Innovative Interfaces, Inc.; expertise with Web-based applications for document delivery.

Salary range: \$36,000 - \$42,000, depending on qualifications and experience. Lafayette librarians have faculty status and excellent benefits, including a choice of health plans, TIAA-CREF, 22 days paid vacation, and college tuition benefits. The Library provides generous support for training and professional development, including travel to professional meetings and participation in ACRL and other professional organizations.

For consideration, send a letter and resume with the names of three references (including e-mail addresses) to Chair, Access Services Librarian Search Committee, Skillman Library, Lafayette College, Easton, PA 18042. An equal opportunity employer. Women and minorities are encouraged to apply. Applications accepted until the position is filled.



LAFAYETTE COLLEGE

seeks candidates for the position of Head of Cataloging. This position has primary responsibility for the bibliographic control of library materials in all formats. Sets standards for the department's operation and maintains proficiency in the current state of professional library theory and practice as it applies to cataloging. Establishes departmental priorities and coordinates workflow within the department and with other library departments. Serves on the Library's management team. Trains, supervises, and evaluates staff of 55 (including two professional) plus student assistants. Serves as liaison to the University's Department of Foreign Languages. Required: ALA-accredited MLS; five years' cataloging experience in an automated environment; advanced knowledge of and experience with MARC mapping and authority control, AACR2r, LCSH, LCCS, Descriptive Cataloging of Rare Books, NACO principles, and MARC coding. Reading ability in at least one foreign language, preferably German. Ability to communicate effectively both orally and in writing and ability to work effectively with colleagues and diverse clientele. Supervisory experience in technical services preferred. Salary: \$43,000-\$49,000 depending on qualifications; excellent benefits, including TIAA-CREF and tuition remission for employees and their families. Submit resume and letter of application with three references by September 20, 2001, to: Laura Rein, Library Director and

Chair of Search Committee, Eden-Webster Library, 475 E. Lockwood Avenue, St. Louis, MO 63119-3192. Affirmative action, equal opportunity employer. For complete job description and benefits information, see: <http://library.webster.edu/jobopenings.html>.

CURATORIAL ASSISTANT: PRINTED BOOKS AND BINDINGS. The Morgan Library. The Curatorial Assistant inventories collections, maintains departmental accessions records; and creates minimal-level, in-process records in the Library's online catalog. These records contain AACR2 headings, title and imprint data, and some copy-specific information based on acquisitions memoranda in the department's files. This is a 15-month position, funded on a temporary basis. Qualifications: ALA-accredited MLS; basic knowledge of AACR2 (rev.) and the USMARC format; experience working with an automated library system or bibliographic utility; some knowledge of French and Latin; familiarity with DCRB and descriptive bibliography highly desirable. Please visit our Web site at: www.morganlibrary.org. Compensation: Annual salary is \$35,000, excellent benefit plan. To Apply: Interested applicants should e-mail, fax, or mail letter of application, resume, and names and addresses of three references to: Human Resources, The Morgan Library, 29

DIRECTOR FOR MASON LIBRARY

KEENE STATE COLLEGE

Keene State College invites applications for the position of **Director for Mason Library** beginning as early as January 1, 2002. Keene State College is an affiliate of the University System of New Hampshire. The College is a public comprehensive college located in the scenic Monadnock region of southwestern New Hampshire. Keene State College and its teacher education programs are NEASC/NCATE-accredited. The College has an enrollment of approximately 3,800 undergraduate students,

100 graduate students and 800 continuing education students. The KSC library houses approximately 300,000 paper volumes and has active subscriptions to more than 1,200 periodicals, newspapers, and annual publications. It also enjoys a unique partnership with the Keene Public Library, combining collections and services through the KeeneLink electronic catalog. To learn more about Keene State College or the Mason Library, visit these websites: www.keene.edu/ or www.keene.edu/library/

Duties and Responsibilities:

Under the administrative review of the Vice President of Academic Affairs, the Director is responsible for supervising and leading the library as a center of support for teaching and scholarship in the following ways:

- Working with teaching faculty to strengthen academic programs;
- Leading the development of library faculty and staff;

- Assessing and developing the library's collections and services to assure excellent support of the College's curriculum;
- Strengthening the library's traditional resources in books and print media while developing new resources in electronic media and technology;
- Communicating with faculty, students, and appropriate administrators regarding library practices and policies.

Qualifications:

ALA-accredited Master's degree in Library/Information Science or equivalent combination of education and experience; PhD (and teaching experience) in a traditional academic area preferred. Three to five years of administrative experience in an academic library, preferably in a traditional undergraduate setting, with evidence of progressive responsibility; thorough knowledge of library automa-

tion; experience in collaborative IT initiatives; experience in strategic planning and budget management; strong interpersonal, communication, and organizational skills; demonstrated ability to lead, work effectively with groups, and supervise staff, and ability to work collaboratively with others in an evolving organization and a rapidly changing information environment.

The compensation package is commensurate with qualifications and experience. Review of applications will begin immediately. Closing date for applications: November 2, 2001.

To apply, send a letter of application addressing the above responsibilities and qualifications, curriculum vitae, and three names of references to:

Library Director Search-RLN9/1
Office of HR Management
Keene State College
229 Main Street
Keene, NH 03435-1604



KEENE STATE COLLEGE

Keene State College is an Affirmative Action/Equal Opportunity Employer, and is engaged in an effort to build a community that reflects the diversity of society.

East 36th Street, New York, NY 10016; fax: (212) 481-3484; e-mail: humanresources@morganlibrary.org. Equal opportunity employer.

DEAN OF THE UNIVERSITY LIBRARIES AND CHIEF INFORMATION OFFICER. Adelphi University seeks a Dean of the University Libraries and Chief Information Officer for a newly created position. The successful candidate will provide creative leadership for the integration of all areas of traditional library services and information technology at the University, which will be reorganized into a new collaborative unit. The successful candidate will have an advanced degree, senior administrative experience with an academic library and managing information technology, excellent interpersonal communication skills, practical knowledge of the latest developments in advanced technologies, library operations, and networking trends in higher education. Minorities and women are encouraged to apply. Please send cover letter and CV in confidence to search consultant: G. Angela Henry, Ray & Berndtson, Inc., ahenry@rayberndtson.com; phone: (212) 370-1316.

DIRECTOR OF LEARNING RESOURCES. Wheaton College in Illinois invites applicants for the position of Director of Learning Resources

for Buswell Memorial Library. Buswell Library provides primary curricular and research support for the College's academic life, which includes two doctoral degree programs and increased offerings for the distance learner. The director is responsible for all aspects of administration in the library, the supervision of its staff of seven library faculty and 15 support staff, and will report to the Dean of Technology and Institutional Research. Service on other academic and/or administrative committees is expected. The successful candidate will have completed an MLS or equivalent from an accredited institution; at least a second master's degree in another field (Ph.D. preferred), and at least five years' administrative experience in an academic research library comparable to Wheaton. Candidate should have an understanding and appreciation of the liberal arts education and the needs of the scholarly community; strong management skills and a collegial style that supports the professionalism and initiative of staff; a progressive and proactive approach to planning for and implementing technology in the library; and evidence of continued professional development. Wheaton College is an evangelical Christian liberal arts college whose faculty and staff affirm a Statement of Faith and adhere to lifestyle expectations. The college complies with federal and state guidelines for nondiscrimination in employment. Letters of interest and curriculum

WAKE FOREST UNIVERSITY

UNIVERSITY ARCHIVIST

Wake Forest University (Search Reopened)

Wake Forest University's Z. Smith Reynolds Library seeks an experienced and energetic University Archivist to administer the Wake Forest University Archives and related collections. The University Archivist assures access to the collections and ensures that services and bibliographic records are of the highest standard. The Archivist promotes programs, exhibits, and the use and support of the Archives.

The Wake Forest University Archives document the history of the institution beginning with its formation as the Manual Labor Institute in 1834 and continuing to its current status as a major liberal arts university. The University Archivist promotes and supports the collections, which include the Archives and the North Carolina Baptist Historical Collection documenting Baptist life and institutions in North Carolina. Collections total more than 8,000 linear feet of manuscript material and 16,000 monographs.

The University Archivist reports to the Special Collections and Archives Team Leader. Duties include the formulation and implementation of policies and procedures for collection development, arrangement and description, and preservation and access. The successful candidate will engage in outreach to university departments and the community; develop strategies for active donor and financial support; provide reference service and bibliographic instruction to students, faculty, and patrons; develop and implement programs for creation of digital archives and automated access; prepare finding aids and inventories; supervise, train, and evaluate one full-time employee and student assistants; and provide computer training for incoming students.

QUALIFICATIONS REQUIRED: MLS from an ALA-accredited school with course work in archives administration and at least two years of professional experience in an archival setting (an equivalent combination of education and experience may be accepted); demonstrated knowledge of current archival theory and practice; experience with automated library and archival systems, electronic formats, and archival records management; excellent organizational abilities and communication skills; proven ability to work productively in a collaborative team environment. Preferred: Additional advanced degree in American history or related discipline is highly desired.

SALARY AND BENEFITS: Salary placement is commensurate with experience and qualifications, \$38,000 minimum. Wake Forest University offers a comprehensive benefits package, including health care, choice of retirement plans, and tuition concession.

Information about the Z. Smith Reynolds Library is available at: <http://www.wfu.edu/Library>.

APPLICATION: To apply, send letter of application, resumé, and names, addresses, telephone numbers, and email addresses of three references to:

**Staff Employment Manager
Office of Human Resources
P.O. Box 7424
Wake Forest University
Winston-Salem, NC 27109**

Review of applications begins **September 24, 2001**.

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

vitae should be sent to: Human Resources, **Wheaton College**, Wheaton, IL 60187-5593. Complete application materials will be forwarded to candidates. Application deadline: November 1, 2001, or until position is filled.

DIRECTOR OF THE HILL FREEMAN LIBRARY. Reinhardt College invites applications for the position of Director of the Hill Freeman Library. The Director reports to the Vice President for Academic Affairs and is responsible for developing and monitoring the library budget; employing, assigning, and evaluating library staff members; formulating policies and strategic plans for library development; and assessing the effectiveness of library services. The Director must possess strong interpersonal skills, be able to communicate clearly in oral and written formats, be familiar with a variety of educational technology resources systems common to automated library settings, and be committed to

the goals of undergraduate liberal arts learning. Candidates must possess a master's degree in library or information science from an ALA-accredited program with successful service in either public or college/university libraries. Annual salary and faculty rank contingent upon academic credentials and professional experience. Application deadline is October 15, 2001. Submit letter of interest, resumé, and names of five references to: B. Lee Cooper, Vice President for Academic Affairs, 7300 Reinhardt College Circle, **Waleska, GA 30183**.

EDUCATION LIBRARIAN. Full-time, tenure-track faculty appointment in a collective bargaining unit. Responsibilities include: General reference service; advanced reference and library instruction to education students; collection development in education of print, curriculum materials, and electronic resources; and faculty liaison with education disciplines. Required Qualifications: ALA-accredited MLS

TWO POSITIONS AVAILABLE

University of Missouri, Rolla

The University of Missouri, Rolla is seeking qualified applicants for two positions:

Cataloger (Position 51055):

Perform original and complex copy cataloging for a variety of formats and in all subject areas; maintain MARC bibliographic and authority records using OCLC and a multicampus Innovative Interfaces system; establish name and series authority records; assist in analyzing and evaluating processes and in helping a department of four stay current on emerging trends in technical services; help resolve complex cataloging issues.

QUALIFICATIONS: Required: ALA-accredited MLS; familiarity with MARC format, AACR2, OCLC, LCRIs, and LCSH. Desired: Previous cataloging experience in an online environment, preferably in an academic setting; experience cataloging using IIF's INNOPAC.

Reference Librarian (Position 52927):

Provide comprehensive reference service on a campus with strong science and engineering focus; participate in an active library instruction program; serve as departmental liaison for material acquisition and specialized information services. Some evening and weekend hours are required.

QUALIFICATIONS: Required: ALA-accredited MLS; strong commitment to public service; experience with electronic information resources, including Internet applications; experience in a computer intensive setting; ability to work effectively in a demanding and rapidly changing environment; reference experience in an academic library, including the ability to conduct effective reference interviews. Desired: Experience in meeting user information needs in science and engineering; degree or relevant experience in scientific or engineering field.

BOTH POSITIONS: UM Rolla is one of four University of Missouri campuses and Missouri's premier science and engineering campus. The University offers undergraduate and graduate degrees in science and engineering, and undergraduate degrees in the liberal arts. Within the library, nine professionals and 17 support staff serve 350 faculty and 4,500 high-ability students. The collection includes approximately 400,000 volumes and 1,500 periodical titles. The library Web site is: www.UMR.edu/~library.

SALARY AND BENEFITS: \$28,000 minimum for 12 months. Twenty-eight vacation days per year; vested retirement after five years. Dental, medical insurance, and other benefits are available.

TO APPLY: Send a letter of application, résumé, and names, addresses, telephone numbers, and email addresses of three professional references to:

**Human Resource Services
Attn: [Position number]
University of Missouri, Rolla
1870 Miner Circle
Rolla, MO 65409-1050**

Review of complete applications will begin **August 15, 2001**, and will continue until the positions are filled. Questions may be directed to Maggie Trish, Chair of Cataloger Search Committee, at trishm@umr.edu; or Ben Lea, Chair of Reference Librarian Search Committee, at: bjlea@umr.edu.

UM Rolla is an affirmative action, equal opportunity employer.

Members of minority groups and persons with disabilities are encouraged to apply.

degree, second master's degree; public service commitment; strong communication skills; demonstrated interpersonal/teamwork skills; and computer competency, including experience with relevant educational technologies and Internet resources. An academic background in the field of education and some classroom teaching experience are strongly preferred. Minimum Salary: \$37,200, Assistant Professor. Review begins October 15, 2001. Send letter of application, resume, and names, addresses, and phone numbers of three references to: Bradley F. Baker, University Librarian, Ronald Williams Library, **Northeastern Illinois University**, 5500 N. St. Louis Avenue, Chicago, IL 60625. For more information, see: www.neiu.edu/~neilib. Affirmative action, equal opportunity employer.

