

by the College of Library and Information Services, University of Maryland, to be held at the Donaldson Brown Center, Port Deposit, Maryland. Participants will include senior administrative personnel of large library systems from North America and abroad. The faculty is made up of well-known scholars, educators, management consultants, and lecturers drawn from universities, government offices, and consulting fields. John Rizzo, professor of management at Western Michigan University, serves as director.

THE CLASSIFIED ADS

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

Rates: Classified advertisements are \$5.00 per line for ACRL members, \$6.25 for others. Late job notices are \$12.00 per line for members, \$14.00 for others. Organizations submitting ads will be charged according to their membership status.

Telephone: All telephone orders should be confirmed by a written order mailed to ACRL headquarters as soon as possible. Orders should be accompanied by a typewritten copy of the ad to be used in proofreading. An additional \$10 will be charged for ads taken over the phone (except late job notices or display ads).

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

JOBLINE: Call (312) 944-6755 for late-breaking job ads for academic and research library positions. A pre-recorded summary of positions listed with the service is revised weekly; each Friday a new tape includes all ads received by 1:00 p.m. the previous day. Each listing submitted will be carried on the recording for two weeks. The charge for each two-week listing is \$30 for ACRL members and \$35 for non-members.

Fast Job Listing Service: A special newsletter for those actively seeking positions. This service lists job postings received at ACRL headquarters four weeks before they appear in *C&RL News*, as well as ads which, because of narrow deadlines, will not appear in *C&RL News*. The cost of a six-month subscription is \$10 for ACRL members and \$15 for non-members.

Contact: Classified Advertising Dept., ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611; (312) 944-6780.

WANTED TO BUY

PLEASE SUBMIT YOUR LIST of duplicate or used periodicals for sale. We will buy volumes and complete sets in all fields. No single issues wanted. Research Periodicals & Books Services Inc., 7310 El Cresta Drive, Houston, TX 77083.

POSITIONS OPEN

ACQUISITIONS LIBRARIAN. The Kent State University Library is seeking applicants for the position of Acquisitions Librarian. Respon-

Contact: Marcia Hayleck, Administrative Assistant, Library Administrators Development Program, CLIS, University of Maryland, College Park, MD 20742; (301) 454-6080.

10-11—New England: "A Return to the Basics: The Book," the Spring Conference of ACRL's New England Chapter, University of Southern Maine, Portland. **Contact:** Susan Sheridan, Head of Technical Services, Frost Library, Amherst College, Amherst, MA 01002; (413) 542-2215. ■■

sibilities include coordination and supervision of the Acquisitions Department (6 FTE) which includes pre-order searching, vendor selection, order and receipt of materials, and day to day monitoring of the book budget. Represents the Library to faculty and to the book trade; participates in the Library's collection development program; will assist in the implementation of an automated acquisitions system. This position reports to the Assistant Director for Technical Services. Qualifications: ALA-accredited MLS; two years acquisitions experience in an academic research library; knowledge of the book trade, approval plans, and automated systems; demonstrated ability to work effectively with faculty and staff. This is a 12-month tenure track position with faculty rank in Library Administration. Appointment at the level of Instructor or Assistant Professor, depending on experience, with a minimum salary of \$19,600. Deadline for applications is December 15, 1985. Send letter of application, resume, and three letters of recommendation to: Harry Kamens, Budget & Personnel Officer, Kent State University Library, Kent, OH 44242. Kent State University is an equal opportunity employer.

ARCHIVIST. University of Toledo. The University Archivist is responsible for all areas of program administration, including staff management, acquisition, processing, preservation, reference, and outreach. Reports to the Director of Special Collections and is a member of the Library Faculty. Qualifications: MLS from ALA-accredited institution and/or MA in U.S. History. Graduate coursework or specialization in archives administration required. Preference given candidates with strong history background. Two years' experience minimum, preferably in a college/university archives and with some supervisory responsibility. Faculty status: 12-month contract, tenure-track with liberal fringe benefits. Salary is around \$22,000 depending upon qualifications. Position available immediately. Send resume and names of at least three references before December 1, 1985 to: Richard W. Oram, Search Committee Chairperson, William S. Carlson Library, The University of Toledo, 2801 West Bancroft Street, Toledo, OH 43606. An equal opportunity, affirmative action employer.

ASSISTANT ACQUISITIONS LIBRARIAN. Primary responsibility for gifts and preservation, conservation, and replacement of materials. Involved in other aspects of ordering and maintenance of monographs, serials, and non-book formats. Participates in collection development. Reports to Acquisitions Unit Head. Library is heavily automated and has an online catalog. Qualifications: MLS from ALA-accredited school. Must be proficient in oral and written communication and have interpersonal skills necessary to conduct the gifts operation and work effectively with library staff and teaching faculty. Previous acquisitions, automated systems, and preservation experience considered. Knowledge of one European language and advanced subject degree desirable. Benefits: Twelve-month appointment, faculty rank and salary dependent on qualifications, TIAA/CREF and university mandated benefits, \$19,000 minimum. Send resume and names of three references by December 15, 1985 to Raymond A. Frankle, Director, J. Murrey Atkins Library, UNCC, Charlotte, NC 28223. The University of North Carolina at Charlotte is an equal opportunity, affirmative action employer. Women and minorities are encouraged to apply.

ASSISTANT SERIALS CATALOGER. Search Reopened. University of Texas at Arlington Library Serials Department. Available January 2, 1986. Located in Dallas/Fort Worth metroplex, UTA has an enrollment of 23,000. The Serials Department has a staff of 10-15 for acquisition (4,000 subscriptions and 2,200 standing orders) and cataloging. Minimum qualifications: ALA-accredited Master's degree; 2 years technical services experience; familiarity with serials cataloging and/or acquisitions desirable. Duties: reports to Serials Cata-

loger; does original and copy cataloging for print and non-print serials in all subjects, including government documents; assists in retrospective conversion of serial records on OCLC and related duties; supervises and trains 2 support staff for standing order acquisitions using automated system and binding preparation. Salary: Dependent upon qualifications and experience, \$17,400 minimum. Benefits include state contribution to health insurance premium, Social Security and retirement. Applications including resume, letter of application and 3 letters of reference must be postmarked by December 15 and sent to: Melva Baker, Serials Librarian, University of Texas at Arlington Library, Box 19497, Arlington, TX 76019. An AA/E/O employer.

ASSISTANT TEXTILES LIBRARIAN, North Carolina State University. The person in this entry-level position assists in the overall management of the Textiles Library. Primary responsibilities include serving as a reference librarian, supervising/performing file management operations, assisting with collection development, performing bibliographic instruction, and performing online literature searching. Additional responsibilities involve supervision of the physical aspects of the library; assisting with hiring, training, and supervision of student assistants; supervision of the circulation desk; and development of training aids. The position requires an ALA-accredited MLS degree. Preferred skills and experience include a background in organic (polymer) chemistry, textiles, or home economics with emphasis on clothing and textiles. A knowledge of German and/or other foreign languages is desirable. Decision-making capabilities are a plus and proven organization, evaluation, and communications skills are essential. Salary from \$18,000; commensurate with qualifications. NCSU offers librarians academic status with 24 days vacation, 12 days sick leave, group insurance, hospitalization, and retirement programs. Send resume, by November 30, 1985, to: Barbara Best-Nichols, Textiles Librarian, School of Textiles, North Carolina State University, Box 8301, Raleigh, NC 27695-8301.

North Carolina State University is an equal opportunity/affirmative action employer.

ASSOCIATE DEAN FOR TECHNICAL SERVICES AND SYSTEMS DEVELOPMENT. Plan and administer technical services and systems development, including policies, operations, services, and products in acquisitions, serials, cataloging, and systems, as well as documents and archives/special collections. Effectively organize staff, utilize fiscal and technological resources, and give direction to departmental units. Work with the dean and other administrative officers on strategic, long-range, and general planning, on policy formulation, and on funding, budgeting, and grants. This is a new position requiring leadership in a climate of organizational and technological change. Planning of online support systems is to be coordinated with planning for a new centralized library building on the Boston Campus. Qualifications: accredited MLS. At least five years substantial managerial experience in automated technical services and on analysis, planning, and implementation of systems. Strong administrative, leadership, communication, interpersonal, analytic, planning, and organizational skills. Able to mobilize individuals and groups effectively, and to articulate goals and innovative programs. Thorough understanding of technical service concepts. Knowledgeable about emerging relevant technologies for automated information services support in academic libraries. Commitment to professional growth and staff development, especially in planning and constructing a new library building is desirable. Salary, \$40,000 minimum depending upon qualifications and experience. Please send a letter of application, resume, and the names of three references by November 30, 1985, to: Alan R. Benenfield, Dean, Northeastern University Library, 211 Dodge Library, 360 Huntington Avenue, Boston, MA 02115. Northeastern University is an equal opportunity, affirmative action, Title IX employer.