ELECTRONIC SERVICES/SYSTEMS LIBRARIAN, Macomb Community College, located in the northeast area of metropolitan Detroit,

is seeking candidates for the position of Electronic Services/Systems Librarian. The successful candidate will be expected to develop expertise in emerging technologies and lead or participate in innovative library projects. Knowledge of networking, TCP/IP, Z39.50, and other relevant standards/protocols, client/server applications, and developments/trends in information delivery applicable to a community college. Must have a thorough knowledge of database searching and Web browsers, word processing basics (i.e., MSWord, Excel, Powerpoint, Access), Knowledge of HTML and Web design, and of digital photography and scanning techniques, and experience with print/nonprint/electronic reference resources. Master's degree in Library or Information Science from an ALA-accredited or equivalent institution. \$37,047-\$55,571, commensurate with experience, plus benefits. To be considered, send an application, résumé, photocopies of transcripts, and cover letter, by October 1, 2001. Qualified candidates call: (810) 445-7985 to receive

HOLLINS UNIVERSITY

DEAN OF LIBRARY AND INFORMATION SERVICES

Hollins University

Hollins University seeks nominations and applications for the position of Dean of Library and Information Services.

The dean's principal responsibilities will be to provide strategic direction and leadership for the university's library and information services within an academic environment committed to information integration and distributed access. This position oversees the operation of the library and information services units (26.5 FTE), which include traditional library services, multimedia and audiovisual services, networking and telecommunications, cable television, academic computing, and administrative computing. The dean is a member of the Hollins faculty and serves on the president's cabinet. He or she participates in long- and short-term planning for technology and its implementation in the classroom (and, in the case of distance education, beyond the classroom) and as it affects the physical infrastructure of the campus. The dean, in collaboration with the president's cabinet, faculty, and others, develops long-range plans and vision for the role of technology at a small, liberal arts institution.

Hollins is a distinguished private, national liberal arts university for women, with coed graduate programs. Founded in 1842, Hollins is located in one of the most beautiful areas of Virginia, has a lovely historic campus, and enjoys the amenities of the Roanoke Valley metropolitan region. Hollins offers exceptional opportunities through its arts and sciences curriculum and extensive study abroad and internship programs.

QUALIFICATIONS: An advanced degree (e.g., Ph.D. and/or MLS); demonstrated leadership in an academic setting, including work in both information technology and library services and understanding of the issues and challenges facing higher education, especially in a small college setting; strong analytical, interpersonal, and communication skills.

The preferred starting date is January 2, 2002. Salary is competitive based on experience and qualifications.

Send a letter of application, current curriculum vitae, and the names and addresses of at least three references to:

Hollins University
Dept. LIBR-INFO
P.O. Box 9716
Roanoke, VA 24020

Review of applications will begin on **September 15, 2001**, and continue until the position is filled.

Hollins University is an equal opportunity employer committed to advancing women and to supporting a diverse community.

a job description and application, or visit: www.macombo.com/ucbs for the job description; an application form can be downloaded from the College Web site. Affirmative action, equal opportunity employer. Michigan Relay Center: (800) 649-3777 (Voice and TDD).

FACULTY LIBRARIAN/LEARNING CONSULTANTS. (Two Positions) Seattle Pacific University invites applications for two 11-month positions available immediately. Exact duties of each position flexible; select 3-4 of the six options to create a full-time position. For either position, 0.2 FTE will be reserved for Reference; select remaining 0.8 FTE from the following: 1. Learning Consultant for Theology (0.2 FTE); 2. Learning Consultant for Humanities (0.4 FTE); 3. Learning Consultant for Fine Arts (0.2 FTE); 4. Learning Consultant for Education (0.4 FTE); 5. Technology (could include: Electronic Resources, Webmaster) (0.2 FTE); 6. Distance Education (0.2 FTE). FTE amounts are illustrative and do not necessarily represent actual time allocations. General requirements include MLS from an ALA-accredited program; three or more years of reference and instruction experience in an academic library; excellent interpersonal, written, and verbal communication skills; proficiency in using automated library systems; ability to work independently and collaboratively, including some regularly scheduled evening and weekend hours. Learning Consultant requirements include appropriate subject-matter master's degree, strong background in one

or more of the subject areas shown above; expertise with subject-specific resources (electronic, Internet, print); ability to coordinate collection management, provide library information literacy, and work closely with faculty. Technology assignments could include heading or serving on Web committee, and researching/coordinating implementation of electronic resources (e.g., virtual reference service). Distance Learning assignments will consist of assisting in the planning, coordination, and support of library services to distance learners by working directly with the library's online education department as well as library staff for the needs of remote library users. Annual Salary: \$36,000 to \$45,000, depending on qualifications. Benefits include health, dental, disability, and life insurance as well as retirement programs. Moving allowance is provided. Application Deadline: Applications should be completed no later than October 31, 2001. Contact: Susan Reynolds, Library Administrative Assistant, Seattle Pacific University Library, 3307 3rd Avenue West, Seattle, WA 98119; (206) 261-2413; e-mail: sreynold@spu.edu. Seattle Pacific University serves more than 3,400 undergraduate and graduate students in both liberal arts and professional studies. The university's Christian commitments are both evangelical and Wesleyan, with faculty and students representing a broad range of faith traditions. The university seeks applicants who are enthusiastically committed to its Christian mission. For more information about SPU, access our homepage at: <http://www.spu.edu/>.

UNIVERSITY ARCHIVIST/ SPECIAL COLLECTIONS LIBRARIAN

Denison University

Denison University is a selective liberal arts college founded in 1831 and located in Granville, Ohio, 25 miles east of Columbus. The archivist is a member of the professional staff of the library and of the general faculty. A visible and active member of the Denison community, the Archivist promotes knowledge and understanding of the origins, achievements, and goals of the university. The University Archivist reports to the Director of Libraries.

The archivist oversees the historical records and special collections of the college. He or she provides reference, educational, and outreach services to students, faculty, staff, alumni, and visitors; works with students and faculty in instructional and research settings; and participates in campus records management librarywide conservation efforts, and the full range of library functions. A full position description may be found at: <http://www.denison.edu/library/archives/Archivist.html>.

MINIMUM QUALIFICATIONS: MLS from an ALA-accredited program or equivalent with an emphasis in archival studies or experience in archives or records management; excellent oral, written, and interpersonal communications skills.

PREFERRED QUALIFICATIONS: Certified archivist; basic knowledge of library preservation/conservation techniques; familiarity with a variety of computer applications and services including OCLC, Ill, and HTML and/or Java.

Competitive salary and benefit program.

Send letter of application, resumé, and three references to:

Search Committee for University Archivist Denison University Library Box L Granville, OH 43023

Review of applications will begin **August 15, 2001**, and will continue until the position is filled.

Denison University is an affirmative action, equal opportunity employer.

GOVERNMENT INFORMATION/MICROFORMS LIBRARIAN.

(Assistant Librarian) Louisiana State University Libraries seeks a service-oriented, innovative, and energetic individual to provide services and information resource development for government information and participate in the delivery of reference and instruction services at a combined general/government documents service desk. For a detailed description of the position, go to: <http://www.lib.lsu.edu/lib/jobs/index.html>. Qualifications: Required: MLS from an ALA-accredited library school; reference experience in an academic setting; knowledge of print, electronic, and Internet government and reference information resources; knowledge of microcomputer applications; ability to create Web documents; ability to work well with colleagues and diverse clientele; excellent interpersonal, oral, and written communication, and organizational skills; evidence of ability to meet tenure requirements. Preferred: Minimum of one year of depository or academic library experience; experience in collection development and/or bibliographic instruction in an academic library; familiarity with statistical software packages; evidence of ability to develop and implement effective, innovative public service, instruction, or outreach projects, services, or programs. Salary and Benefits: \$39,000 per fiscal year minimum, dependent upon qualifications and experience; 12-month, tenure-track appointment; excellent benefits. Application: Review of applications will begin September 30, 2001, and will continue until position is filled. Candidates should submit a letter of application, resumé, and names, addresses, and telephone numbers of three references to: Caroline Wire, Assistant to the Dean, 295 Middleton Library, Louisiana State University, Baton Rouge, LA 70803. Reference # 002287.

HEAD LIBRARIAN FOR TECHNICAL SERVICES. Does being a faculty member in a vibrant, user-focused, team-managed library sound like what you're looking for? Are you creative, flexible, innovative, and have a sense of humor? Do you have a sense of the need for cooperation between Technical Services and Public Services? Does a position that encourages and supports professional confidence and self-renewing learning attract you? Owens Library is looking for an experienced Technical Services leader who can help us migrate to a new automated

system and a statewide platform. This person will lead and empower a wide range of support staff; provide professional guidance and mentoring for technical services, periodicals, archives, and government documents; serve as an active member of the Leadership Team; and share expertise with the Collection Management team to assist in decision-making for library materials purchases. You will have an ALA-accredited MLS with at least five years of relevant experience; and knowledge of the Superintendent of Documents, Dewey Decimal, and Library of Congress classification systems, Anglo-American cataloging rules, MARC formats, and use of OCLC for cataloging and authority work. You should be computer adept and software-savvy with demonstrated experience in automated library technical services operations. You will have strong communication, management, interpersonal, and problem-solving skills. Review of applications will begin October 15, 2001. The position includes 24 days of vacation and 16 days of sick leave annually; non-tenure faculty status; 12-month contract; and an annual salary of \$38,000-\$39,500. If interviewed, a presentation will be expected. For further information about Owens Library, check out our Web site at: <http://www.nwmissouri.edu/library/>. Submit a letter, resume, unofficial transcripts, and the names, addresses, telephone numbers, and e-mail addresses of three current references to: Vicki Waincoat, Chair of Search Committee, Owens Library, Northwest Missouri State University, Maryville, MO 64468. E-mail: vickiw@mail.nwmissouri.edu. Northwest is an equal opportunity employer and encourages women and minorities to apply.

HEAD OF INTERLIBRARY LOAN/DOCUMENT DELIVERY SERVICES. The University of New Orleans Earl K. Long Library is seeking a dynamic and energetic public service librarian to manage an active Interlibrary Loan unit. Responsibilities include coordination of borrowing and lending activities with state, regional, national, and international libraries as well as with networks, cooperatives, and consortia; involvement in collection development and reference services; management of two library associates and hourly student workers. Qualifications: Required: ALA-accredited MLS degree; excellent communication and interpersonal skills; ability to work with microcomputer

DIRECTOR OF THE MELVIN J. ZAHNOW LIBRARY

Saginaw Valley State University (Search Extended)

Saginaw Valley State University (www.svsu.edu) seeks an innovative and dynamic administrator with demonstrated knowledge of academic libraries to serve as Director of the Melvin J. Zahnow Library.

One of the fastest-growing universities in Michigan, Saginaw Valley State University has an enrollment of approximately 9,000 students. Degrees are offered at the baccalaureate and master's level. More than 70 undergraduate programs of study and seven master's degree programs of study are offered. Situated on a spacious 782-acre campus, SVSU is conveniently located in mid-Michigan, 90 miles north of Detroit/Ann Arbor.

The unique and attractive campus includes several newly constructed classroom and office buildings. The new Director will play a crucial role in the development of the current 10-million-dollar expansion of the Library.

The Melvin J. Zahnow Library (library.svsu.edu) is completely automated using the Innovative system. A rich combination of services and resources include: traditional and electronic resources, research instruction, distance education, document delivery, and university archives. The growing onsite collection has over 600,000 volumes in multiple formats, including 22,500 media items, 3,200 periodicals subscriptions, and 1,350 electronic and Internet resources.

The Library has an annual budget of \$1.6 million, including a materials budget of \$550,000, and a staff of 19, 11.5 administrative/professionals, 7.5 clerical, and 10 FTE student workers.

RESPONSIBILITIES: The Director is responsible for all aspects of library administration and services including planning, policy development, personnel, and fiscal management. The Director is expected to be a strong advocate for libraries, work collegially with faculty, students and staff, and serve as a liaison to professional state and national networks and organizations. The successful candidate will provide leadership and vision, develop and manage the print and electronic library collections and technological systems. The Director serves on the SVSU Council of Academic Deans and Directors.

QUALIFICATIONS: Required: MLS from an ALA-accredited program and significant varied experience in an academic library, including at least five years of progressively more responsible administrative experience. The candidate must have an excellent record in library management and technology applications with demonstrated service orientation, and excellent communication skills.

SALARY AND BENEFITS: Commensurate with experience and qualifications; TIAA-CREF retirement/annuity; compensation plan includes medical, dental, and vision insurance, sick leave, and 22.5 days vacation. Non-faculty rank of administrative/professional.

The Director of the Melvin J. Zahnow Library reports to the Vice President for Academic Affairs.

To apply for this position, please send letter of application, curriculum vitae, and names, addresses, and telephone numbers of three references to:

Robert S. P. Yien
Vice President for Academic Affairs
Office of the Vice President for Academic Affairs
Saginaw Valley State University
7400 Bay Road
University Center, MI 48710

*Screening of applications will continue until the position is filled.
SVSU is an equal opportunity, affirmative action employer.*

hardware and software. Preferred: Interlibrary Loan/document delivery experience, including OCLC ILL subsystem; experience with ILLiad, ARIEL, EXCEL, ACCESS and full-text document delivery services; demonstrated supervisory experience; knowledge of emerging technologies related to electronic document delivery services. Salary and Rank: This is a tenure-track, 12-month academic faculty position at the Assistant Librarian rank. Salary beginning at \$32,000, depending upon qualifications. Librarians at the University of New Orleans enjoy full faculty status and responsibilities, including research and service. Available: Immediately. Send letter of application with resume and names, addresses, and telephone numbers of three professional references to: Assistant to the Dean, **University of New Orleans**, Earl K. Long Library, New Orleans, LA 70148. The University of New

Orleans, a member of the Louisiana State University system, is Louisiana's largest urban public university. UNO is an equal opportunity, affirmative action employer. For a full job description, visit: <http://library.uno.edu/vacancies.html>.

HEAD OF PRESERVATION. Indiana University Libraries Bloomington. Provide leadership and planning to prepare for 4,700-square-foot state-of-the-art preservation laboratory located in future Auxiliary Library Facility. The Preservation Department has acquired Kasemake automated box-making machine to expedite preparation of protective enclosures. The Andrew W. Mellon Foundation has recently awarded the Indiana University Bloomington libraries \$1 million to purchase equipment for the library's new preservation laboratory and to establish

TWO POSITIONS AVAILABLE

Illinois State University

Science Reference Librarian (Search Reopened)

Milner Library offers a 12-month tenure-track faculty position to provide reference service, library instruction, and collection development in various science/technology fields.

QUALIFICATIONS: ALA-accredited MLS by date of appointment, undergraduate degree or previous experience in science/technology. Additional advanced degree (preferably in science/technology) required for tenure and promotion.

Social Science Librarian

Milner Library seeks a person with strong commitment to public service. This position supports library instruction, provides reference service, develops and maintains collections in various fields of social science as well as serves as a faculty liaison.

QUALIFICATIONS: ALA-accredited MLS by date of appointment, undergraduate degree or previous experience in political science/social science. Additional advanced degree required for tenure and promotion.

Complete position announcements at: <http://www.mlb.ilstu.edu/>.

SALARY: \$36,000 minimum.

PREFERRED START DATES: October 15, 2001.

Initial review of applications will begin **September 20, 2001**, and will continue until positions are filled. To assure full consideration, please send letter of application, resumé, and list of three references to:

**Science Reference Librarian Search Committee
or Social Science Librarian Search Committee
Campus Box 8900/Milner Library
Illinois State University
Normal, IL 61790-8900**

Illinois State University is an affirmative action, equal opportunity university encouraging diversity.

an endowment to support preservation staff positions. Further information about the Libraries' Preservation Department can be found at the Web site: <http://www.indiana.edu/~libpres/>. Responsibilities: Develops and establishes preservation policies as well as department's long- and short-range goals and objectives to achieve programmatic balance; oversees state- and grant-funded budgets and develops cost-effective operation that is responsive to needs of other library units, collection managers, and library users; motivates and leads staff in productive and collaborative working environment; pursues grant opportunities of special programs in preservation including reformatting, mass deacidification, digitization, and conservation; evaluates collections for preservation and reformatting and monitors environmental conditions of stacks, collections, and exhibition venues. As the leader of libraries' preservation efforts, Head of Preservation works in close cooperation with bibliographers in setting preservation priorities and with technical services staff who provide bibliographic access; works closely with facilities staff on Auxiliary Library Facility planning and assists Executive Director of Development with fund-raising efforts; promotes libraries' mission to digitize and preserve parts of collection, investigates applications of digital technology for preservation, and participates in imaging and digitizing in accordance with library priorities and in consultation with Digital Library Program; maintains disaster plan and oversees disaster team that deals with library collections; represents libraries to external organizations, such as CIC, on matters concerning cooperative preservation programs. Qualifications: Required: ALA-accredited degree and preservation program management experience or equivalent combination of professional training and experience; familiarity with conservation and stabilization treatments for general and rare book collections; knowledge of current trends in preservation, issues involved with digital imaging technologies, project management, and access; proven record in successfully applying for and managing funded grant projects; budgetary and resource allocation expertise essential, along with analytical skills to conduct cost and productivity studies; supervisory experience; excellent written and oral communication skills; ability to work independently and collegially in complex, rapidly changing, and culturally diverse environment; ability to meet requirements of tenure-track appointment. Salary and Benefits:

Salary and rank negotiable and competitive, dependent upon qualifications and experience. This is a tenure-track academic appointment that includes eligibility for sabbatical leaves. Benefits include medical, dental, and group life insurance, TIAA-CREF retirement/annuity, and liberal vacation and sick leave. To Apply: Review of applications begins September 15, 2001. Position remains open until filled. Send letter of application, professional vita, and the names, addresses, and phone numbers of four references to: Yolanda Cooper-Birdine, Libraries Human Resources Officer, Indiana University Libraries, Main Library 201A, Bloomington, IN 47405; phone: (812) 855-8196; fax: (812) 855-2576; e-mail: ycooperb@indiana.edu. For further information concerning Indiana University, visit: <http://www.iub.edu/>; or for employment opportunities at the IUB Libraries, visit: <http://www.indiana.edu/~libpers/>. Indiana University is strongly committed to achieving excellence through cultural diversity. The university actively encourages applications and nominations of women, persons of color, applicants with disabilities, and members of other underrepresented groups. Indiana University is an affirmative action, equal opportunity employer.

HEAD OF REFERENCE. The Wichita State University (WSU) Libraries seeks a dynamic professional to lead its Reference and Research Services Department. The library system maintains a collection of 1.2 million volumes, two branch libraries, and over 100 public workstations. The Library Administration is strongly committed to providing opportunities for professional contributions, growth, and development. The University is located in the largest metropolitan area of Kansas serving a diverse population of over 500,000. Supporting an enrollment of 14,000 students, 15 colleges and schools, 24 research institutes and centers, and 3 satellite locations, WSU functions as the state's urban research university with a strong emphasis in liberal arts and sciences, engineering, business, the health professions, international programs, and the fine arts. The University supports over 104 undergraduate and graduate degrees, and 10 doctoral programs. The city of Wichita enjoys a booming economy, easy living, and a host of cultural and recreational opportunities. Responsibilities: Reporting to the Associate Dean for Information Services, the successful candidate assumes the following responsibilities: Leads a staff of 10 reference faculty and 2.5 support

CALIFORNIA STATE UNIVERSITY, FRESNO
HENRY MADDEN LIBRARY

**ASSISTANT
SPECIAL COLLECTIONS LIBRARIAN**

The Henry Madden Library is seeking an Assistant Special Collections Librarian for the management and development of the Central Valley Political Archive and to assist the Head of Special Collections.

RESPONSIBILITIES: Reporting to the Head of Special Collections, the initial responsibility of this position is the management and development of the newly established Central Valley Political Archive (CVPA) whose mission is to document the contributions of federal and state political figures from the San Joaquin Valley. This position also assists researchers in the use of the collections and serves on the CVPA Advisory Board. Additional responsibilities include overseeing the processing of the manuscript collections and records of the University Archives within the Special Collections Library. In addition, this position will train student assistants in archival processing, assist in collection development, grant writing, fundraising, exhibit preparation, special events, donor cultivation, and special projects as needed.

QUALIFICATIONS. REQUIRED: Master's degree in Library Science or equivalent from an ALA-accredited institution. At least one year of experience working in a special collections unit, archives, or manuscript repository in an academic, research, or independent library. Experience with and knowledge of standard archival theories and practices in the appraisal, arrangement, and description of archival and manuscript collections. Excellent written, oral, and interpersonal skills. Self-motivation, flexibility, and the ability to work collegially with faculty and staff are necessary. Demonstrated ability to meet the university's requirements for faculty tenure and promotion. **PREFERRED:** Experience with processing large, modern political collections. Knowledge of and experience with HTML, XML, EAD encoding, digitizing collections (especially photographs), and effective Web page design.

SALARY/BENEFITS: Salary and rank are commensurate with qualifications and experience. This is a 12 month, full-time, tenure track, faculty position. Salary minimum \$47,000.

California State University, Fresno is one of the 23 campuses of the California State University system. The current enrollment is approximately 19,000 students. The campus, which has been designated as an arboretum, is spread over 1,400 acres. Metropolitan Fresno is located on the western edge of the Sierra Nevada Mountain Range and within easy driving distance of Yosemite, Kings Canyon, and Sequoia National Parks, San Francisco, Los Angeles, and the Monterey Peninsula.

DEADLINE: To ensure full consideration, submit a letter of application and resume with names, addresses, phone numbers, and E-mail addresses of 3 references by **19 October 2001** to:

Michael Gorman, Dean of Library Services
Henry Madden Library
5200 N. Barton Avenue M/S ML34
California State University, Fresno
Fresno CA 93740-8014

California State University, Fresno is an EO/AA employer.

ELECTRONIC RESOURCES CATALOG LIBRARIAN

Cal Poly Pomona University (Revised, Recruitment Period Extended)

Cal Poly Pomona University Library seeks forward-looking applicants to play a leadership role in the management of electronic resources.

RESPONSIBILITIES: Reporting to the Head, Bibliographic Access Services, and working in a team-oriented, highly automated, and networked environment, the successful candidate is expected to play a leadership role managing electronic resources, including cataloging remote and direct access titles, participating in CSU systemwide initiatives relating to the management of electronic resources, developing standards, policies, and procedures, negotiating licenses, overseeing compliance, and serving as the point of contact concerning copyright, intellectual property, license terms, and regulations. Will also catalog other formats as needed and perform related duties as assigned, including public service opportunities.

REQUIRED QUALIFICATIONS: ALA-accredited MLS and two years' recent cataloging experience for an academic library, including demonstrated professional experience with electronic resources. **PREFERRED:** Applicants experienced with OCLC, III, LC, CONSER, and familiar with metadata standards (e.g., TEI, XML, Dublin Core).

SALARY: This is a tenure-track position appointed at the Senior Assistant rank. Starting salary: \$48,156-\$54,132 for 12 months, commensurate with qualifications and experience; additional salary increments within the Senior Assistant rank are possible up to a maximum of \$90,804 based on meritorious performance; 10-month option available with proportionate salary reduction. Relocation funding may be available.

BENEFITS: Cal Poly Pomona librarians enjoy faculty status and work in a technologically well-supported and professionally stimulating environment. They benefit from numerous services and programs offered through our Faculty Center for Professional Development as well as receiving generous professional development funding. Librarians accrue 16 hours per month of vacation and eight hours per month of sick leave. Our competitive compensation package also includes choices for medical, dental, and optical programs, a variety of other insurance benefits, and an excellent retirement program.

For complete position description and application instructions, visit our Web site at: <http://www.csupomona.edu/~library/html/erlib.html>; or contact us by phone: (909) 869-3090; fax: (909) 869-6922; or email: libofc@csupomona.edu. You may also mail a request to:

**Chair, ER Catalog Librarian Search Committee
University Library Office
Cal Poly Pomona
Pomona, CA 91768**

Position open until filled, with early attention given to applications postmarked by **September 28, 2001**.

Affirmative action, equal opportunity, and title IX employer.

positions; provides vision and direction for the development of reference services and resources; guides technology planning in the department and coordinates with Libraries' overall technology efforts; manages the library instruction program; and maintains effective working relationships with key library units, including Collection Development Services, Access Services, Technical Services, and Library Systems. The successful candidate serves as a member of the Advisory Council to the Dean and also represents the library and the department in university, local, regional, and national forums relating to the position. **Required Qualifications:** MLS or equivalent information science degree from an ALA-accredited program; three years of reference experience in a medium to large academic, public, or research library; demonstrated knowledge of reference theory, reference and instructional management, and the latest trends in reference services; knowledge of collection development; evidence of successful leadership experience; strong oral and written communication skills; demonstrated commitment and ability to work effectively with diverse populations in a collegial environment; demonstrated potential to meet the Libraries' tenure and promotion requirements. Must be eligible to work in the United States. **Preferred Qualifications:** Additional graduate degree,

successful administrative experience. **Salary and Benefits:** \$49,000 to \$55,000, depending upon qualifications and experience. A tenure-track faculty position. Excellent choice of benefits, including TIAA-CREF, Blue Cross/Blue Shield and HMOs. Twenty-two days' annual leave. Application: Deadline for receipt of applications: October 1, 2001. Send letter of application addressing qualifications, resumé, and the names, addresses, and telephone numbers of at least three professional references to: Kathy Downes, Chair, Search Committee, **Wichita State University Libraries**, 1845 Fairmont, Wichita, KS 67260-0068. **Wichita State University is an affirmative action, equal opportunity employer.**

HEAD, INFORMATION SERVICES. Jerome Levy Economics Institute, Bard College, Bard College in Annandale-on-Hudson, New York (90 miles north of New York City in the Hudson Valley), seeks an energetic team-player to direct library of the Levy Institute. This full-time position is responsible for day-to-day management of library collections and information and research services. Duties include: Creating learning and research environment that provides users with ongoing orientation, bibliographic and research instruction, and other outreach services; maintaining institute library Web site, online archives, and databases.

SERIALS LIBRARIAN

Washington University

The Washington University Libraries, Olin Library System, invites applications for the position of Serials Librarian.

RESPONSIBILITIES: Under the direction of the Associate Dean (Access, Bibliographic, and Information Services), the Serials Librarian is responsible for all the operations of the Serials Unit including hiring, training, and evaluating personnel; establishing policies and procedures; communicating with serials vendors; and monitoring the continuations budget of over \$2.5 million. The Serials Unit manages over 7,000 serial subscriptions. The Librarian will work closely with the Associate Dean (Collections and Departmental Libraries), the Acquisitions Librarian, and Subject Specialists and will participate in the management of electronic serial resources and review options for migration from print to electronic access.

QUALIFICATIONS: Required: MLS degree from accredited library school; two years' relevant experience in serials or acquisitions; knowledge of serials and scholarly communications issues; an understanding of the information needs of a research university; demonstrated flexibility and ability to make choices among competing demands; and the ability to work effectively in a collegial manner in a changing environment.

Desired: Supervisory experience; familiarity with automated library systems.

SALARY RANGE: \$33,600-\$40,000.

GENERAL INFORMATION: Washington University, located at the western edge of the City of St. Louis, is a medium-sized, independent university founded in 1853, internationally known for excellence in teaching and research and for the quality of its faculty and student body. Washington University Libraries includes the John M. Olin Library and 12 school and departmental libraries and holds over three million volumes. A major renovation of Olin Library began in June 2001 and is expected to be completed by early 2004. For more information, see the Washington University Web site: <http://www.wustl.edu>, and the Libraries' Web site: <http://library.wustl.edu>.

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

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

Position will remain open until filled. Initial review of applications will begin **October 1, 2001**. Employment eligibility verification required upon hire.

Washington University is an equal opportunity, affirmative action employer.

For more information, see the Levy Library Web site at: www.levy.org/ library. Qualifications: MLS from ALA-accredited institution; second master's in economics, sociology, or other field related to public policy research and planning is highly desirable; two to four years' experience providing collection development and information services in a foundation, corporate, law, or other special library related to economics and public policy planning and research, and/or related experience; familiarity with scholarship and publication activity in economics required; strong research, interpersonal, presentation, and writing skills a must. For more details, see: inside.bard.edu/hr. Send cover letter and résumé to: **Bard College**, Office of Human Resources, Levy Library Search, P.O. Box 5000, Annandale-on-Hudson, NY 12504. Affirmative action, equal opportunity employer.