HEAD LIBRARIAN

The New England College of Optometry

The library is service oriented, serving 370 students and 50 faculty members and is a participant in OCLC and DIALOG. The librarian's activities and duties are diverse, requiring a working knowledge of all facets of library operation. Experience in fiscal planning, staff development and administration, facilities development, interlibrary cooperation, automated acquisition and retrieval, collection management, and bibliographic instruction are considered essential. Experience in the management of technical processing is highly desirable. An MLS degree from an ALA-accredited library school is required. The head librarian holds faculty rank and is eligible for tenure. Minimum starting salary is \$27,240.

Send a curriculum vitae, 3 professional references (with phone numbers), and a letter stating professional goals and library philosophy to:

Glen McCormack
Chairperson, Library Search Committee
The New England College of Optometry
424 Beacon Street
Boston, MA 02115

This position is available after March 1, 1986. Applications are requested by **February 1, 1986**.

The New England College of Optometry is an affirmative action, equal opportunity employer.

PRESERVATION LIBRARIAN

Harvard University

The Harvard University Library is seeking a senior-level librarian to provide leadership and support for the development, coordination, and expansion of preservation programs throughout the University Library system. Applicants should have the following qualifications: MLS or equivalent; significant professional library experience in preservation, with knowledge of conservation issues and concerns, physical treatment of library materials, technological and administrative solutions to preservation problems and current directions in the preservation and conservation fields; demonstrated managerial and organizational ability with strong interpersonal skills; capacity to work within a complex library system with a sensitivity to the diversity of staff and library units; experience with grant proposals; knowledge of and/or experience with collection development desirable.

Rank and salary dependent on experience and qualifications. Librarian II: \$21,630-\$33,093. Librarian III: \$26,670 minimum.

Rank and salary dependent on experience and qualifications. Resumes to:

Karen N. McFarlan
University Personnel Librarian
Harvard University Library
Wadsworth House
Cambridge, MA 02138

An equal opportunity, affirmative action employer.

ASSOCIATE DEAN FOR USER SERVICES AND COLLECTION DEVELOPMENT.

Plan and administer user services and collection development, including policies, operations, services, and products in reference, library instruction, collection development, publications, ILL, circulation, reserve, storage, learning resources and a microcomputer lab, as well as science branches and suburban campus units. Effectively organize staff, utilize fiscal and technological resources, and give direction to departmental units. Work with the dean and other administrative officers on strategic, long-range, and general planning, on policy formulation, and on funding, budgeting, and grants. This is a new position requiring leadership in a climate of organizational and technological change. Planning of innovative services and of significantly expanding collections is to be coordinated with planning for online support systems and for a new centralized library building on the Boston campus. Qualifications: accredited MLS, at least five years substantial managerial experience in user services, preferably including collection development. Strong administrative, leadership, communication, interpersonal, analytic, planning, and organizational skills. Able to mobilize individuals and groups effectively, and to articulate goals and innovative programs. Familiarity with matrix-oriented departments and coordinative roles. Thorough understanding of concepts of reference, instruction, and collection development, and of technologies affecting information service delivery. Commitment to professional growth and staff development, especially in planning and constructing a new library build-

ing is desirable. Salary: \$40,000 minimum, depending upon qualifications and experience. Please send a letter of application, resume, and the names of three references by November 30, 1985, to: Alan R. Benenfeld, Dean, Northeastern University Library, 211 Dodge Library, 360 Huntington Avenue, Boston, MA 02115. Northeastern University is an equal opportunity, affirmative action, Title IX employer.

ASSOCIATE DIRECTOR FOR PUBLIC SERVICES.

Health Sciences Library, University of Colorado, serves the schools of Medicine, Nursing, Dentistry and Pharmacy. Associate Director position is responsible for assuming leadership role in managing and supervising Public Services: reference, interlibrary loan, circulation and learning resource center. Public Service has four professionals and 12 support staff. CLS's circulation system and online catalog are operational. Library materials budget 85/86 \$410,000. There are 185,000 volumes in the collection and 2,300 serial titles currently received. Qualifications: MLS from ALA-accredited institution. A minimum of five years professional experience, preferably in reference and one other service area, in an academic health sciences library. Progressive supervisory and managerial responsibilities. Demonstrated administrative qualifications. Good communication skills and public relations experience preferred. Present salary range of position: \$30,000 to \$38,500. Send resume and names of three references to: Bette Jean Ingui, Search Committee Chairman, Reference



DIRECTOR, HUMANITIES AND SOCIAL SCIENCES LIBRARIES

University of Minnesota-Twin Cities Campus Libraries

The University of Minnesota-Twin Cities Campus Libraries is seeking applicants for the position of Director of Humanities and Social Sciences Libraries. This position has direct administrative authority and responsibility for the public service and collection development programs and operations of the largest department in the University of Minnesota library system. The Humanities and Social Sciences Libraries provide support for the teaching and research programs of the College of Education, the General College, the Humphrey Institute of Public Affairs, the College of Liberal Arts, and the School of Management. They have a staff of more than 140 FTE and an operating budget of more than \$4 million including approximately \$1.5 million for acquisitions.

With new funding from the central university, the University of Minnesota libraries are undertaking a major upgrading of services and programs, including implementation of the NOTIS library automated system. The Director of Humanities and Social Sciences will play a leadership role in planning future directions for the library system and in developing services that respond to the needs and requirements of the humanities and social science programs.

The Director of Humanities and Social Sciences Libraries reports to the University Librarian and is a member of the University Libraries Central Administrative Group. Candidates for this position must have substantial experience in a major academic research library, including a record of increasing administrative responsibility. They must be knowledgeable about public service and collection development practices in academic research libraries, including recent trends and developments. They must be able to provide effective leadership in a period of substantial development.

Candidates must be knowledgeable regarding budgetary and personnel management. They must be able to administer a large and diverse staff and a variety of service and collection development programs. They must be able to work effectively with other library administrative officers and with faculty. A Baccalaureate is required and a Masters desired.

This is an academic-administrative position. It has a salary of at least \$50,000, depending upon qualifications. A multi-year, fixed-term contract will be offered, with renewal depending upon performance in the position.

To apply for this position, please send a letter of application, together with a resume and the names of five references, to **Barbara Doyle, Personnel Officer, University of Minnesota-Twin Cities Campus Libraries, 499 Wilson Library, 309 19th Avenue South, Minneapolis, MN 55455**. Identify applications with the number UL 127.

Applications must be postmarked **no later than December 30, 1985**.

University of Minnesota is an equal opportunity educator and employer, and specifically invites and encourages applications from women and minorities.

Department, Denison Memorial Library, University of Colorado Health Sciences Center, 4200 East Ninth Avenue, Denver, CO 80262. Applications will be accepted until February 1, 1986. UCHSC is an AA/EOE.

AUTOMATED SERVICES LIBRARIAN, full-time, tenure track, effective January 1986. Involves planning, implementing, administering multi-function automated library system. Requirements: Master's degree in library or information science from an ALA-accredited institution. Minimum of 2 years library experience. 10-month position. District-paid medical, dental, vision and life insurance. Beginning salary range: \$25,287-\$36,045. Apply to: Edwin Bush, Long Beach City College, 4901 East Carson Street, Long Beach, CA 90808, (213) 420-4397. Deadline: November 20, 1985.

CATALOGER, for books and serials in the Clarke Historical Library, a research library that collects books, pamphlets, manuscripts, and other materials primarily relating to the Great Lakes Area. The cataloger has some public service responsibilities and supervises a small cataloging support staff. ALA-accredited MLS required and masters in relevant discipline preferred. Experience with OCLC system, AACR2 cataloging rules, and rare books are required. Twelve-month, tenure-track, faculty appointment. Target level instructor (\$20,167 minimum) or assistant professor (\$22,611 minimum); salary and rank set according to academic credentials. Research and publication expected for tenure and promotion. Send resume and names and addresses of three current references to Selection Com-

mittee, 206 Park Library, Central Michigan University, Mt. Pleasant, MI 48859 by November 29, 1985. Central Michigan University is an affirmative action, equal opportunity employer and invites applications from female and minority candidates.