HEAD, SERIALS SERVICES. (Search Reopened) University of West Florida Library. Reports to Associate Director of University Libraries. Responsibilities include managing all functions of the Serials unit, including acquisitions, cataloging, collection development, collection maintenance, and public services related to both print and electronic serials collections; supervising staff of approximately five paraprofessionals plus student assistants; overseeing all fiscal responsibilities relating to serials; coordinating serials services with other library units; recommending goals, objectives, policy, and budget related to all aspects of serials services; developing plans and reports related to serials; participating in library cataloging activities; serving as the principal library contact with serials vendors; interpreting serials

policies and serving as liaison to patrons, faculty, and staff; and nurturing a service-oriented environment. Qualifications: Required: MLS from an ALA-accredited program; successful management and supervisory experience; knowledge of, or interest in learning, serials cataloging and serials operations; awareness of basic cataloging tools; ability to work effectively and enthusiastically in a service-oriented, computer-intensive environment; a strong commitment to service and teamwork; effective communication and problem-solving skills; and successful experience with library automation. Preferred: Experience in an academic or research library, preferably relating to serials; ability to provide leadership in a continual process of technological advancement; and knowledge of and interest in the creative use of technology in delivering serials services. Salary: \$36,000 minimum, commensurate with experience. Closing Date: October 12, 2001. Benefits: Faculty status (non-tenure earning), 22 days' vacation, 13 days' sick leave, partially paid health insurance, optional retirement systems, no state or local income taxes. Environment: The University of West Florida, one of 10 institutions in the State University System, is located on a 1,000-acre nature preserve adjacent to the city of Pensacola. The library serves over 8,000 students, with a collection of over 600,000 volumes and 3,000 serials subscriptions and numerous electronic databases. Staff includes 16 librarians and 27 support personnel. See our homepage for additional information: <http://library.uwf.edu>. Application Procedure: Send a letter of application, résumé, and names, mail and e-mail addresses, telephone numbers (fax numbers if available) of three references to: Peggy Toriel, Chair, Serials Search Committee, John C.



DEAN, LIBRARY

Arizona State University West

Arizona State University West is seeking candidates for the position of Dean of the Library. We are looking for a visionary institutional leader who exhibits creativity, risk taking, and innovation. The Dean provides leadership for library programs and services, promotes collaborative relationships and effective communication, and actively supports the goals of diversity in a learner-centered university and its community. The Dean reports to the Provost.

RESPONSIBILITIES:

The Dean is responsible for strategic planning; program development, assessment, and evaluation; budget and resource management; personnel, including recruitment, development, and evaluation; development of library services and technology; and collaboration on campus and with the community. The successful candidate will provide leadership in identifying and utilizing leading-edge technologies, information systems, and services.

QUALIFICATIONS REQUIRED:

Qualified candidates must possess:

- ALA-accredited MLS degree;
- A minimum of three years of managerial and senior-level administrative experience in an academic setting, including strategic planning, budget, and personnel matters;
- A record of professional and scholarly activity sufficient for appointment at the rank of librarian;
- Evidence of successful, visionary leadership, and collaborative decision making;
- Evidence of ability to communicate effectively;
- Evidence of an understanding of the evolving role of electronic library technology.

QUALIFICATIONS DESIRED:

Preference will be given to candidates who demonstrate:

- Evidence of community involvement and leadership;
- Understanding of evolving issues in scholarly communication and higher education;
- Knowledge of and experience with change management;
- Experience with collaborative arrangements between and among libraries in multicampus, statewide, or other institutions.
- Experience with program assessment and evaluation.

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Pace Library, University of West Florida, 11000 University Parkway, Pensacola, FL 32514-5750. An equal opportunity/access and affirmative action employer

HUMANITIES LIBRARIAN. California State University, San Marcos. Tenure-track appointment at Senior Assistant Librarian level. Salary range starts at \$48,156. Send application letter, resume, and names of three references to: Marion T. Reid, Dean, Library and Information Services, California State University San Marcos, San Marcos, CA 92096-0001. Review of applications begins September 17, 2001. Full position announcement: http://library.csusm.edu/departments/admin/job_opps.asp.

INFORMATION LITERACY/REFERENCE LIBRARIAN. Colgate University seeks an innovative and dynamic librarian for the position of Information Literacy/Reference Librarian at the Assistant Professor rank. Works with the Information Literacy Team in program development/planning, implementation, teaching, and assessment. Responsibilities also include reference, collection development, and liaison to two or more academic departments in the Social Sciences Division. Required Qualifications: ALA-accredited MLS; strong commitment to student-centered teaching and learning; excellent collaboration skills. Colgate is an affirmative action, equal opportunity employer. Women and minority candidates are especially encouraged to apply. To Apply: Send letter of application, resume, and the names of three references to: Search Committee, Library Administration Office, Colgate University Library, 13 Oak Drive, Hamilton, NY 13346. Review of applications will begin on September 28, 2001, and continue until the position is filled.

INSTRUCTIONAL AND TECHNICAL SERVICES LIBRARIAN. Full-time, tenure-track position at the Walla Walla Campus. Minimum Qualifications: MLS or equivalent degree from an ALA-accredited institution and work experience or training in electronic databases and Internet resources. Open until filled, but first screening of applications

will begin on Monday, September 17, 2001. For information and required application forms, contact: Human Resources Office, Walla Walla Community College, 500 Tausick Way, Walla Walla, WA 99362; phone: (509) 527-4323; fax: (509) 527-4249; Web site: www.walla.walla.cc. Equal opportunity employer.

LIFE SCIENCES LIBRARIAN. New York University Libraries. Description: Librarians serve as partners in the educational mission of NYU by establishing strong relationships with the faculty and students, building appropriate subject collections, and providing responsive and innovative information services. Subject specialist for the life sciences assigned to the Coles Science Reference Center, Bobst Library. Responsibilities include faculty liaison, reference assistance, library instruction, creation and maintenance of Center Web pages, development of graduate and undergraduate student services, and management and selection of resources in all formats in assigned subject areas. Subject responsibilities include biology, neural science, nutrition, and food studies. Library faculty perform administrative duties in support of the unit's mission, participate in library planning and committees, and are expected to be active professionally. Qualifications: ALA-accredited MLS and subject master's degree required for tenure; in-depth knowledge of Internet, Web page development experience; experience with print and electronic library resources and services, electronic retrieval, and other networked resources; demonstrated knowledge of information needs of scientists and understanding of current trends and issues in scientific communication and publishing; excellent oral and written communication skills; strong public service orientation; two years' successful public service experience in an academic or special library preferred, or other relevant experience; familiarity with bibliographic instruction. Graduate work in the life sciences preferred. New York University Libraries: Library facilities at New York University serve the school's 50,000 students and faculty and contain more than four million volumes. New York University is a member of the Research Libraries Group and serves as the adminis-

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Arizona State University West, a vital component of ASU's multicampus structure, serves more than 5,300 undergraduate and graduate students at its modern, growing campus in Phoenix, one of the country's most dynamic multi-cultural and economic environments. ASU West is an urban commuter campus with a focus on learner-centered education. The university is committed to a balance of research and teaching, faculty-student research collaboration, interdisciplinary perspectives, and the development of university-community partnerships. ASU West is dedicated to increasing the diversity of its campus community, and encouraging an environment that offers students knowledge about local, national, and global communities.

The ASU West Library operates within a multicampus environment providing research resources through its collaboration with other ASU libraries. It serves both the academic and surrounding communities. The Library makes extensive use of electronic systems and resources, and has an annual budget exceeding \$1 million for collections and access. Librarians participate actively in developing the curriculum and as members of instructional teams for lower-division learning communities. The Library staff operates in a team environment and receives excellent support for professional activity, service, development, and computing. Visit the Library's Web site for additional information: <http://www.west.asu.edu/library/info/info.html>.

STARTING DATE: January 1, 2002.

APPLICATION DEADLINE: September 17, 2001.

APPLICATION PROCEDURE: Applicants must address how they meet the qualifications listed above in their letter of application. Please send letter of application, curriculum vitae, and five names, mailing and e-mail addresses, and telephone numbers of references to:

Glenn Irvin
Vice Provost for Academic Affairs
Arizona State University West
P.O. Box 37100
Phoenix, AZ 85069-7100
Phone: (602) 543-4501; fax: (602) 543-7012
E-mail: Girvin@ASU.EDU

Arizona State University West is an affirmative action, equal opportunity employer in policy and practice, and actively seeks diversity among applicants and promotes a diverse work force.

trative headquarters of the Research Library Association of South Manhattan, a consortium which includes three academic institutions in Greenwich Village. Salary/Benefits: Faculty status, attractive benefits package including five weeks' annual vacation; salary commensurate with experience and background. To Apply: To ensure consideration, send résumé and letter of application, including the name, address, and telephone number of three references, by September 30, 2001, to: Janet Kozłowski, Library Human Resources Director, **New York University Libraries**, 70 Washington Square South, New York, NY 10012; fax: (212) 895-4070. NYU encourages applications from women and members of minority groups.

REFERENCE LIBRARIAN. The University Library seeks a motivated reference librarian with strong interpersonal skills for a 12-month, tenure-track position. Responsibilities: Participates as an integral member of the reference team, including service at the reference desk, instruction, collection development, and liaison work with assigned academic departments; participates in library faculty and university governance. Some night and weekend work required; some travel to CSU Stanislaus-Stockton off-campus center may be required. Reports to the Dean of Library Services; collegial relationship with other library faculty. To be recommended for promotion and/or tenure, library faculty must demonstrate proficiency in the areas of librarianship; research, scholarship, and/or creative activities; and participation in university affairs. Required Qualifications: ALA-accredited graduate degree; knowledge of a wide range of digital and print reference sources; evidence of commitment to service excellence; evidence of effective interpersonal and communication skills; ability to maintain effective working relationships with colleagues and students in a culturally diverse academic community; ability to be flexible and to adapt to a changing work environment. Preferred Qualifications: Professional reference experience in an academic library; experience in library instruction and Web authorship, advanced degree in subject discipline. Rank and Salary: Senior Assistant Librarian. Salary Range: \$48,156 to \$60,852, depending upon experience and qualifications. Environment:

California State University, Stanislaus, is a liberal arts university with programs in applied and professional studies. Additional information is available at: <http://www.library.csustan.edu/>. Application Procedures: Please submit a letter of application and resume with names, addresses, phone numbers, and e-mail addresses of three references to: Reference Librarian Search Committee, c/o Dean of Library Services, **California State University, Stanislaus**, 801 West Monte Vista Avenue, Turlock, CA, 95382. Applications received by September 30, 2001, will be assured consideration. Equal opportunity employer.

REFERENCE LIBRARIAN. University of Central Florida, Orlando. The University of Central Florida (UCF), one of 10 state universities, is located 13 miles east of downtown Orlando. UCF has an enrollment of 34,000 students and serves a metropolitan population of 1.5 million residents. Near the NASA/Kennedy Space Center, UCF is nationally recognized for its programs in Engineering and Computer Science, Optics and Photonics, and is regularly listed as one of the nation's most "wired" universities. The main library has a collection of over 1.3 million volumes and is a partial depository for government documents and patents. The library materials budget is \$5.6 million. The staff of 108 includes a library faculty of 38. UCF offers an exciting and vibrant academic environment with growing collections, advanced technology, and an expanding campus. For more information, visit our Web site at: <http://library.ucf.edu>. Responsibilities include a full range of reference, library instruction, and collection development duties in a fast-paced environment of print and electronic reference sources and government documents. Some evening/weekend hours required. Qualifications: Required: ALA-accredited MLS. Preferred: Ability to work with faculty to acquire and maintain collections in Sciences, Chemistry, Physics, or Engineering; demonstrated creative approaches to outreach and information literacy; ability to facilitate awareness of the vast array of available services and resources to faculty and students; experience in developing and delivering a range of traditional and innovative library services; experience in preparation of Web-based or print library instruction materials or tutorials; a record of professional library

TWO POSITIONS AVAILABLE

CALIFORNIA STATE UNIVERSITY, HAYWARD (Searches Extended)

California State University, Hayward, is a state-supported institution located in the beautiful San Francisco Bay Area. The Library has a budget of \$3.8 million, a collection of more than 1.7 million items, including over 900,000 volumes, microforms, and media resources, and a 39-member faculty and staff.

REQUIRED QUALIFICATIONS FOR THE TWO POSITIONS: ALA-accredited MLS; ability to work collaboratively; effective oral and written communication skills; strong commitment to public service; and demonstrated commitment to engage in research and/or continued professional development.

Associate University Librarian (Management Position) Position No. 01-030

RESPONSIBILITIES: The Associate University Librarian assists the University Librarian in library operations, facilities planning, assessment activities, and personnel matters, including position reviews, performance appraisals, and recruitment of nonfaculty library employees. He/she also provides leadership of, planning for, and coordination of Technical Services (Acquisitions, Bibliographic Control, and Physical Processing).

QUALIFICATIONS: Required: A strong record (six to eight years of progressively more responsible experience) of leadership and accomplishment in management in an academic library, including a minimum of three to five years' supervisory and administrative responsibilities in Technical Services.

SALARY: Salary is commensurate with qualifications and experience.

Collection Development Coordinator (tenure-track, 12-month) Position No. 01-02 LIBR-COLLECTION-TT

RESPONSIBILITIES: Reporting directly to the University Librarian, the successful candidate manages an approximately \$1.2 million budget to acquire materials in all formats, and coordinates with individual library faculty members who are responsible for selecting library materials for their assigned subject areas. Additional responsibilities include serving as the Library's liaison to one or more academic departments, serving at the reference desk, and teaching a section of the Library's credit-bearing information competence courses on a rotating basis.

QUALIFICATIONS: Required: Six to eight years of progressively responsible experience in collection development in an academic library, with three to five years of library materials budget planning and management.

RANK AND SALARY: Associate Librarian. Minimum salary: \$65,000.

Full description for each position is available at: <http://www.library.csuhayward.edu>.

APPLICATIONS: Send a letter of application summarizing experience in relation to the position qualifications, résumé, and the names, addresses, email addresses, and telephone numbers of three references to:

**Office of the University Librarian
California State University, Hayward
25800 Carlos Bee Boulevard
Hayward, CA 94542
Fax: (510) 885-2049
E-mail: bgianni@csuhayward.edu**

Application review will begin on **October 15, 2001**, and will continue until all positions are filled. All positions are available effective immediately.

Note: Must have work authorization. CSUH is an equal opportunity employer.

activities and/or publications. Finalists will be asked to present a brief library instruction demonstration during the on-campus interview. Salary and Rank: Commensurate with experience and qualifications. Estimated minimums from Instructor to Associate are \$30,000-\$40,000. This is a full-time, non-tenure-track faculty position with generous health insurance benefits and retirement options. Application review begins immediately and continues until position is filled. Submit an application letter, résumé, and names of at least three professional references to: Cynthia Kleby, Personnel Librarian, University of Central Florida Library, P.O. Box 162666, Orlando, FL 32816-2666; fax: (407) 823-2529; e-mail: ckleby@mail.ucf.edu. Searches are conducted

in accordance with the State Of Florida Sunshine Regulations. UCF is an equal opportunity, affirmative action employer.

SCIENCE LIBRARIAN. California State University, San Marcos. Tenure-track appointment at Senior Assistant Librarian level. Salary range starts at \$48,156. Send application letter, résumé, and names of three references to: Marion T. Reid, Dean, Library and Information Services, California State University San Marcos, San Marcos, CA 92096-0001. Review of applications begins September 17, 2001. Full position announcement: http://library.csusm.edu/departments/admin/job_opp.asp.

HEAD, ACQUISITIONS AND GIFTS

George Mason University

The University Libraries of George Mason University seeks to fill the following management-level position:

Head, Acquisitions and Gifts manages centralized acquisitions and donations for the four constituent libraries of the university libraries system, and also coordinates acquisitions control and activities with the University School of Law Library. Researches, proposes, and implements new and improved methods for acquiring, receiving, and paying for research materials in all formats. Provides leadership for an active Gifts program, working closely with the Director of Development and the Head, Special Collections and Archives as well as supervising the Gifts Coordinator. Develops, implements, and documents necessary workflow and quality control processes for attaining operational efficiencies and meeting objectives.

Directly supervises 5.5 FTE. Position reports to the Associate University Librarian for Resources and Collection Management Services (RCMS) Division.

QUALIFICATIONS:

Required:

- ALA-accredited MLS degree or ALA-recognized foreign equivalent.
- Significant experience in acquisitions operations in an academic library environment.
- Experience with MARC formats, OCLC, automated library systems, and spreadsheet software.
- Effective organizational, communication, and interpersonal skills.
- Demonstrated supervisory experience.
- Strong service orientation and commitment to professional growth.
- Collegial, team-focused management philosophy and orientation.

Desired:

- Experience with Voyager Endeavor.
- Familiarity with EDI and embedded order technology.

APPOINTMENT/BENEFITS: 12-month professional appointment. Salary is competitive, commensurate with qualifications. Excellent benefits: health plan options and paid life insurance; several retirement plans, including TIAA-CREF; 24 vacation days and 11 paid holidays; tuition waiver for self.

More information about George Mason University and GMU Libraries is available at: <http://www.gmu.edu>.

APPLICATION:

Review of applications will begin **October 1, 2001**, and continue until position is filled. Send letter of application, résumé, and names, addresses (including e-mail), and phone numbers of three current references to:

Chair, Head of Acquisitions and Gifts Search Committee
Library Administration
MSN 2FL
George Mason University
Fairfax, VA 22030-4444

Equal opportunity, affirmative action employer. Minorities are encouraged to apply.

SCIENCE REFERENCE LIBRARIAN. Copley Library at the University of San Diego (USD) has an opening for a science reference librarian. Under the direction of the Head of Public Services, the successful candidate will provide general academic reference service including some evening and weekend duty. Responsibilities will include teaching library research methods classes and course-integrated bibliographic instruction. Liaison responsibilities will include collection development for the natural and physical sciences. Librarians in Copley Library have faculty appointments and are expected to excel in librarianship, have research programs, and otherwise meet reappointment, promotion, and tenure criteria. A master's degree from an ALA-accredited school or foreign equivalent is required. A second master's degree is required by the sixth year before consideration for tenure. Candidates must have excellent speaking, writing, and teaching skills and familiarity with print and electronic resources and new technologies. New MLS graduates as well as experienced librarians are welcome to apply. Salary range begins at \$44,000 annually. Benefits include health, life insurance, and

retirement plans and tuition remission. USD is a private, independent Roman Catholic university with 6,800 students in the College of Arts and Sciences and schools of nursing, education, business administration, and law. The university's Web site is: www.sandiego.edu. Send letter of application, résumé, and names, addresses, and telephone numbers of three to five professional references to: Steve Stangler, Head of Public Services, Copley Library, University of San Diego, 5988 Alcalá Park, San Diego, CA 92110. Consideration will begin on October 1, 2001. USD is an equal opportunity employer.

SENIOR REFERENCE LIBRARIAN/PUBLIC SERVICES. Analyze and develop the library's reference collection; provide public service, including bibliographic instruction, to library patrons utilizing electronic and print resources; hire, train, and supervise reference staff. Qualifications: Master's degree in Library Science from an ALA-accredited program; education/experience in Anthropological and/or Native Studies is a plus; public service experience in an academic

HEAD OF REFERENCE SERVICES

Central Michigan University

Central Michigan University Libraries seek qualified applicants for the position of Head of Reference Services.

Established in 1892, Central Michigan University has a growing enrollment of 27,015 students, including 18,471 students on the university's main campus. Recently classified by the Carnegie Foundation as a doctoral/research-intensive university, CMU is recognized for strong undergraduate education and a range of focused graduate and research programs. CMU is a student-focused university, with opportunities for leadership and involvement for an energetic team. CMU competes at the Division I-A level in athletics and is located in Mount Pleasant, an expanding mid-Michigan community of approximately 25,000 permanent residents. A recently developed tourist destination point, Mount Pleasant has retained its small-town flavor while embracing a wide variety of special interest groups and outdoor recreation opportunities.

In January 2002, Central Michigan University will open a state-of-the-art, 50-million-dollar expanded and renovated library facility. The new Head of Reference Services will be responsible for leading the Reference Services department into a new era of library and information services. This individual will be responsible for oversight, management, and evaluation of University Library reference services which include a dynamic information literacy program that incorporates library credit courses and other forms of bibliographic instruction, Web-based delivery of information services, as well as traditional face-to-face modes of reference service. The Reference Services department consists of 11 librarians and two full-time support staff, and is supported by major government documents and law collections. The position is a 12-month, administrative professional position.

MINIMUM QUALIFICATIONS: Accredited MLS; understanding of and experience with the delivery of library reference and instructional services; significant experience with the application of digital technologies to library services; minimum of five years' professional-level library experience, some of which involves supervision; excellent written, verbal, and interpersonal skills.

ADDITIONAL DESIRED QUALIFICATIONS: Professional experience in an academic/university library setting; experience in the development and implementation of innovative reference and instructional services; experience with organizational development and policy planning; additional graduate degree.

Submit letter of application addressing qualifications for the position, resume, and names, titles, addresses, and telephone numbers of three references to:

Chairperson, Selection Committee
Park Library 407
Central Michigan University
Mount Pleasant, MI 48859

Position is available immediately. Applications will be accepted until the position is filled. Review of candidates' files will begin on **October 1, 2001**.

Salary commensurate with qualifications, minimum \$55,000. Excellent fringe benefits.

CMU, an affirmative action, equal opportunity institution, is strongly and actively committed to increasing diversity within its community. See: www.cmich.edu/aaeo.html.

research library, supervisory experience, and familiarity with library automation required. We offer a competitive salary, a new enhanced flexible benefits package featuring increased 401(k) funding, and a new generous Performance Reward Program. For immediate consideration, send your resume and salary requirements to: **Mashantucket Pequot Tribal Nation**, Attn: Human Resources, Route 2, P.O. Box 3777, Mashantucket, CT 06339-3777; fax: (860) 312-1599; e-mail: vrizzo@mpfn.org. Visit us on the Web at: www.lcxwoods.com. The Mashantucket Pequot Tribe practices Indian preference in hiring and is an equal opportunity employer. (MPTN Indian Preference Policy, MPTN Equal Employment Opportunity Policy)

SYSTEMS AND TECHNICAL SERVICES LIBRARIAN. Required: Master's in Library or Information Science and one year of academic library experience; experience with integrated library system; knowledge of networked systems, Windows, Internet, emerging technologies, cataloging standards and practices, including AACR2, LC subject headings, MARC, and OCLC; reference service experience. Salary:

\$37,211-\$44,299/year plus fringe benefits. Deadline: September 30, 2001. For required application and further information, see our Web site: www.cocc.edu/hr; or contact: Human Resources Office, **Central Oregon Community College**, Melolius Hall, Room 101, 2600 NW College Way, Bend, OR 97701; phone: (541) 383-7216. If you are hearing/speech impaired, call TDD: (541) 383-7708. Equal opportunity, affirmative action employer.

URBAN ISSUES LIBRARIAN. Purdy/Kresge Library, Wayne State University. Position: Librarian I, II, or III: Employment Security System or tenure-track position. The Urban Issues Librarian is the Purdy/Kresge Library's liaison to the School of Social Work, Institute of Gerontology, and College of Urban Labor and Metropolitan Affairs and is the library's subject specialist in those areas. This librarian also serves as the coordinator of Purdy/Kresge Library's government documents and Foundation Center collections. One of five libraries within the Wayne State University Library Systems, the Purdy/Kresge supports research and upper-level undergraduate and graduate studies in the humanities,



DEAN OF THE GRADUATE SCHOOL OF LIBRARY AND INFORMATION SCIENCE

University of Illinois at Urbana-Champaign

The University of Illinois at Urbana-Champaign invites nominations and applications for the Dean of the Graduate School of Library and Information Science (GSLIS). Candidates should have administrative experience in a university, business, or government setting and evidence of a strong program of scholarly research with credentials necessary to gain full professorial status. The candidate will work with a dynamic, strongly integrated, multidisciplinary faculty comprising 17 tenure-track members and over 30 academic professionals. A commitment to interdisciplinary scholarship, diversity, and to the value of research and professional education in the different areas represented in the faculty is critical. Given the stature of the School, the candidate is expected to take a leadership role in the field, nationally and internationally, in shaping the future of library and information science.

The School offers master's, certificate of advanced study, and doctoral programs, as well as an innovative undergraduate minor in Information Technology Studies and a new LIS K-12 Media Specialist Certification Program. The School's unique LEEP distance education option for the master's degree involves remote students in all aspects of professional education. The School's new Information Systems Research Laboratory (ISRL) provides a state-of-the-art technical environment supporting research for all GSLIS faculty.

To assure full consideration, nominations and applications (including vita and a list of five references) should be sent by **October 1, 2001**, to:

Susan Fowler
Chair, Search Committee for the Dean of the Graduate School of Library and
Information Science
c/o Office of the Provost
University of Illinois
Swanlund Administration Building
601 E. John Street
Champaign, IL 61820

Attention: Kathleen H. Pecknold; phone: (217) 333-4523; fax: (217) 244-5639.

The appointment will begin summer 2002. Additional information about the Graduate School of Library and Information Science may be found on the Web at: <http://www.lis.uiuc.edu>.

The University of Illinois is an affirmative action, equal opportunity employer.

social sciences, and business. Responsibilities: Develop, manage, and promote the use of electronic and print collections related to liaison assignments with the School of Social Work, Institute of Gerontology, and College of Urban Labor and Metropolitan Affairs (with particular emphasis within that college on the Department of Geography and Urban Planning and the Center for Peace and Conflict Studies); instruct upper-level undergraduate and graduate students in those programs in library use and information literacy skills; coordinate the Purdy/Kresge Library's outreach to community organizations within Southeastern Michigan; serve as the Collection Coordinator for the Foundation Center Collection, offering workshops on grant seeking and research to both university and community members; coordinate the government documents collection (the Purdy/Kresge Library is a partial depository library within the Federal Depository Library Program and a United Nations Depository Library); develop collections of Geographic Information Systems data sets within the WSU Library System and promote their use; provide instructional and reference assistance to Purdy/Kresge Library patrons. Qualifications: MLS from an ALA-accredited institution; experience developing collections, selecting electronic resources, and providing reference services in an academic or large public library; ability to deliver lectures, small-group learning experiences, and one-to-one teaching/learning experiences that are appropriate to the learner; excellent organizational, interpersonal, oral and/or written communication skills; willingness and ability to work rotational evenings and weekends. Degree in the social sciences preferred. Experience with government documents collections preferred. Salary, Rank, and Benefits: Commensurate with education and experience. Wayne State offers dental and health plan options. T/AA-CREF or

Fidelity, tuition assistance for employees and family members, relocation assistance, and liberal vacation. The Campus and Purdy/Kresge Library. **Wayne State University** is a Carnegie Research University I and is one of the nation's leading urban research universities. There are approximately 18,000 undergraduates and nearly 13,000 graduates enrolled in university classes. The university's campus is attractive and conveniently located in Detroit's Cultural Center. The Purdy/Kresge Library is the primary research library for the social sciences, humanities, arts, education, and business disciplines at WSU. The library provides access to books, periodicals, government documents and numerous electronic resources. Purdy/Kresge supports the research and instructional needs of faculty, graduate students, and upper-level undergraduate students in these disciplines, as well as the information needs of the greater Detroit community. Please mail or send by fax a letter of interest and resumé to: Posting #1392, Sharon Almerani, Office of the Dean, University Library, 3100 Undergraduate Library, Detroit, MI 48202; fax (313) 577-5525. Applications accepted until position is filled. Web site: www.hr.wayne.edu/employment/POSTINGS00011392.htm.

WEST EUROPEAN HISTORY BIBLIOGRAPHER. Columbia University Libraries invites applications and nominations for the position of West European History Bibliographer. The Bibliographer is responsible for development of a strong research collection of materials in all formats for the following subjects: Classics, Medieval and Byzantine History, Modern Western European History, excluding Britain, Spain, and Portugal; Western Philosophy and Religion, including Comparative Religion; Germanic Languages and Literatures; and Modern Greek

TWO POSITIONS AVAILABLE

EMORY UNIVERSITY

The General Libraries of Emory University invites nominations and applications for the positions of Research Services Team Leader and Special Collections Cataloger.