CATALOGER, MUSIC AND HUMANITIES. Performs original cataloging in subject areas represented by Library of Congress classifications M, N, and P, and in other subject areas as required. Reviews and edits OCLC contributed cataloging. Participates in the formation of department policies and procedures. ALA-accredited MLS required. An additional graduate degree in music is desired and is expected for tenure. Also desirable are experience in cataloging, the use of OCLC, AACR2, and Library of Congress classification in a work situation. The library is currently implementing the NOTIS system, and the appointee will be expected to contribute significantly to this project. Starting salary \$18,500-\$22,500, depending upon qualifications. Tenure-eligible. Twenty-two days annual leave. The University contributes to retirement plans, including TIAA-CREF, and Blue Cross/Blue Shield or HMO. Send letter of application, resume, and names and addresses of three references by December 15, 1985, to Alexander T. Birrell, Ablah Library, Box 68, The Wichita State University, Wichita, KS 67208. Finalists will be invited for an expense-paid interview. The Wichita State University is an affirmative action, equal opportunity employer.

COLLECTIONS DEVELOPMENT LIBRARIAN. Faculty position reporting to the Assistant Director for Technical Services. Responsi-

UNIVERSITY LIBRARIAN

University of California, Riverside

The University of California at Riverside invites applications and nominations for the position of University Librarian. The Library, a member of the Association of Research Libraries, has a staff of 32 librarians and other professionals and more than 100 support staff serving 5,000 undergraduate and graduate students, more than 50 undergraduate programs, 29 Master's and 24 Ph.D. programs. The successful candidate must exhibit a commitment to academic excellence.

The University Librarian is responsible for managing and administering the Library's resources, programs, and services; assuring and furthering the Library's use of computerized information technologies; representing the Library at the state, regional, and national level; and maintaining and enhancing the Library's collections of over 1,200,000 volumes.

Applicants or nominees must have demonstrated expertise in operating a university library system or its equivalent, strong knowledge of or involvement in the development and use of computerized information technologies, demonstrated organizational, strong leadership and administrative capabilities, and effective interpersonal skills. A minimum of Master of Library Science, or equivalent, is required.

Nominations and applications should be sent to **Chair, Search Committee for University Librarian; Office of the Chancellor; University of California, Riverside; Riverside, CA 92521**. Nominations and applications are desired by December 15, 1985.



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

ble for planning, coordination and execution of all collection development activities, managing a budget exceeding \$450,000. Specific duties also include evaluation of collections and vendor performance, user needs assessment and collections utilization. Participates in collections policy formulation and documentation. Library serves Schools of Medicine and Nursing with extensive research facilities; allied health programs and the University hospitals. Required: ALA accredited MLS with three years recent experience in collection development and acquisitions work in an academic health sciences library. Good planning, writing, analysis and interpersonal skills are essential. Desirable: personnel management experience and approval plan management, with working knowledge of at least one foreign language germane to the health sciences. Salary commensurate with qualifications, but no lower than \$21,500. Position available immediately. Applications will be accepted until the posi-

tion is filled. Send letter of application, resume, and the names and addresses of at least three business references to Frank E. Sawdski, Jr., Assistant Director for Technical Services, The Claude Moore Health Sciences Library, Box 234, University of Virginia Medical Center, Charlottesville, VA 22908. EEO/AA.

DIRECTOR OF COLLECTION MANAGEMENT, Robert W. Woodruff Library, Emory University. Responsibilities: Responsible for the development of library collections for the General Libraries, coordinates the selection of materials to support the educational and research directions of the University, represents Emory in regional and national collection coordination planning and management, and participates in overall library management. The 1985-86 materials budget is \$1.5 million. The Collection Management Division consists of several bibliographers, approximately 20 part-time librarian selectors, and 3 support staff. Position reports to the Director of Libraries. Minimum qualifications: ALA-accredited MLS or graduate information degree; graduate degree in subject field preferred; 5 years of increasingly responsible appropriate library collection and book trade experience; or equivalent and appropriate combinations of education and experience. Understanding of scholarly research needs and methods. Working knowledge of two foreign languages, at least one modern European. Demonstrated strong communications and public relations skills as well as ability to work with all segments of the academic community. Demonstrated managerial experience desirable. Salary and rank dependent upon qualifications and experience; salary not less than \$30,000 per annum. Send letter of application, resume, and names of three references to: Herbert F. Johnson, Director of Libraries, Robert W. Woodruff Library, Emory University, Atlanta, GA 30322. Application deadline: postmarked by January 3, 1986. Available: Summer 1986. Emory University is an equal opportunity, affirmative action employer.



THE STATE UNIVERSITY OF NEW JERSEY
RUTGERS

Rutgers University Libraries

LIBRARY DIRECTOR

Camden Arts and Sciences Library

Available immediately. The Director will have complete charge of the operations of a library of approximately 250,000 volumes and staff of 20 and will report to the University Librarian in New Brunswick. MLS (additional advanced degrees desirable); experience in an academic library with at least five years of administrative experience including personnel management and program planning. Candidate's credentials and level of achievement should warrant appointment and tenure in the library faculty. Salary will be dependent upon qualifications. Minimum compensation for a 12-month appointment will be \$40,000. Calendar year appointment, TIAA/CREF, life/health insurance, 22 days vacation, tuition remission, prescription drug/dental/eyeglass reimbursement plans.

This branch campus of Rutgers-The State University is located in Camden, New Jersey, directly across the Delaware River from Center City Philadelphia. The library serves the needs of approximately 250 faculty members and 5,000 day and evening students enrolled in both undergraduate and graduate programs in the arts, sciences, business, and professional studies. Submit resume and three sources for current references no later than **November 15, 1985**, to:

**Chair, Librarian Search Committee
(APP.100)
Camden College of Arts and
Sciences Library
300 N. 4th Street
Camden, NJ 08102**

An equal opportunity, affirmative action employer.

DIRECTOR OF LIBRARY SERVICES. Ursinus College invites applications for the position of Director of Library Services. The library has a staff of 5 professional librarians, 6 full-time support staff, 50 student employees, a collection of approximately 150,000 volumes, 725 current journal titles. The director reports to the Dean of the College and is responsible for the overall administration of the library. The library is highly automated, utilizing OCLC/Palnet, BRS, DIA-LOG, various microcomputer systems, and is currently planning for an integrated library system. Qualifications: ALA-accredited MLS, a minimum of 5 years of successful academic library administrative experience, proven management ability, knowledge in the areas of library information technology and automated systems planning. The position has faculty status. Rank and salary are dependent upon experience and qualifications. Send letter of application, resume and the names and addresses of three references to: William E. Akin, Dean of the College, Ursinus College, Collegeville, PA 19426. To ensure consideration applications must be received by December 15, 1985. Appointment will be effective September 1986. Ursinus College is an equal opportunity employer.

DIRECTOR OF LIBRARIES. The University of South Alabama invites applications and nominations for the position of Director of Libraries. Applicants must show a minimum of five years progressively responsible administrative experience in an academic library, as well as scholarly contributions to the professions. An MLS degree from an ALA-accredited program is required and an additional advanced degree is preferred. Send nominations or applications and resumes to the Search Committee for the Director of Libraries, Office of the Dean of Arts and Sciences, University of South Alabama, Mobile, AL 36688. Each candidate should request three letters of recommendation to be sent directly to the same address. The salary for the Director of Libraries is competitive, with a minimum of \$45,000. The closing date for applications is January 15, 1986. The position is now open, and the new Director may assume duties as early as April 1, 1986, or as soon thereafter as possible. The University of South Alabama is an affirmative action, equal opportunity employer.

HEAD, BIBLIOGRAPHIC SEARCHING. Under the general direction of the Assistant Director for Technical Support, this position has responsibility for administering all activities of the Department, which is primarily responsible for bibliographic searching and verification in support of both acquisitions and cataloging, using the RLIN computer system and other records; also responsible for distribution of material to cataloging units; finding material-in-process for readers; creating and maintaining certain RLIN records; management of the in-process arrears. Position has responsibility for 13 full-time and 3 part-time staff members, including a full-time supervisor; planning

and coordinating routines and work flow; establishing priorities; participating in planning and problem-solving beyond the Bibliographic Searching Department; resolving problems relating to searching and verification. In addition to an MLS from an accredited library school, qualifications for the position are administrative ability as demonstrated by successful relevant supervisory/management experience; the ability to work with staff in technical service and reader service units; flexibility to work in an environment of evolving systems; effective writing and speaking skills; familiarity with computer-assisted technical processing in a large research library; the ability to work with a variety of modern European languages; and relevant bibliographic experience. Salary ranges: Librarian II: \$23,000-\$31,050; Librarian III: \$26,000-\$37,700. Submit resume, listing 3 references and salary requirements, to: Box 35, Butler Library, Columbia University Libraries, 535 West 114th Street, New York, NY 10027. Deadline for applications is December 6, 1985. An equal opportunity, affirmative action employer.