Research Services Team Leader

The successful candidate will provide leadership to meet the reference, research, and consultation needs of faculty and students and incorporate new approaches and technologies to existing and future services while preserving our tradition of quality personal service to our users. In pursuit of a total library service program, the Team Leader will develop collaborative relationships with leaders of other service teams in the General Libraries (including the Goizueta Business Library, Special Collections, and Circulation) and other Emory libraries, as well as with the Information Technology Division's Academic Technology Group. In addition, the Team Leader will manage the services of the Information Commons with the Desktop Support Team in the Library Systems Division. Important areas of emphasis are customer focus and process improvement efforts. The Team Leader will coordinate a team of librarians and general staff, all of whom have assignments on multiple teams and will serve as one of the four team leaders on the User Services Division Coordinating Group. The individual will actively represent the library in public and professional activities.

QUALIFICATIONS:

MLS from an ALA-accredited institution required and a relevant additional advanced degree preferred, or Ph.D.; three or more years' experience in research services in an academic or research library; demonstrated leadership ability sufficient to lead a large, diverse staff; demonstrated ability to articulate goals and vision, along with strong analytical, oral, and written communication skills; demonstrated customer-service skills; ability to apply technology to enhance effectiveness. Preferred: Experience developing and assessing service programs, and confidence and ability to manage change; record of involvement in professional associations.

Special Collections Cataloger

The successful candidate will be responsible for all cataloging of rare books, printed materials, and other nonarchival materials in all formats (books, maps, broadsides, serials, pamphlets, recordings) in special collections, including development and oversight of policies, procedures, and special projects, and for developing rare book collections in designated areas. The individual will develop special collections cataloging procedures and policies in coordination with the library's cataloging teams and serve as representative from special collections on groups managing policies and

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Literature. The Bibliographer also provides information services within Butler Library, Columbia University's main history and humanities library. The position reports to the Director, Humanities and History. The Bibliographer selects books and serials in the above fields for the Butler Library stack collections and participates in the selection of electronic and microform materials in those fields for the University Libraries. The Bibliographer serves as the Libraries' liaison to the academic departments related to the subject areas above and works closely with faculty and graduate students. Liaison work includes assisting faculty and students in the use of library resources and assuring that the collections are developed in a manner consistent with the development of the research and teaching needs of the University community. Participating actively in the preservation of these collections, assisting in selection of materials for location at the Libraries' offsite storage facilities, and working with other units of the Libraries in processing and providing access to these materials are also expected. Over the next three years, the Bibliographer will play a key role in the creation and ongoing development of several Research Reading Rooms supporting

researchers in selected humanities and history areas. Working closely with the Butler Reference Department serving Columbia's students, faculty, and other researchers in the humanities skills, both in working with colleagues and in library and/or academic instruction. Accredited MLS or equivalent experience and advanced degree in a relevant subject area (Ph.D. preferred) are required. Salary Ranges: Librarian I: \$40,600-\$50,750; Librarian II: \$42,600-\$57,510; Librarian III: \$45,600-\$68,400. Excellent benefits include assistance with university housing and tuition exemption for self and family. Send letter of application, resume, and the names, addresses, and phone numbers of three references to: Cheryl Weekes, Human Resources Office, Box 18 Butler Library, Columbia University, 535 W. 114th Street, New York, NY 10027. Cover letter must specify Job UL#70101023. Please include e-mail address in cover letter. This position is available immediately and applications will be accepted until the position is filled. However, applications submitted before October 1, 2001, will receive priority consideration. Columbia University is an equal opportunity, affirmative action employer. Minorities and women are encouraged to apply.

Receive a 10% discount off the cost of all classified ads sent via e-mail: c&rlnewsads@ala.org

College & Research

news

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procedures for the online system as well as relevant cataloging and automation issues. The special collections cataloger will supervise and coordinate preservation activities for the print collections, and train and supervise staff assigned to cataloging support and materials preparation. In addition, the cataloger will provide assistance in reference services, outreach and exhibitions, and special projects and represent the library in professional arenas relating to rare book cataloging and management.

QUALIFICATIONS:

MLS from an ALA-accredited institution with two to five years' experience in rare-book cataloging in a special collections setting; familiarity with DCRB. Knowledge of AACR2, LCSH, LC classification, USMARC, and familiarity with OCLC and RLIN; reading knowledge of western European languages (Latin and French preferred). Requires flexibility, strong interpersonal skills, and demonstrated ability to work in a collegial fashion with staff, faculty, researchers, and donors. Preferred: Background in English literature, history, or related humanities area.

SALARY AND BENEFITS:

Salary considerations for both positions begin in the \$40s; salary and rank dependent upon qualifications and experience. Emory University offers a comprehensive benefits package, including tuition benefits. Several retirement plan options are available, including TIAA-CREF. Attractive moving allowance provided.

APPLICATION:

Send letter of application, résumé, and the names, addresses, and telephone numbers of three references to:

Dianne M. Smith
Library Human Resources Officer
Robert W. Woodruff Library
Emory University
Atlanta, GA 30322-2870

Applications may be faxed to: (404) 727-0805. Application review begins **September 10, 2001**.

To learn more about the Emory Libraries, please use our Web site at:
<http://www.emory.edu/LIBRARIES/>.

*Emory University is an equal opportunity, affirmative action employer
and encourages women and minority candidates.*

Late Job Listings

ELECTRONIC INFORMATION SERVICES LIBRARIAN. The Miami University Libraries, Oxford, Ohio, are looking for an Electronic Information Services Librarian with familiarity and knowledge of advancing technologies; ability to work collegially in a team environment; self-motivated, energetic, service-oriented; possessing a knowledge of and interest in academic libraries; and the ability to establish and maintain good working relationships with faculty, students, and other library users, as well as library staff. We encourage energetic, dynamic, creative librarians with a background in electronic resources, Web development, instruction, and public services to apply for this Electronic Information Services Librarian position. For a full position description, consult: <http://www.lib.muohio.edu/libinfo/employ/>. Submit letter of application, résumé, and the names, telephone numbers, and addresses of three professional references to: Judith A. Sessions, Dean and University Librarian, 221 King Library, **Miami University**, Oxford, OH 45056. Screening of applications will begin immediately and continue until the position is filled. Miami University is an equal opportunity, affirmative action employer.

ELECTRONIC RESOURCES LIBRARIAN. The Eugene McDermott Library at The University of Texas at Dallas is accepting applications for an Electronic Resources Librarian. Responsibilities include reviewing license terms, maintaining an online file of license agreements, monitoring the update of changing holdings, updating and maintaining links to electronic materials, collecting and organizing usage data, as well as planning and implementing electronic



UNIVERSITY LIBRARIAN

The University of North Carolina at Charlotte

The University of North Carolina (UNC) at Charlotte invites nominations and applications for the position of University Librarian. The University Librarian reports to the Provost and Vice Chancellor for Academic Affairs and is the chief administrative officer and spokesperson of the J. Murrey Atkins Library. The University Librarian administers a team composed of 3 Associate University Librarians, 3 Assistant University Librarians, 25 librarians (all with faculty status), and 70 staff. The Library has an annual budget of approximately \$7,000,000, holds over 750,000 volumes, maintains approximately 5,000 periodical subscriptions, and provides access to extensive electronic resources, including more than 11,500 journals and periodicals and 98 databases. The J. Murrey Atkins Library occupies a newly renovated and expanded building of 285,400 square feet featuring 1,800 seats for reading and study, over 200 public computers, and 1,200 data connections. The Library is also a member of the Association of Southeastern Research Libraries.

UNC Charlotte is part of the 16-campus University of North Carolina system. It is the only doctoral-granting university in the Charlotte region, an exciting, dynamic, and rapidly growing urban region of 1.8 million people. The University recently received designation by the UNC Board of Governors as doctoral/research-intensive. Enrollment will grow from 17,000 to 25,000 over the next decade, and the Library is perceived as an integral aspect of the University's continuing development as a research center. UNC Charlotte's seven colleges (Arts and Sciences, Architecture, Business Administration, Education, Engineering, Information Technology, and Nursing and Health Professions) offer a rapidly expanding array of master's and doctoral degree programs, and its centers and institutes provide excellent facilities and relationships that stimulate research and collaboration with business, education, and industry.

Candidates for this position must have a master's degree in Library or Information Sciences from an ALA-accredited program (with an additional advanced degree preferred) and a record of achievement that is appropriate for appointment as a tenured, full professor. Candidates must also demonstrate successful administrative experience in a university library, a thorough understanding of the use of technology in a library setting, a service orientation, and a collegial leadership style. The University seeks a creative and dynamic leader with excellent interpersonal skills, one who can articulate a vision for the future of information resources and their delivery; work effectively with faculty, administrators, and students to create the means for accessing, selecting, and organizing information; and work with library faculty and staff in developing and delivering programs and services.

Nominations and applications, including a letter of interest that addresses the qualifications and commitments being sought; a curriculum vitae; and a list of four professional references with addresses and phone numbers should be sent to:

Lee E. Gray
Chair, University Librarian Search Committee
Office of Academic Affairs
Reese Building
The University of North Carolina at Charlotte
9201 University City Boulevard
Charlotte, NC 28223-0001

The screening of applicants will begin **October 1, 2001**, and continue until the position is filled.

<http://www.uncc.edu>

UNC Charlotte is an affirmative action, equal opportunity employer.

initiatives in support of distance education. The position requires a master's degree from an ALA-accredited institution. Proven experience with electronic resources, problem-solving skills for initiating strategic plans and executing projects, and a working knowledge of Windows-compatible hardware, software operating systems, MS Access, HTML, and XML. Minimum Salary: \$35,000. 12-month administrative/professional appointment. Benefits include medical, dental, and life insurance, a variety of optional retirement programs, and holiday, vacation, and sick leave. Applications will be accepted until position is filled. Please send a letter of application, a résumé, and three professional references to: Search #8102, **The University of Texas at**

REFERENCE/SCIENCE LIBRARIAN

University of Nebraska

University of Nebraska at Omaha University Library seeks an energetic and highly motivated team member to join in the provision of reference and library instruction. The successful candidate will have a background or experience in one or more of the pure or applied sciences and be knowledgeable of, or experienced in, the licensing of electronic resources. The University and department have a strong commitment to achieving diversity among faculty and staff. We are particularly interested in receiving applications from members of underrepresented groups and strongly encourage women and persons of color to apply.

QUALIFICATIONS: ALA-accredited MLS; experience in providing a wide range of reference services; demonstrated ability to establish goals, set reasonable time frames for accomplishing tasks, and effectively meet deadlines; excellent organizational, planning, interpersonal, communication, and written skills; strong public speaking and presentation skills. Desired: Knowledge of licensing issues related to electronic resources, particularly e-journals; experience in an academic or research library including library instruction; conversant with information literacy standards for higher education; subject master's degree in addition to the MLS, preferably in one or more of the pure or applied sciences.

SALARY/BENEFITS: Salary is \$40,000+ for a 12-month appointment, tenure track, TIAA-CREF, 24 days' vacation, flexible benefits package.

Review of applications will begin on **September 21, 2001**, and continue until a candidate is selected. A letter of application, résumé, and the names, addresses, and emails of three references should be sent to:

Jan Boyer
University Library
University of Nebraska at Omaha
Omaha, NE 68182-0237
E-mail: jboyer@mail.unomaha.edu
Fax: (402) 554-3215

For additional information about the university library and a complete copy of the job description, please visit: <http://library.unomaha.edu>.

Dallas, P.O. Box 830688, M/S AD 23, Richardson, TX 75083-0688. Applicants are requested, but not required, to indicate sex and ethnicity for affirmative action statistical purposes. Review of application materials will begin immediately and continue until the position is filled. The University of Texas at Dallas is an equal opportunity, affirmative action university and encourages applications from women and other minorities.

HEAD OF BIBLIOGRAPHIC ACCESS. The Head of Bibliographic Access provides leadership and technical expertise for bibliographic access services and initiatives for the Center for Research Libraries, a not-for-profit corporation serving the research universities and libraries of North America, located adjacent to the University of Chicago. Responsibilities include supervising a staff of eight, including five librarians, and project staff as appropriate. Working closely with other department heads, the Head of Bibliographic Access will coordinate the development and implementation of distributed approaches to creating access to materials at the Center, including digital materials. The Head will manage multiple projects in order to increase access to unprocessed materials, balancing appropriate standards with production requirements. The Head will monitor emerging standards and options for access created by new technologies and will work closely with staff throughout the Center to provide a fresh approach to bibliographic access issues for the Center's print and digital collections. The Head will report to the Vice President and Director of Programs and Services and will represent the Center locally, nationally, and internationally. Qualifications: Degree from a program accredited by the American Library Association; experience in applying current cataloging practices and standards and knowledge of emerging standards; demonstrated experience in managing cataloging operations, in using automated processes to improve operations, and in implementing varying approaches to providing bibliographic access; successful experience in supervising, particularly



HEAD OF MUSIC LIBRARY UNIVERSITY OF MICHIGAN

The University Library is looking for a creative, knowledgeable Music Librarian to lead its Music Library program. One of 19 libraries in the UM University Library, the Music Library has in excess of 135,000 volumes, 80,000 scores, 30,000 recordings, videos, and special collections. The Head of the Music Library is responsible for the administration of the library, its staff, the development and organization of its collections, services to its clientele, and all library programs and operations that promote and support teaching and research in the School of

Music. The Head of the Music Library works closely with other arts librarians and colleagues throughout the University.

The University of Michigan is a major research university with a combined student population of almost 40,000. The School of Music, one of the oldest and largest in the country, has approximately 130 faculty and over 1,000 students from all 50 states and almost two dozen countries. The school prepares students for careers in performance, composition, and teaching at all levels and offers bachelor's, master's, and doctoral degrees in practically all fields of music, dance, theatre, and musical theatre.

QUALIFICATIONS:

Required: ALA-accredited master's degree; advanced degree in music (musicology, theory, performance, or education); minimum three years' experience in an academic music library; supervisory experience; demonstrated commitment to public service; collection development and management experience with music materials; demonstrated commitment to using digital technologies to advance music research and learning; online reference experience; record of scholarly activity; excellent oral and written communication skills; strong interpersonal skills and the ability to work effectively as part of a team working with culturally diverse faculty, students, and staff.