HEAD OF TECHNICAL PROCESSES AND COORDINATOR OF ONLINE LIBRARY SYSTEMS. Union College invites nominations and applications for the position of Head of Technical Processes and Coordinator of Online Library Systems. Responsibilities: Head of Technical Processes: The section consists of the Acquisitions Unit, which includes periodicals, and the Cataloging Unit. Primary responsibilities involve working with the heads of these units and coordinating their activities with other sections in the Library. Includes handling all personnel matters of the section. Coordinator of Online Library Systems: The Library is on the threshold of acquiring integrated online catalog and automated circulation systems. This person will take a leadership role in planning, developing, selecting, implementing and managing these systems and have primary responsibility for coordinating these activities with other segments of the Library. Reports directly to the Librarian and works with the Library's Automation Committee. Requirements: MLS from an ALA-accredited school; minimum of four years professional experience in an academic library, with evidence of increasing supervisory responsibility. Familiarity with OCLC or other major library network, and the application of computer systems to library processes, especially cataloging. Demonstrated strong interpersonal and communications skills, and record of creative leadership. Full-time tenure track position. As a member of the faculty, this individual will be ex-

pected to meet the College's criteria for promotion and tenure. Rank of Assistant Professor with three year initial contract, one month vacation yearly. Salary ranges from \$24,000 upward depending on qualifications. Send letter of application, including resume and names and addresses of three references, by December 15, 1985, to Ann M. Seemann, Director, Schaffer Library, Union College, Schenectady, NY 12308. Union College is an independent, highly selective, residential college of 2,000 undergraduates. Schaffer Library holds 450,000 volumes. An affirmative action, equal opportunity employer.

HEAD OF TECHNICAL SERVICES. Responsible for supervision of acquisitions, cataloging, serials, and archives operation. A master's degree from an accredited library school is required; additional graduate work is desirable. Experience preferred. This is a 10-month, tenure-track faculty position at the rank of Assistant or Associate Professor, to begin September 1, 1986. Salary range: \$22,000-\$28,000, depending upon qualifications. Deadline for applications is January 1, 1986. Please submit resume and the names

THE UNIVERSITY OF MICHIGAN

Authorities Librarian Monograph Cataloging Division

Responsibilities include: training and the coordination of training of both professional and paraprofessional staff in original cataloging; general supervision for Authorities Unit which consists of seven FTE support staff and is responsible for pre-catalog searching, verification of name and subject headings for the Automation Unit; and creation, maintenance and problem resolution of authority records and cross references. Participating in the Cataloging Policy Council. Assisting in the development and implementation of quality and quantity standards and serving as a system-wide consultant regarding national issues and local practices in the area of bibliographic control.

Required: Accredited MLS. Extensive experience as a monograph cataloger with emphasis on problem resolution in a large academic library. Significant knowledge and experience with machine readable cataloging and the formats and conventions of both RLIN and OCLC. Significant cataloging training experience. Effective knowledge of AACR2 and preAACR2 cataloging codes, LC subject headings and classification. Knowledge of the trends in bibliographic formats and systems on a nation-wide basis. Supervisory experience. Reading knowledge of three Western European languages.

Salary range of \$28,000-\$35,000 dependent on directly relevant experience. Applications received by **November 30, 1985**, will be given first consideration. Apply to:

**Library Personnel Office
404 Hatcher Graduate Library
University of Michigan
Ann Arbor, MI 48109**

The University of Michigan is a non-discriminatory, affirmative action employer.

HEAD LIBRARIAN Colgate University

Colgate University is seeking a Head Librarian, a person of erudition and experience, who is committed to building the strongest possible undergraduate library system. Candidates should have special strengths in collection development and a demonstrated capacity to reach out to faculty and students alike. They should also have managerial skills and be well-versed in modern library technology. The salary is negotiable and competitive within a salary range of \$36,000 to \$54,000.

Please send letter of application, resume, and the names of at least four references to:

**Richard Frost
Chairman, Library Search Committee
c/o Arlene Loop
Administrative Assistant
Colgate University
Hamilton, NY 13346**

Applications received after **December 10th** may not be considered.

Colgate University is an affirmative action, equal opportunity employer.

of three references to: David H. Eyman, Head Librarian, Scribner Library, Skidmore College, Saratoga Springs, NY 12866. AA/EOE.

HEAD, POPULAR CULTURE LIBRARY. Bowling Green State University Faculty, 12 month tenure track position at Assistant or Associate Professor level. Responsible for the acquisition, organization, description, security, and preservation of materials in the Popular Culture Library which is one of the foremost such print and primary source collections in the United States. The incumbent provides reference service, prepares grant proposals, trains and supervises classified, clerical, and student staff; is active in acquisitions; maintains fiscal integrity; develops excellent donor relations; serves as a resource person for the collection; prepares reports; serves as departmental liaison to the Department of Popular Culture; and serves on Library/University committees as needed. Qualifications: Minimum of a Master's Degree in Library Science, American Popular Culture, American Studies, American History, Archives Administration, or a related discipline. Five years experience directing a special collection/research library with collection development experience. Candidate should have the ability to communicate clearly both orally and in writing, and knowledge of computer applications. Salary: Range \$30,000-\$35,000, plus state retirement and other fringe benefits. Send application letter, resume, and the names of three references by January 31, 1986, to Paul Yan, Chair, Search Committee, Dean's Office Jerome Library, Bowling Green State University, Bowling Green, OH 43403. Starting Date: July 1, 1986.

HEAD, RARE BOOKS PROGRAM. The Washington University School of Medicine Rare Books Program focuses on the history of medicine with specialization in ophthalmology, otorhinolaryngology, neurology, obstetrics and gastroenterology. Qualifications for Head, Rare Books include degrees in library science from an ALA-accredited school and in history of science or medicine; some experience in medical historical collection management; some working knowledge of German, French and Latin; and familiarity with antiquarian book market. Responsible for providing research services;

preparing exhibits, lectures and publications from the collections; purchasing rare books; monitoring conservation of the collection; and analyzing and cataloging rare books for input into a computerized system. Position provides opportunity for research and writing and for program development. Salary in the mid-20s, depending upon qualifications. Please send resume and three references to Director, Washington University School of Medicine Library, 660 S. Euclid Avenue, St. Louis, MO 63110. Washington University is an equal opportunity, affirmative action employer.

HUMANITIES AND SOCIAL SCIENCES REFERENCE BIBLIOPHAGER. Dartmouth College Libraries has an opening for a Reference Bibliographer in the Baker Humanities and Social Sciences Libraries. The person we are seeking will be capable of working as a member of a reference bibliography team in an innovative and technologically sophisticated department. Utilizes the Dartmouth online catalog IRLIN and OCLC online data base vendors such as BRS, DIALOG, NEXIS and Wilson-Line as well as microcomputers. Responsibilities: developing the library collection in Anthropology and Geography through consultation with the faculty to identify instructional and research needs and providing reference services including bibliographic instruction and online database searching in the humanities and social sciences. Qualifications: ALA/MLS, candidates with graduate degrees in the social sciences (Anthropology or Geography), two years of post-MLS experience in an academic research library including bibliographic instruction in online database searching are preferred. Salary/frank minimum: \$17,500/Librarian I. EEO/minority candidates are encouraged to apply. The search committee will begin review of the resumes on November 18. Send to: Phyllis E. Jaynes, Director of User Libraries, 115 Baker Libraries, Dartmouth College, Hanover, NH 03755.

HUMANITIES LIBRARIAN. Responsible for reference assistance, liaison with departments in the humanities, online bibliographic searching, coordination of collection development in the humanities, and supervision of inter-library loan services. A master's degree from

COLUMBIA UNIVERSITY LIBRARIES

Head of Access Services Humanities and History Division

This position reports directly to the Assistant Director, Humanities and History Division, and has primary planning and administrative responsibility for Butler Library Circulation, the Periodical Reading Room, the Microform Reading Room, and the Library Information Office, as well as daily contact and a decision-making role in Interlibrary Loan. Other responsibilities include extensive contact with public services groups within the libraries, and faculty and students. The Head of Access Services has an important role in collection development, and policy procedures within the Humanities and History Division; organizing and implementing orientation programs and assisting with instructional programs in general are also significant aspects of the job. Because of the ever-growing use of computer technology within the Columbia system, electronic access to the libraries will become an increasingly important consideration of this position. The Access Services Department has a full-time equivalent staff of approximately forty-five.

The position requires several years of relevant administrative and reader service experience in a large academic or research library. A demonstrated ability to plan, coordinate, and implement new or improved service is essential, as are interpersonal relationships and communication skills. Evidence of imagination and leadership, and the facility to conceptualize long term patterns of development and change within Access Services will be sought in all cases. An accredited MLS or equivalent experience is required. Salary Ranges: Librarian II \$27,000-\$36,450; Librarian III: \$30,000-\$43,500. Submit resume, listing 3 references and salary requirements, to:

Box 35
Butler Library
Columbia University Libraries
535 West 114th Street
New York, NY 10027

Deadline for applications is **December 31, 1985.**

An equal opportunity, affirmative action employer.

an accredited library school is required; additional graduate work in library science or in one of the humanities is desirable. Experience preferred. This is a 10-month, tenure-track faculty position at the rank of Instructor or Assistant Professor, to begin September 1, 1986. Salary range: \$18,000-\$22,000 depending upon qualifications. Deadline for applications is January 1, 1986. Please submit resume and the names of three references to: David H. Eymann, Head Librarian, Scribner Library, Skidmore College, Saratoga Springs, NY 12866. AA/EEO.

LEARNING RESOURCES LIBRARIAN, I.D. Weeks Library. Faculty rank and status; tenure-track position. Duties and responsibilities: Selects materials and develops the media collection, prepares cataloging copy for inputting into OCLC, compiles bibliographies and other indexes of Learning Resources Laboratory items; provides reference service, orientation tours, and class lectures in the LRL; circulates audio-visual and curricular materials; maintains equipment housed in the LRL; supervises one paraprofessional staff member plus student assistants; and works closely with the Educational Media Center to enhance media services offered to the USD community. In addition to duties in the Learning Resources Laboratory, the LRL Librarian works some hours each week at the main reference desk, including evening and weekend rotation. Responsibilities also include faculty liaison and collection development in the Library's general collection, depending on the individual's interests and subject expertise. Minimum qualifications: An ALA-accredited masters in library science plus a second masters in a relevant subject field (education preferred). Additional desirable qualifications: 1) Experience in a school library or an educational media center; 2) A teaching certificate or experience as a public school teacher; 3) Knowledge of microcomputer applications and of IBM-mainframe computing; 4) Administrative and supervisory experience; 5) Familiarity with additional types of library automation; 6) Knowledge of music bibliography for cataloging phonorecords. Salary: \$17,000-\$19,000 for a 12-month tenure-track appointment. Application procedure: Send resume and names and telephone numbers of three references to: Marcia Sprules, Acting Director, I.D. Weeks Library, University of South Dakota, 414 East Clark Street, Vermillion, SD 57069. Application deadline. All applications postmarked on or before December 2, 1985, will be considered. Equal opportunity, affirmative action employer.

LIBRARY NETWORK ADVISOR to work closely with each of the 16 libraries at the constituent institutions of the University of North Carolina, assisting each library to acquire, develop, install, and link an integrated library system. To assist in identifying and addressing system training needs; communicate with vendors about equipment, software, documentation, enhancements and system operation. Experience with online, automated library systems and their use in mid to large size libraries; masters degree in an appropriate field; and participation in professional activities required. Requires demonstrated ability to work with staff advisory committees and to communicate effectively orally and in writing. Experience with telecommunications systems preferred. A twelve-month academic appointment at the University of North Carolina at Chapel Hill. Salary: \$30,000 and standard State benefits. Send resume and names of three references to: Susan Shenton, Library Personnel Officer, Davis Library 080-A, University of North Carolina at Chapel Hill, Chapel Hill, NC 27514. Application deadline, December 1, 1985. An equal opportunity, affirmative action employer.

REFERENCE ARCHIVIST, Robert W. Woodruff Library, Emory University. Responsibilities: Plan, supervise and participate in reference services for manuscripts, university archives, and rare books; promote use of collections through written communications and oral presentations. Provide assistance in special collections and general library collection development, and in manuscript processing as assigned. Specific duties include implementing and monitoring reference policies and procedures, supervising reading room, training and supervising reference assistants, overseeing departmental preservation activities, and disseminating information about collections. Minimum qualifications: Archival training required; strong background in history or literature, preferably American, required; MLS degree from an ALA-accredited program desirable; appropriate public service experience in an archives or manuscript depository desirable; or an equivalent combination of education or experience. Demonstrated strong communication and public relations skills required, as well as ability to work effectively with all segments of the academic community and general public. Salary and rank dependent upon qualifications and experience: Librarian I,

\$17,000-\$20,000, Librarian II, \$20,000-\$27,500. Send letter of application, resume and names of three references to: Herbert F. Johnson, Director of Libraries, Robert W. Woodruff Library, Emory University, Atlanta, GA 30322. Application deadline: postmarked by January 31, 1986. Position available: after February 1, 1986. Emory University is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN. Science and Technology Subject Specialist. Responsibilities include reference service, database searching and collection development. Provides advanced bibliographic instruction and specialized reference assistance to the School of Technology and the Departments of Chemistry, Biology, and Physics. Serves as liaison to the Health Sciences Library for public services matters. The position reports to the Head of the Reference Department. Joyner Library serves 14,000 students and 700 faculty members. East Carolina University is part of the 16-campus University of North Carolina System. Qualifications: MLS from an ALA-accredited program, five years post-MLS experience in a large academic, special or research library, demonstrated ability in both written and oral communication. Thorough knowledge of science reference sources and databases and demonstrated competence as a computerized database searcher required. Experience in library instruction and subject background in physical or biological science preferred. Reading knowledge of one foreign language and second masters degree preferred. Twelve month faculty appointment. Position available January 2, 1986. Minimum salary \$21,000. Send letter of application, resume, official transcripts, and names of three current references to Ruth M. Katz, Director of Academic Library Services, Joyner Library, East Carolina University, Greenville, NC 27834-4353. Applications must be postmarked on or before November 27, 1985. AA/EEO.

REFERENCE LIBRARIAN, two openings. Provide traditional and online reference and information search services. Prepare bibliographic aids. Participate in developing and conducting library instruction sessions, seminars, and tours. Participate in selecting materials for the collections in one or more assigned areas, and in collection evaluation. Promote good working relations with faculty and students. Assist in establishing departmental goals and objec-

Reader Services Librarian

Build, maintain, and provide user access to the college library's periodicals, serials, and microform collections; supervise support staff; implement public service program; and general collection development and reference desk responsibilities as appropriate.

Must have ALA accredited MLS for instructor, plus a subject master's degree for assistant professor; two years relevant experience in an academic or research library; and working knowledge of OCLC or other on-line technical processing system.

Minimum salary \$19,858 (instructor); \$21,650 (assistant professor) with some flexibility. Superior benefits package.

Send letters of application, resumes, and names of three professional references to: Chief Librarian, Baruch College, 17 Lexington Avenue, Box 317, New York City 10010. AA/EEO

Baruch College

The City University of New York

lives and in planning and evaluating services. May train and supervise support staff or student assistants. Occasional evening or weekend duty. Qualifications: accredited MLS. At least two years progressively responsible academic reference and online searching experience. Excellent interpersonal, communication, organizational and planning skills. Self-motivated, creative, goal-directed, service-oriented, and resourceful. Able to work effectively as a team participant. Understanding of instructional and research methodologies. Knowledge of government documents, and experience in library instruction and in collection development desirable. Supervisory skills, knowledge of a foreign language, and a humanities or social science subject specialization desirable. Salary \$18,000 minimum, depending upon qualifications and experience. Please send a letter of application, resume, and the names of three references by November 30, 1985, to: Administrative Services Office, 211 Dodge, Northeastern University Library, 360 Huntington Avenue, Boston, MA 02115. Northeastern University is an equal opportunity, affirmative action, Title IX employer.