Desired: Ph.D. in Music; demonstrated ability to plan and implement new services; experience with instructional technologies and digital media; bibliographic knowledge of European languages; teaching experience.

RANK AND APPOINTMENT: Rank is anticipated at the Senior Associate or full Librarian level commensurate with the candidate's experience and professional achievement. As a professional appointment in the University of Michigan, University Library, this position offers full benefits and opportunities for professional development and travel, and participates fully in faculty governance.

TO APPLY: Send cover letter, curriculum vita, and references to:

**Lucy Cohen
Library Human Resources
404 Hatcher Graduate Library North
University of Michigan
Ann Arbor, MI 48109-1205**

For further information, please contact: (734) 764-2546, 8:00am-5:00pm Eastern Time; or access: <http://www.lib.umich.edu/libhome/humres/vac-music.htm>.

APPLICATION DEADLINE: Applications accepted until the position is filled.

The University of Michigan is a nondiscriminatory, affirmative action employer.

in involving staff in planning and establishing goals and implementing measures to continuously improve work processes; strong interpersonal skills; ability to articulate bibliographic access issues to Center staff, funding agencies, and members; good judgment, flexibility, and excellent oral and written communication skills. Desirable: Experience with Innovative Interfaces; experience with database design, development, and maintenance, especially with Access or SQL; working knowledge of several languages. Salary: Salary commensurate with qualifications and experience (no less than \$50,700). The Center offers an excellent benefits package. Information: For further information about this position, contact Melissa Trevvett, Vice President and Director of Programs and Services, at: (773) 955-4545, ext. 316. To Apply: E-mail your resume to the Human Resources Department at: hr@crlmail.uchicago.edu; fax to: (773) 955-4339; or mail

THREE POSITIONS AVAILABLE

Auburn University Montgomery

Auburn University Montgomery (AUM) seeks applications for the following positions:

Bibliographic Instruction Librarian

AUM seeks an enthusiastic, energetic individual to coordinate the library's bibliographic instruction program. Responsibilities include teaching classes on the use of library resources, evaluating courses offered, developing new courses, and coordinating instructional activities by the librarians. Duties also include assisting in the provision of reference service. Some night and weekend work is required.

REQUIRED QUALIFICATIONS:

MLS/MLIS from an ALA-accredited program; minimum of six months' experience in reference service or library instructional program; knowledge of traditional and electronic reference sources. Desired: Experience in developing library instruction materials and Web-based tutorials. This is an entry-level, tenure-track faculty position.

SALARY: \$32,000 plus standard benefits.

Systems Librarian

This is a tenure-track faculty position, reporting to the dean of the library. The successful candidate will be responsible for online systems administration and maintenance, coordinating activities with the automation staff of the Auburn Library. The candidate will work with university automation staff to plan for and facilitate electronic access to library holdings. The library operates Voyager 2000.1.3, and the systems librarian will be responsible for troubleshooting all modules and training library staff in the use of the system.

REQUIRED QUALIFICATIONS:

MLS/MLIS from an ALA-accredited program; one year of library experience, with a working knowledge of integrated library systems (Voyager preferred); experience with LANs and Network operating systems (NT, Unix), SQL-based report writers, HTML and Web programming; familiarity with Web-based interfaces and tools; knowledge of programming languages such as CGI scripts, Java or Java scripts, Perl, or C++. Good organizational, along with oral and written communication, skills are necessary.

SALARY: \$39,000 with standard benefits.

Access Services Librarian

This is a tenure-track faculty position, reporting to the Dean of the Library. The successful candidate will be responsible for the development of policies affecting, and the supervision of, circulation, reserves, and stack maintenance. The position also shares in the provision of reference services (including nights and weekends) and in bibliographic instruction.

REQUIRED QUALIFICATIONS:

MLS/MLIS from an ALA-accredited program; one year of library experience; familiarity with integrated library systems (preferably Voyager); management and supervisory skills; and the ability to communicate effectively with faculty, staff, and students.

SALARY: \$32,000, with standard benefits.

PROMOTION AND TENURE:

Research and publication is required for promotion and tenure for all positions.

TO APPLY:

Review of applications will begin October 22, 2001, and continue until the positions are filled. Send a cover letter, résumé, copies of transcripts, and a list of three to five references by **October 22, 2001**, to:

**Chair, (Position Title) Search Committee
Auburn University Montgomery Library
P. O. Box 244023
Montgomery, AL 36124-4023**

Auburn University at Montgomery is an affirmative action, equal opportunity employer.

Women and minorities are encouraged to apply.

The successful candidate must provide proof of eligibility to work in the United States.

ART AND DESIGN LIBRARIAN

University of Connecticut (Search #02A61)

Under the general direction of the Head of the Research and Information Services Area at the University of Connecticut Libraries, the incumbent is responsible for the Art and Design collections housed within the University's main library. The incumbent serves as the University Libraries' liaison to the Art and Art History Department and the William Benton Museum of Art, and as the Libraries' expert in visual imagery. As a member of an Area Team, the incumbent actively participates in developing research and information programs for the University community. Regular evening and weekend hours may be required. The complete job description is available at: <http://www.lib.uconn.edu/jobopps/>.

QUALIFICATIONS INCLUDE: ALA-accredited MLS; academic background in the field of art; strong motivation and enthusiasm for academic library reference work; experience with computer applications in libraries; the ability to work with diverse users and staff; excellent oral and written communication skills; and excellent instructional skills. **Desired Qualifications:** Advanced degree in art; success in academic liaison work; significant contributions to the profession; knowledge of one or more foreign languages(s); collection development experience; and supervisory experience.

SALARY AND BENEFITS: Anticipated hiring range: \$38,000–64,335. University benefits include 22 paid vacation days/year, 12 paid State holidays, excellent health and retirement plans, and tuition waivers.

The University of Connecticut, established in 1881, is a Carnegie Research I University. It was recently cited as one of the top 20 public universities in the nation and is engaged in UConn 2000, an ambitious 10-year, \$1 billion campus building project. The main campus, situated in Storrs on 3,100 acres of woodlands and rolling hills, is located approximately 30 miles from Hartford, the state capital, and midway between Boston and New York City. There are approximately 21,750 students systemwide. A member of the Association of Research Libraries, the Libraries are technologically advanced and recognized as an exciting center of intellectual life on campus. The Libraries are organized in team-based structures and are engaged in ongoing strategic programs. A dynamic organization, the Libraries offer creative, service-oriented individuals an exceptional opportunity for personal growth and learning.

TO APPLY: Applications will be accepted until the position is filled. Send letter of application, résumé, and names, addresses, and phone numbers of three references to:

**Deborah Stansbury Sunday
Administrative Librarian
University of Connecticut Libraries
Box U-1005A
369 Fairfield Road
Storrs, CT 06269-1005**

*The University of Connecticut has a strong commitment to diversity.
We actively encourage minorities and people with disabilities to apply.*

to: **Center for Research Libraries**, Attn. Human Resources Department, 6050 S. Kenwood, Chicago, IL 60637-2804. Deadline: Applications accepted until Friday, October 19, 2001.

MINORITY RESIDENT LIBRARIAN. The Miami University Libraries, Oxford, Ohio, are looking for self-motivated, energetic, service-oriented candidates for the Minority Resident Librarian Program to serve a one-year postgraduate appointment (renewable for second year) in the University Libraries system. The Libraries are committed to introducing and orienting the recent minority graduate to the complexities of academic librarianship in an organization whose goal is to remain close to the cutting edge of technology. For a full position description, consult: <http://www.lib.muohio.edu/libinfo/employ/>. Submit letter of application, résumé, and the names, telephone numbers, and addresses of three professional references to: Judith A. Sessions, Dean and University Librarian, 221 King Library, **Miami University**, Oxford, OH 45056. Screening of applications will begin immediately and continue until the position is filled. Miami University is an equal opportunity, affirmative action employer.



ASSISTANT HEAD OF MUSIC LIBRARY
Assistant/Associate Librarian
University of California, Berkeley

Oversees public services in the Music Library and assists the Head in overall management of the unit. Provides reference service, gives bibliographic instruction, and maintains the Music Library Web site. Participates in collection development with primary responsibility for sound and video recordings. Serves as curator of the Music Library's extensive manuscript and archival collections. Supervises a curatorial assistant and the circulation supervisor.

UCB librarians are expected to participate in librarywide planning and governance, to be able to work comfortably in a shared decision-making environment, and to be active professionally.

QUALIFICATIONS: MLIS from an ALA-accredited institution or equivalent degree; extensive knowledge of the history and literature of Western music; familiarity with relevant information sources; well-developed computer and online searching skills and aptitude for teaching and training; working knowledge of German and preferably other European languages. Advanced degree in music desirable, as is familiarity with music cataloging and archival practice.

The successful candidate must have excellent analytical, organizational, and communication skills, a strong commitment to excellence in service, and the ability to work independently as well as collaboratively in a complex, changing environment.

SALARY: \$37,728-\$59,832

For complete job description and requirements, visit: <http://www.lib.berkeley.edu/LHRD/librec.html>.

DEADLINE: October 1, 2001.

TO APPLY: Send cover letter, resume, and names and contact information of three professional references to:

Brenda Krell
Library Human Resources Department
447 Doe Library
University of California
Berkeley, CA 94720-6000
Fax: (510) 642-8675
E-mail: librec@library.berkeley.edu

The University of California is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN. Providence College's Phillips Memorial Library seeks a creative and energetic colleague who is committed to the highest level of reference service. This faculty, tenure-track position includes the following duties: Reference desk coverage, instruction, liaison work with academic departments, Web site development, and other relevant duties. Qualifications: ALA-accredited master's degree; knowledge and experience using and searching a wide range of print and electronic information resources; a strong commitment to the profession and its service ethic; ability to use appropriate technologies; experience with Web site design and implementation; and a commitment to the mission of the college. Review of applications will begin on October 1, 2001, and continue until the position is filled. The position is available January 1, 2002. Please send a letter of application, resume, and the names, addresses, and phone numbers of three professional references to: Martha Rice Sanders, Chair, Reference Librarian Search Committee, Phillips Memorial Library, **Providence College**, Providence, RI 02918-0001. Providence College is a Roman Catholic, four-year, liberal arts college, conducted under the auspices of the Dominican Friars and is an affirmative action, equal opportunity employer. Providence College especially encourages the application of women and minorities.

REFERENCE LIBRARIAN FOR HEALTH SCIENCES. Provide reference assistance, curriculum-based BI, collection development, produce instructional materials and guides, participate in information literacy program and other projects/duties as needed. Required:

DESCRIPTION:

The University of Alabama Libraries is seeking a dynamic, experienced librarian with a user-centered vision of 21st century information services to provide leadership for the Humanities, Social Sciences, and Government Information Services Department located in the Amelia Gayle Gorgas Library. Incorporated in this department are the Information Center and Government Documents unit staffed by seven librarians, five classified staff, and 30 student assistants. Reference librarians, including the Head of the department, are engaged in collection development, bibliographic instruction, and an expanding array of electronic information services. The Head of the Information Services Department reports to the Associate Dean of Libraries for Collections and Information Services.

RESPONSIBILITIES:

Provide clear vision and strong leadership for the Information Services Department to meet the information needs of library users; work with department members to build a strong identity for the Information Services department that emphasizes user services and teamwork; effectively manage, administer, and supervise daily operation of the department; be an advocate for library users and the department within the Libraries and throughout the University; facilitate effective working relationships between and among library and campus departments to ensure quality library services and programs to users both on and off campus; actively participate in the overall management of the Libraries and in statewide and national groups as appropriate.

QUALIFICATIONS:

Required: ALA-accredited MLS; minimum five years' post-MLS progressively responsible information service experience; successful supervisory experience with commitment to mentoring, training and staff development; demonstrated service orientation and strong interpersonal, written and oral communication skills; ability to work collaboratively with diverse populations; well-developed management, team-building, and decision-making skills along with initiative, flexibility, and the ability to facilitate change; experience working in a technologically complex environment and knowledge of scholarly communication patterns and other issues facing libraries; evidence of ability to meet University requirements for tenure and promotion.

Preferred: Academic library experience; knowledge of humanities and/or social sciences; experience with government documents, collection development, and/or bibliographic instruction; second master's degree.

The University Libraries maintains membership in the Association of Research Libraries, the Center for Research Libraries, the Coalition for Networked Information, SOLINET, and the Network of Alabama Academic Libraries. A U.S. Government documents regional depository, the Libraries serves Alabama libraries and the public. The Libraries employs the Voyager Integrated Library System and is an active participant in the Alabama Virtual Library. The Libraries' homepage may be accessed at: <http://www.lib.ua.edu>.

SALARY/BENEFITS:

12-month, tenure-track appointment. Rank and salary commensurate with qualifications and experience. Strong benefits including professional development support and tuition fee waiver; substantial moving allowance may be available.

TO APPLY:

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

**Voni B. Wyatt
Personnel Officer
University of Alabama Libraries
Box 870266
Tuscaloosa, AL 35487-0266**

To ensure full consideration applications should be received by **September 30, 2001**.

The University of Alabama is an equal opportunity, affirmative action employer.

SOCIAL SCIENCES/ RESOURCE SERVICES LIBRARIAN

Skidmore College

Skidmore College seeks an energetic and innovative reference/resource services librarian to develop and deliver a range of traditional and innovative library services that facilitate the research and teaching needs of the faculty and students in the Anthropology, Sociology, Social Work, and Exercise Science departments. Responsibilities: Cultivating strong relationships with faculty and students; selecting resources for the collection; offering course-related instruction at all levels; and collaborating with other Library staff to develop and maintain Web-based research tools. In addition, actively collaborating with faculty across departments to design, implement, and continuously improve library services, resources, and operations, based on knowledge of emerging trends in libraries, higher education, distributed learning, and technology. Must be able to work a flexible schedule, including evenings and weekends in rotation with other staff.

REQUIRED: ALA-accredited MLS; a background in Social Sciences; experience with Web-based reference sources, services, and research; strong teaching skills and an interest in promoting student research competencies through the use of information technology; demonstrated skill in assisting users in locating, evaluating, and utilizing information; ability to contribute effectively to learner-centered library initiatives and the development of resources, services, and tools for the library's Web site; capacity for working flexibly and creatively in a rapidly changing environment; demonstrated proficiency with library technology; basic knowledge of HTML and familiarity with Web authoring tools; and demonstrated interest in professional activities, including participation in local, state, and national professional organizations.