RESOURCE DEVELOPMENT COORDINATOR, Pacific Southwest Regional Medical Library Services (PSRMLS), Biomedical Librarian, under the general direction of the Associate Director, coordinates resource development and referral programs of the PSRMLS. Coordinates Region 7 participation in DOCLINE, NLM's automated interlibrary loan request and referral system. Compiles and distributes information on the Region's resources, including listing from a database of librarian consultants and trainers. Advises libraries on resource sharing projects and encourages the development of health sciences library consortia. Maintains information access programs for health professionals and coordinates regional participation in a national reference referral program. Teaches Consulting Services and Library Skills Training Seminar for librarians. Investigates technologies applicable to health sciences library operations.



REFERENCE AND PROGRAM DEVELOPMENT LIBRARIAN

Gallaudet College Library

Responsibilities include building and maintaining the reference collection, developing specialized programs for faculty and graduate students, actively marketing library services, coordinating library publications, providing information services, and selecting materials for the general collection.

Qualifications: Master's degree in Library Science from an ALA-accredited institution. Minimum of two years experience in reference and demonstrated success in the development and promotion of library services to students and faculty within a college or university, or a comparable research environment. Excellent interpersonal skills and good English language skills required. Ability to use sign language or willingness to learn and demonstrate competence.

Minimum Salary: \$22,863 plus excellent benefits.

Send letter of application, resume, and the names of three references to:

**Gallaudet College
Personnel Office
800 Florida Avenue, N.E.
College Hall Building, Room 7
Washington, DC 20002**

Application deadline: **November 30, 1985.**

An Equal Opportunity Employer.



Supervises an editor responsible for editing the PSRMLS Newsletter, publishing the PSRMLS Directory, and updating manuals, fact sheets, and brochures. MLS degree from an accredited program normally required. Experience in hospital/health sciences library operations and cooperative projects; strong communications, teaching and interpersonal skills. Public relations, writing, and publications experience desirable. Salary range: \$22,224-\$39,108 based on qualifications and years of experience. Excellent fringe benefits. Personal interview required. Prefer application by November 15, 1985, with complete statement of qualifications, resume, and names of three references to: Rita A. Scherrei, Director of Administrative Systems and Personnel Services, University Research Library, UCLA, 405 Hilgard Avenue, Los Angeles, CA, 90024. For more information call (213) 825-1201. UCLA is an equal opportunity, affirmative action employer. Librarians are represented by an exclusive bargaining agent, the American Federation of Teachers.

SCIENCE/ENGINEERING LIBRARIAN. Provides general as well as in-depth science/engineering reference service, including online literature searching; selects materials; teaches library usage and serves as liaison with science/engineering department(s). Requires MLS from an ALA-accredited library school; degree in science or engineering; reading knowledge of a foreign language; knowledge of online searching, preferably BRS or DIALOG; experience in science librarianship or reference department of an academic library. Minimum salary \$17,460. Applications, resumes and letters of reference should be sent to Personnel Office, Box 1184, Washington University, St. Louis, MO 63130 by November 29, 1985. Washington University is an affirmative action, equal opportunity employer.



CHIEF LIBRARIAN

The University of Toronto

The University of Toronto invites applications and nominations for the position of Chief Librarian. The University of Toronto operates Canada's largest academic and research library. The Central Library, housing a collection of more than four million volumes and almost two million microforms, interrelates with over forty other libraries within the University and its federated and associated institutions, bringing the total collection to over six million volumes and well in excess of two million microforms.

The Chief Librarian has executive responsibility for the direction of a professional and support staff totalling four hundred and sixty and for the administration of an operating budget of nearly \$20 million including an acquisition budget of \$4.7 million.

We are seeking an individual with strong academic and professional qualifications and extensive related experience in academic library administration.

The University offers a competitive salary and excellent benefits.

Nominations or applications including curriculum vitae and referees should be forwarded to:

**Professor Brian Merrilees
Vice-Provost
University of Toronto
Toronto, Ontario
Canada
M5S 1A1**

In accordance with Canadian immigration requirements, this advertisement is directed to Canadian citizens and permanent residents.



SCIENCE LIBRARIAN (search extended). Kenyon College is into a major expansion program including the construction of a new library and invites applications for this newly-created position which will develop and maintain the science collection, provide reference services, implement bibliographic instruction programs, conduct online database searches and search training. Requirements include an ALA-accredited MLS, a minimum of two years related experience in an academic library, and an educational background in the biological or physical sciences. Minimum annual (12 months) salary of \$23,000. Excellent fringe benefits. Kenyon College is a selective 4-year co-educational liberal arts college in an attractive rural setting yet within reasonable distance to metropolitan areas. Position open until filled, available now. Send letter of application with detailed resume, transcripts of undergraduate and graduate work, and 3 letters of reference to: Chair, Science Librarian Search Committee, Chalmers Memorial Library, Kenyon College, Gambier, OH 43022. Kenyon College is an equal opportunity employer and invites applications from women and minority candidates.

SENIOR SUB-LIBRARIAN (TECHNICAL SERVICES), University of Hong Kong. Applications are invited for the post of Senior Sub-Librarian (Technical Services) in the University of Hong Kong Libraries. Applicants should have a higher degree or postgraduate diploma in librarianship (ALA-MLS or equivalent), and at least five years experience in a senior supervisory capacity in an academic library. Experience in the planning and implementation of library automation would be an advantage, as would foreign language skills. Individual will be responsible for overall management of all aspects of technical services and, under the direction of the Librarian, will assist in the administration of the Libraries. Annual salary (superannuable) is on a 6-point scale: HK\$250,260-\$304,020 (U.S.\$ = HK\$7.80, equivalent as of September 2, 1985). Starting salary will depend on qualifications and experience. At current rates, salaries tax will not exceed 17% of gross income. Housing benefits at a rental of 7% of salary, children's education allowances, leave, and medical

benefits are provided. Further particulars and application forms may be obtained from the Secretary General, Association of Commonwealth Universities (Appts), 36 Gordon Square, London WC1H 0PF, or from the Appointments Unit, Secretary's Office, University of Hong Kong, Hong Kong. Closes 30 November 1985.

TECHNICAL SERVICES LIBRARIAN, Senior Library Information Specialist III, Corporate Technical Library, The Upjohn Company, Kalamazoo, Mich. Work Description: Supervises Cataloging staff (area coordinator plus clerical and two temporaries) and Document Delivery (area coordinator and three clerical). The Document Delivery area provides photocopies from Upjohn library periodicals, copies of Upjohn technical reports and PIRSU product literature, and loans or document copies from outside services (approximately 50,000 per year). Approximately 50%. Catalogs books, journals, and audiovisuals using OCLC, LC and NLM classification, and LC subject headings in pharmaceutical, chemical, biomedical and business areas for the Corporate Technical Library collection, for the Business Library and 10 unit collections throughout the Company (2,700 titles/year). Using LIS, (an integrated automated system), downloads and processes records from OCLC and does original cataloging and record creation. This position also involves training and troubleshooting for LIS in the Technical Services area. Approximately 50%. The Technical Services Librarian reports to the Head, Technical Services and Library Systems. Qualifications: BA/BS (Science or related experience in science/science information preferred), MS in Library Science, or equivalent. A minimum of 4 years cataloging experience (books, journals, audiovisuals) including at least 2 years cataloging using OCLC. Experience with LC and/or NLM classification and LC subject headings. A minimum of 2 years supervisory experience; operational responsibility for a library service area (e.g. interlibrary loan, photocopy service, circulation, etc.) and/or experience in dealing with library users preferred. Experience with automated systems other than OCLC—and especially integrated systems—highly desirable. Environment: The Corporate

HUMANITIES BIBLIOGRAPHER

SUNY/Buffalo

The University Libraries at SUNY/Buffalo, a member of RLG, invites applications for the position of Humanities Bibliographer. Under the direction of the Assistant Director for Collection Development in Lockwood Memorial Library, the Humanities Bibliographer develops collections to support the curricular and research needs of faculty and students in the following disciplines: American and English Language and Literature, Art History and Studio Art, Cinema, Classics, Theater, Linguistics, and Comparative Literature. Maintains liaison and cultivates strong working relationships with the above departments. Responsible for the preparation and justification of budget requests as well as for the disbursement of acquisitions allocations. In response to changing needs suggests modifications in collection development policies, procedures and operations in Lockwood Library. Keeps aware of library system-wide collection development matters, and of national and regional trends in networks, resource sharing and cooperative acquisition. Participates in preservation and other collection management projects in areas of responsibility.

Qualifications: ALA-accredited MLS as well as advanced studies and/or degrees in at least one of the areas of responsibility, a minimum of three years of collection development experience in an academic or research library, conversant with languages necessary for performance of duties in the relevant subject fields, and excellent written and oral communication skills are required. Evidence of scholarly contributions, some teaching or bibliographic instruction background and demonstrated interest in modern and contemporary art and literature are preferred.

Salary: \$25,000 or higher commensurate with qualifications; Faculty status at the rank of Senior Assistant Librarian/Associate Librarian.

Send letter of application and resume including the names of at least three references to:

M. E. State
Assistant to the Director for Personnel
University Libraries
SUNY/Buffalo
432 Capen Hall
Buffalo, NY 14260

An EO/AA and Title IX employer. Ethnic minorities and women are encouraged to apply.

Technical Library has a staff of 39 (15 professionals) and a collection containing 12,000 books, 45,000 bound journals, and 1,500 current periodical subscriptions. The Upjohn Company, a research-based pharmaceutical company, produces and supplies human health care products and services, chemicals and agricultural specialties. Company headquarters are located in Kalamazoo, a medium-sized, southwestern Michigan university city with excellent cultural/re-

creational opportunities. The Upjohn Company is an equal opportunity, affirmative action employer. Salary: \$29,500+ depending on experience. Date needed: Immediately. Send resume to Ruth Morris, Head, Technical Services and Library Systems, Corporate Technical Library, The Upjohn Company, Kalamazoo, MI 49001; (616)385-5661.

LATE JOB LISTINGS

ACQUISITIONS DEPARTMENT, Assistant Head. Heads combined pre-order/pre-catalog bibliographic search section with 10 full-time staff utilizing NOTIS online automated system. Excellent opportunity to gain extensive supervisory and managerial experience. Frequent contact with selectors and Catalog and Serials Departments. Qualifications: ALA-accredited MLS; working knowledge of a major European language; two years professional experience in technical services; demonstrated ability to supervise. Salary: \$20,000-\$22,500. Send letter of application and resume, including names of three references, by December 1, 1985, to Lance Query, Director of Library Research, Analysis and Personnel, Northwestern University Library, 1935 Sheridan Road, Evanston, IL 60201. An EEO/AA employer.

ASSISTANT ARCHIVIST/LIBRARIAN, McNeese University. To help process archival collections, assist in oral history project, make presentations to local organizations, assist in general reference activities. Must have experience in archival administration, either through actual work or certification in archival administration, either an ALA-accredited MLS or Masters in history. Some experience in oral history interviewing and basic knowledge of preservation/conservation techniques is desirable. Twelve month appointment with academic rank. Flex scheduling possible to allow individual development. Minimum salary \$17,500. Deadline for application is December 15. Send resume, names of 3 references to: Richard H. Reid, Director of Library Services, McNeese University, Lake Charles, LA 70609. McNeese University is an affirmative action, equal opportunity employer.

ASSISTANT MANAGEMENT AND ECONOMICS LIBRARIAN. Requirements: MLS (ALA-accredited). Minimum of 2 years of professional academic reference experience in the social sciences. Desired qualifications: Reference experience requiring a knowledge of traditional, as well as computer-based bibliographic, numeric, and full text sources, in the social sciences; familiarity with the literature of business/management and economics; an ability to develop student information literacy skills via in-class bibliographic instruction, as well as end user training; some knowledge of technical services regarding acquisition and cataloging of serials; supervisory experience; an advanced degree in a related subject field would strengthen an applicant's candidacy. Shares in management and operational responsibilities and participates in planning for, and implementation of, new programs and services. Participates in delivery of an active program of reference, orientation and bibliographic instruction emphasizing acquisition of data gathering skills at both undergraduate and graduate levels. Serves as liaison on serials with centralized acquisition and cataloging departments. This position involves supervisory responsibilities. Members of the Library faculty must meet Purdue University requirements (excellence in librarianship, publishing, research, and service) for promotion and tenure. Faculty status and responsibilities. Rank commensurate with education and experience. 12 month appointment with annual vacation of 22 days. Group life, major medical, and disability insurance plans are in effect as are TIAA-CREF and social security. Salary: \$18,000 and up depending upon qualifications. Application deadline: December 15, 1985. Send resume and list of references to Thomas L. Haworth, Personnel Officer, Libraries, Stewart Center, Purdue University, West

Lafayette, IN 47907. An Equal Opportunity/Affirmative Action Employer.

BIOLOGY/CHEMISTRY LIBRARIAN. Carnegie-Mellon University Libraries. A member of the staff of the Engineering and Science Division of the University Libraries serving the faculty, students and staff of the Carnegie Institute of Technology, the Mellon College of Science and the Mellon Institute. Responsibilities include: management of the Mellon Institute library; general and specialized reference service utilizing printed and online sources; library instruction; faculty liaison and collection development; supervision of Interlibrary Loan services in the Mellon Institute Library. Carnegie-Mellon is seeking an innovative and creative librarian with a desire to share in the development of the application of computer technologies in libraries. The Carnegie-Mellon University Libraries use central computer systems and distributed microcomputers extensively. The LS/2000 system (OCLC) has been installed, with the online catalog now available. A model of the Electronic Library is being developed as part of the University's plan for distributing computing resources and services in the campus network. Qualifications: MLS (ALA-accredited); effective reference, instructional, and bibliographic skills; knowledge of and/or experience with online database searching; understanding of the process of scientific communication; and, effective interpersonal, verbal, and written skills. Coursework in chemistry or biology or experience working with scientific and engineering information preferred. Salary: \$17,000 and up depending on qualifications and experience. Send letter of application, resume, and the names of three references to: Administrative Services, Hunt Library, Carnegie-Mellon University, Schenley Park, Pittsburgh, PA 15213. Precedence given to applications received by December 1, 1985. Position available immediately. CMU is an equal opportunity, affirmative action employer.

BUSINESS LIBRARIAN. Provides specialized research and reference services in the fields of management and economics; is responsible for the development of the collection in management and economics and in other assigned subject areas; provides general reference and research services; conducts computer database searches in all fields as necessary for reference service; participates in general collection development activities. Required: Accredited MLS; an undergraduate degree in business, economics, or other social science field or graduate training in these areas (equivalent experience may be acceptable); evidence of professional development, including additional course work, membership in professional societies, publications, or scholarly contributions to the library profession; three to five years experience in a business or economics library or in an academic library serving these subject fields; two years experience in reference work; training and experience in computer database searching; training and experience in reference and user instruction. Salary: Hiring range \$18,220-\$23,085. Send resume and names of three current references to: Karen K. Griffith, Personnel Librarian, Case Western Reserve University Libraries, 11161 East Boulevard, Cleveland, OH 44106, by December 15. An equal opportunity, affirmative action employer.

CATALOGER, Affiliate, Assitant or Associate Librarian. Under the direction of Head of Catloging Department, responsible for general original cataloging of monographs in humanities and social sciences using Anglo-American Cataloging Rules, 2d ed., Library of Congress Classification and Subject Headings, and the OCLC Cataloging Subsystem. Required: master's degree from ALA-accredited library school; facility in at least two West European languages; knowledge of Anglo-American Cataloging Rules, 2d ed., MARC formats, Library of Congress classification and subject headings, current developments in cataloging, OCLC Cataloging Subsystem; ability to deal with materials on a variety of subjects,

solve problems, work with great attention to detail; ability to communicate effectively both orally and in writing in English, to work well independently and with a wide variety of people, and to meet responsibilities and requirements of tenure-track position. Preferred: working knowledge of one of the following languages: a Scandinavian language, Latin or Greek (ancient and/or modern); knowledge of name authority procedures of the Library of Congress; and previous cataloging experience. Salary dependent on qualifications and experience. Minimum \$16,000. Fringe benefits include vacation of 22 working days; Blue Cross/ Blue Shield, major medical; group life insurance; TIAA/CREF annuity plan. Available date: immediately. Closing date for applications: no earlier than November 30, 1985. To apply, send letter of application and names of four references to: Anne Rimmer, Personnel Librarian, Indiana University Libraries, Bloomington, IN 47405; (812) 335-3403. EEO/AEE.