DESIRABLE: Experience with GIS and SPSS; reference experience; collection development experience; knowledge of exercise science resources and an understanding of the issues related to distance learners.

Expanded and renovated in 1995, Skidmore College's Lucy Scribner Library is a state-of-the-art facility with a recently installed Endeavor integrated library system. The library, with a book collection of approximately 400,000 volumes and the most utilized computer cluster on campus, is dedicated to serving the information needs of the college's student and faculty population.

The position is an 11-month faculty appointment for two years with a probable renewal.

TO APPLY: Please send a letter and vita, along with the names, addresses, and phone numbers of at least three professional references to:

**Ruth Copans, College Librarian
Lucy Scribner Library
Skidmore College
Saratoga Springs, NY 12866
E-mail: rcopans@skidmore.edu**

Review of applications will begin **September 1, 2001**, and will continue until the position is filled.

ALA-accredited MLS, three to five years post-MLS reference experience and instructional experience, strong service orientation. Thirty additional graduate credits or second master's, preferably in health sciences. Position is a tenure-track faculty appointment at the Instructor or Assistant Professor rank. Excellent benefits including 44 days' leave, calendar recesses, release-time; 10-month contract. Send letter of interest, indicating position desired, and curriculum vitae to: Terri Campo, **Long Island University**, 1 University Plaza, Brooklyn, NY 11201-8423. Long Island University is the eighth largest private university in the United States. It is recognized for strength in the liberal arts and sciences, health sciences, and library and information science, including a Ph.D. program in the latter. The Brooklyn Campus is located within easy access of Manhattan. It enrolls more than 10,000 students pursuing undergraduate and graduate degrees in the various colleges: Arts and Science, Pharmacy and Health Sciences, Education, Health Professions, Nursing, Business and Public Administration. The library, with a staff of 42, including 21 librarians, houses 250,000 volumes, 2,400 periodical subscriptions, and a collection of 24,000 AV resources. It provides 55 bibliographic databases for end-user searching. LIU is an equal opportunity, affirmative action employer.

THREE POSITIONS AVAILABLE



The Delmar T. Oviatt Library seeks service-oriented, creative, and enthusiastic librarians to fill three tenure-track faculty positions. For complete details about the following positions, go to: <http://library.csun.edu/libjobs.html>.

Collection Development Coordinator (Associate Librarian Rank)

Leads all activities related to building the collection of our outstanding, comprehensive university library. Coordinates the collection development responsibilities of the 23 subject bibliographers, manages electronic resources licensing, coordinates purchases of electronic materials made via systemwide consortia agreements, prepares annual library materials budget allocations (\$1.996 million in FY 2000–2001), closely monitors budget to ensure appropriate and balanced spending, and acts as Library materials budget liaison to the campus community. Directly supervises one secretary. Also includes a small assignment in Reference and Instructional Services. Strategic thinking, team building, budget management, faculty outreach, working with donors, and managing electronic resources are all part of this exciting position. Effective Date of Appointment: February 1, 2002 (a 12-month, tenure-track position). Salary: Minimum of \$55,380. Application Deadline: Screening to begin **September 15, 2001**, but preference will be given to applications received by October 15, 2001.

Languages, Literature, and Humanities Librarian (Senior Assistant Librarian Rank)

Has major collection development responsibilities for the following disciplines: English, Modern and Classical Languages and Literature, Journalism, Communication Studies, and an interdisciplinary Humanities program. Also serves as the Coordinator for the Arts and Humanities Collection Development and Bibliographic Instruction Team, conducts outreach to faculty, provides reference services, and instructs students in the effective use of the Library. Effective Date of Appointment: February 1, 2002 (a 12-month, tenure-track position). Salary: Minimum of \$48,156. Application Deadline: Screening begins **September 30, 2001**, but preference will be given to applications received by October 30, 2001.

Fine and Performing Arts Librarian (Senior Assistant Librarian Rank)

is the Library's specialist in the Fine and Performing Arts. Provides general reference services to faculty, students, and community users; selects materials in appropriate disciplines for the Library's Fine and Performing Arts collections; participates in providing course-specific library instruction; assists in managing the Library's service programs associated with the Media/Fine Arts/Reserve service desk; and helps develop print and technology-based instructional materials. Effective Date of Appointment: June 1, 2002 (a 12-month, tenure-track position). Salary: Minimum of \$48,156. Application Deadline: Screening to begin **February 18, 2002**, but preference will be given to applications received by March 20, 2002.

All positions include an excellent benefits package. Salaries are dependent upon qualifications and experience.

Send résumé with names, addresses, and telephone numbers of three professional references to:

Susan C. Curzon
Dean, University Library
California State University, Northridge
18111 Nordhoff Street
Northridge, CA 91330-8326

GENERAL INFORMATION: California State University, Northridge, with an enrollment of nearly 29,000 students, is among the largest of 23 campuses in the California State University System. Twenty-five miles from downtown Los Angeles, in the San Fernando Valley, it is the only public university in this metropolitan suburb of over 1,200,000 people. The University offers undergraduate and graduate degrees in over 50 fields as well as credentials in the field of education. The University is committed to creating a community in which individuals from different backgrounds can live, learn, and work together. For more information about our Library, please check our Web site at: <http://library.csun.edu>.

An equal opportunity, affirmative action, Title IX, Section 503 and 504 employer.

MEDIA LIBRARIAN UNIVERSITY OF VIRGINIA

The University of Virginia Library seeks a dynamic, service-oriented individual to serve as Media Librarian for the state-of-the-art Robertson Media Center of Clemons Library. The University and the Libraries have a strong commitment to achieving diversity among faculty and staff.

The Robertson Media Center is located in Clemons Library, the university's undergraduate library. It provides resources, expertise, and equipment for the use and development of media materials for instruction and research, is actively engaged in librarywide planning for development of digital collections and services, and has a circulating collection of more than 16,000 video recordings. It provides group and individual viewing areas. Its state-of-the-art digital media lab, fully equipped with advanced multimedia technology, provides support for audio, video, and image production and editing for student and faculty projects and offers equipment and staff support for digital media acquisition, processing, and delivery. The Robertson Media Center currently houses the offices of the new Media Studies program at the University.

RESPONSIBILITIES: Reporting to the Director of the Robertson Media Center, the Media Librarian manages and develops the Robertson Media Center collection, selecting materials in a variety of media formats (from analog to digital) in response to curricular needs and user requests. Collaborates with selectors for media acquisitions across the University of Virginia Libraries. Works closely with faculty—particularly members of the rapidly growing Media Studies Program—helping them to identify appropriate media resources and literature, and responding to their requests for media acquisitions. Coordinates user education efforts, overseeing the development of the curriculum for training in both traditional and new media areas. Provides media-specific bibliographic instruction for faculty and their classes. Helps with the planning for the preservation of video and audio in various formats. Supervises classified staff and students.

QUALIFICATIONS: Master's degree in Library Science or related field; knowledge of media-specific resources, terminology, and technologies; familiarity with A/V equipment, including production and multimedia production processes and formats; familiarity with instructional technology and its applications; strong service orientation; excellent written and oral communication skills; commitment to professional growth and development. Experience working in a film or media center, including work in both public service and collection development preferred. Supervisory, administrative, and teaching experience preferred.

SALARY AND BENEFITS: Competitive depending on qualifications. General faculty status. The University of Virginia offers excellent benefits, including 22 days of vacation and TIAA-CREF and other options.

Review of applications will begin on **September 20, 2001**, and will continue until the position is filled.

TO APPLY: Send letter of application, résumé, and names, addresses (including email), and phone numbers of three references to:

Alan R. Napier
Director of Library Human Resources and Planning
Alderman Library, P.O. Box 400114
University of Virginia
Charlottesville, VA 22904-4114
E-mail: arn3c@virginia.edu

The university and the libraries have a strong commitment to achieving diversity among faculty and staff.

The University of Virginia is an equal opportunity, affirmative action employer.

Minorities are encouraged to apply.

REFERENCE/LIAISON LIBRARIAN. The Eugene McDermott Library at The University of Texas at Dallas is accepting applications for a Reference/Liaison Librarian. Responsibilities include assisting patrons, acting as faculty liaison for collection development, providing library instruction, and preparing reports, guides, and user aids. The position requires a master's degree in library or information science from an ALA-accredited institution and at least two years of academic library experience, including reference service using a variety of traditional and electronic resources. Excellent interpersonal skills, the ability to communicate effectively both verbally and in writing, and a commitment to public service are essential. Experience in library

HEAD, MONOGRAPHIC ACQUISITIONS AND RAPID CATALOGING DEPARTMENT

Northwestern University

Head, Monographic Acquisitions and Rapid Cataloging Department, reporting to the Assistant University Librarian for Technical Services, Northwestern University Library.

SUMMARY: Manages and leads the Monographic Acquisitions and Rapid Cataloging (MARC) Department, which is responsible for the order, receipt, and copy cataloging of monographic publications using the Voyager library management system and other automated systems. The responsibilities of the Head include: Coordinating the work of the MARC Department with other library units, goal and priority setting, policy and procedure formulation; monitoring and revision of work flows; planning and monitoring production and use of resources; directly supervising two high-level support staff (and indirectly supervising 14 more support staff positions); designing and updating training programs and documentation for staff; and communicating with book vendors. Serves on the Technical Services Division management team and as a member of the Management Council, an advisory body to the University Librarian.

For a more detailed description see:

<http://staffweb.library.northwestern.edu/personnel/employment/librarian/index.html>.

QUALIFICATIONS: Required: MLS from an ALA-accredited library school; substantial library technical services experience using automated library systems (minimum three years preferred); sufficient cataloging experience and knowledge to support training, policy and procedural formulation, and problem solving; successful supervisory experience and ability to communicate effectively, orally and in writing; interest in and understanding of production processes; interest in and willingness to learn research library acquisitions duties and issues (acquisitions experience preferred); ability to provide strong leadership in a dynamic technical services environment.

SALARY: \$45,000 minimum.

TO APPLY: Send letter of application and résumé, including names and addresses of three references to:

Peter Devlin
Personnel Librarian
Northwestern University Library
1935 Sheridan Road
Evanston, IL 60208-2300
E-mail: library-personnel@northwestern.edu

Applications received by **October 1, 2001**, will receive first consideration.

*Northwestern University is an equal opportunity, affirmative action employer.
Employment eligibility verification required upon hire.*

instruction is desirable. Preference will be given to applicants with a second master's degree and a background in a science, technical, or business discipline. Minimum Salary: \$32,000 for a 12-month administrative/professional appointment. Benefits include medical, dental, and life insurance, a variety of optional retirement programs, and holiday, vacation, and sick leave. Applications will be accepted until position is filled. Please send a letter of application, a résumé, and three professional references to: Search #8118, **The University of Texas at Dallas**, P.O. Box 830688, M/S AD 23, Richardson, TX 75083-0688. Indication of sex and ethnicity for affirmative action statistical purposes is requested as part of the application but not required. The University of Texas at Dallas is an affirmative action, equal opportunity employer and strongly encourages applications from candidates who would enhance the diversity of the university's faculty.

Connect to ACRL on the Web
<http://www.ala.org/acrl/c&rlnew2.html>

LIBRARY DIRECTOR

Kirkville College of Osteopathic Medicine

The Kirkville College of Osteopathic Medicine seeks a creative and dynamic leader as director of the A. T. Still Memorial Library. The library serves the onsite and remote biomedical information needs of the college, the Arizona School of Health Sciences, the School of Health Management, the Northeast Regional Medical Center, and the Kirkville Osteopathic Training Institute. The library is a resource library in the National Network of Libraries of Medicine and actively supports the health professionals of northeast Missouri and the Northeast and Southeast Area Health Education Centers. The library serves as an osteopathic literature reference center for the osteopathic profession.

The library director is responsible for strategic and visionary leadership as well as for the administration of the A. T. Still Memorial Library. The privately supported college was established in 1892 and is accredited by the American Osteopathic Association and the North Central Association of Colleges and Schools. Kirkville is located in northeast Missouri. The community has an Amtrak connection with Chicago and its municipal airport has daily Trans World Express flights to St. Louis. Kirkville has a population of nearly 20,000 people and is the home to Truman State University.

QUALIFICATIONS:

Required: A master's degree from an ALA-accredited library and information science program; experience in an academic and/or medical library with administrative responsibilities; demonstrated management, leadership, and communication skills; creative and flexible response to managing change; and the ability to provide leadership in the application of new technologies and information management in the biomedical sciences.

Preferred: A Ph.D. preferred or comparable experience with a background in health informatics, information technologies, medical library networks, user education and outreach programs, and a record of participation in professional societies.

TO APPLY:

Qualified candidates should send a résumé, cover letter, transcripts, salary history, and three letters of reference to:

**Human Resources
KCOM
800 W. Jefferson
Kirkville, MO 63501
Fax: (660) 626-2085
E-mail: hr@kcom.edu**

Equal opportunity, affirmative action employer.

SENIOR REFERENCE LIBRARIAN FOR GOVERNMENT DOCUMENTS, MAPS, AND MICROFORMS. The Eugene McDermott Library at The University of Texas at Dallas is accepting applications for a senior reference librarian for government documents, maps, and microforms. Responsibilities include assisting patrons at the reference desk (including night and weekend assignments), providing formal library instruction, acting as faculty liaison for collection development, and preparing guides and user aids. The librarian is the Library's contact for all federal and Texas state depository activities. The position requires a master's degree in library or information science from an ALA-accredited institution and at least five years of appropriate library experience, including experience using and managing government documents. Excellent interpersonal skills, the ability to communicate effectively both verbally and in writing, and a commitment to public service are essential. Preference will be given to applicants with a second master's degree and a background in science, technical, or business discipline. Minimum Salary: \$33,000 for a 12-month administrative/professional appointment. Applications will be accepted until the position is filled. Please send a letter of application, a résumé, and three professional references to: Search #8119, **The University of Texas at Dallas**, P. O. Box 830688, M/S AD 23, Richardson, TX 75083-0688. Indication of sex and ethnicity for affirmative action statistical purposes is requested as part of the application but not required. The University of Texas at Dallas is an affirmative action, equal opportunity employer and strongly encourages applications from candidates who would enhance the diversity of the university's faculty.