DIRECTOR OF UNIVERISTY LIBRARIES, Mercer University Atlanta. Search and application deadline extended. Responsible for coordination and planning of library services at both Downtown and Northeast campuses. Also director of Swilley Library on Northeast campus (new building 1983). ALA-accredited degree in library science and six years experience in academic library expected. Preference given to candidates who also present a graduate degree in a discipline of the arts and sciences. Responsibilities emphasize leadership in promoting effective use of library resources in an instructional program and initiative in an aggressive program of library development. Candidates expected to be supportive of educational mission of Mercer University Atlanta as a strong, comprehensive church-related university with a strong emphasis on traditions of liberal education. Salary range: \$31,000-\$42,000. Submit applications with names of three references to: Office of the Provost, Mercer University Atlanta, 3001 Mercer University Drive, Atlanta, GA 30341. Application deadline January 1, 1986.

INFORMATION SERVICES LIBRARIAN, Archibald Stevens Alexander Library. (Search reopened; position previously announced as APP 95.) Available: immediately. Under the direction of the Head of Public Services, provides information services in general reference and government publications to Rutgers University community and public. Responsibilities include classroom instruction in use of library and bibliographic resources. Candidate should be conversant with new technology and media. Active contact with Rutgers community and liaison with assigned academic departments required. Collection development in reference expected. Evening and weekend work required. MLS required from accredited library school. Reference/documents experience in academic or research library, experience in bibliographic instruction and database searching. Competency in Western European foreign languages desirable. Additional advanced degree(s) in humanities or social sciences preferred. Minimum two years relevant experience in an academic setting. \$20,668 or \$25,182 minimum, dependent upon experience and qualifications. Faculty status, calendar year appointment, TIAA/CREF, life/health insurance, 22 days vacation, tuition remission, prescription drug/dental/eyeglass reimbursement plans. Submit resume and three sources for current references by December 1, 1985, to Alfrida Phillips (APP 102), Personnel Assistant, Alexander Library, New Brunswick, NJ 08903. An equal opportunity, affirmative action employer.

MARKETING LIBRARIAN. The NOTIS Office of Northwestern University Library has three positions available in promotion and marketing. This team of people will be responsible for providing information to prospective users of NOTIS (Northwestern's IBM-based total, integrated library system). Responsibilities include: (1) responding to inquiries; (2) arranging and performing

demonstrations at libraries, conferences, and at NUL; (3) creating advertising and promotional literature; (4) compiling responses to RFP's and RFI's from institutions. One of the three positions is the manager of the group. The salary range for the manager's position is \$32,000 to \$50,000, depending on qualifications, plus a bonus for new contracts. The other two positions are Marketing Librarians, who report to the Manager. The salary range is \$22,000 to \$35,000, depending on qualifications, plus a bonus for new contracts. Requirements for all three positions include an MLS from an accredited library school, one year of experience in an academic library (or equivalent), experience with an automated library system, and a willingness to relocate to the Chicago area. Experience in giving presentations is desirable. Positions require some travel. Send letter of application and resume as soon as possible to Jane Burke, NOTIS Office, Northwestern University Library, 1935 Sheridan Road, Evanston, IL 60201. Feel free to call with questions about the position: (312)491-7004. An EEO/AA employer.

PROGRAM OFFICER, RESEARCH LIBRARIES GROUP. Responsible for the design and management of programs and projects under the aegis of the Research Libraries Group's Research Information Program. The program is broadly charged with making available to the university community the information resources--bibliographic, demographic, biographic, geographic, etc.--upon which scholarship and research depend. Requires: advanced degree in an academic discipline and/or MLS; minimum 3 years experience working in a research library or in university administration or teaching at college level or combination of these. Salary: \$29,808-\$39,024. To apply: send a letter of application, resume, and a list of three references (including addresses and phone numbers) to: Leslie Hume, Associate Director of Program Coordination, Research Libraries Group, Inc., Jordan Quadrangle, Stanford, CA 94305. An equal opportunity employer through affirmative action.

PUBLIC SERVICES LIBRARIAN, McNeese University. To help develop and maintain serials collection. Also participates in general reference services including library instruction. Must have ALA-accredited MLS. Twelve month appointment with academic rank. Flex scheduling possible to allow individual development. Minimum salary \$17,000, competitive and negotiable based on experience and qualifications. Lake Charles offers year-round outdoor recreation and is convenient to Houston, New Orleans, and Gulf. Deadline for application is December 15. Send resume, names of 3 references to: Richard H. Reid, Director of Library Services, McNeese University, Lake Charles, LA 70609. McNeese University is an affirmative action, equal opportunity employer.

REFERENCE LIBRARIAN-BUSINESS. Camden Arts and Sciences Library. Available: May 4, 1986. General reference service in all subject areas, with specific emphasis on business, economics, statistical sources and other science disciplines. Collection development responsibility in business and economics. Some database searching and bibliographic instruction. Shared reference schedule evenings and weekends. MLS required from accredited library school. Background in business highly desirable; may include progress towards MBA, experience in specialized business libraries, and/or other specialized work experience leading to familiarity with business information sources. Two years academic or public library business reference experience, including database searching. \$20,668 minimum dependent upon experience and qualifications. Faculty status, calendar year appointment, TIAA/CREF, life/health insurance, 22 days vacation, tuition remission, prescription drug/dental/eyeglass reimbursement plan. The Camden Arts and Sciences Library is a unit of the University Libraries of Rutgers the State University of New Jersey and is located directly across the Delaware River from center-city Philadelphia. Submit resume and three sources for current references by

December 1, 1985, to Alfrieda Phillips (APP 103), Personnel Assistant, Alexander Library, Rutgers University, New Brunswick, NJ 08903. An equal opportunity, affirmative action employer.

REFERENCE MANAGER. Responsibilities include overall management of the Reference Department. 3.5 FTE librarians, 1 FTE support staff. Recommendation, implementation and documentation of policies; supervision; staff development; and participation in all reference services. Requirements: MLS; degree or substantial background in clinical or life sciences; minimum 3-5 years experience in health sciences reference; competent online search analyst; demonstrated supervisory experience; evidence of strong interpersonal skills and organizational ability. Must be able to work in a complex environment with a demanding user population. Experience with microcomputer or integrated system desirable. The successful candidate must be highly service-oriented, complement the qualities of the existing team of experienced specialists, enjoy a strong team spirit, and be an effective leader. Salary level: \$30,000. Submit resume listing three references to: Valerie Su, Deputy Director, Lane Medical Library, Stanford University Medical Center, Stanford, CA 94305; (415)497-6831. EO/AAE.

SERIALS CATALOGER. Catalog and classify serials in all subject areas and Western European languages. At least two years experience with AACR2, LC Classification and Subject Headings, and RLIN cataloging system required. Reading knowledge of at least two Western European languages; MLS (ALA-accredited); additional master's degree needed for tenure. Faculty status, TIAA/CREF, five weeks annual vacation, \$23,000 minimum. To ensure consideration, send resume and letter of application, including the names, addresses, and telephone numbers of three references by November 30, 1985, to: Connie Colter, Personnel Officer, New York University Libraries, 70 Washington Square South, New York, NY 10012. New York University is an equal opportunity, affirmative action employer.

TECHNICAL SERVICES LIBRARIAN. Lane Medical Library is seeking a Technical Services Librarian for a new position in a dynamic division of 11+ FTE. The successful candidate will work closely with other Technical Services Librarians in phasing in an integrated library system. Human relations skills, supervisory skills, team spirit, and an analytical approach to problem-solving is needed. Experience in cataloging is necessary with emphasis in the MARC formats, AACR2, RLIN or other automated shared cataloging systems, MeSH, serials, and bibliographical and holdings formats. An understanding of the interrelationship between acquisitions, cataloging and serials is necessary. Familiarity with life sciences, working knowledge of one or more foreign languages, experience with microcomputer or integrated library system is desirable. An MLS is required. Salary range: \$23,568-\$26,136. Submit resume listing three references to: Dick Miller, Systems Librarian/Head of Technical Services, Lane Medical Library, Stanford University Medical Center, Stanford, CA 94305; (415)497-6585. EO/AAE.

HEAD ACQUISITIONS LIBRARIAN. Responsible for efficient acquisitions of all monographs and serials under the general direction of the Associate Director for Technical Processing. In cooperation with librarians/bibliographers, assists in building the library collections and may participate in the liaison program, depending upon qualifications. Master's degree from ALA-accredited library school required; second master's degree encouraged. Six years of academic acquisitions experience in a department that included all materials acquisitions; familiarity with domestic and foreign vendors; four years supervisory experience; experience in use of automation; ability to adapt to organizational change in a dynamic environment. Salary: \$25,000-\$30,000.

Standard benefits package including 88% of Social Security paid for first \$16,500 of salary; choice of retirement programs including TIAA-CREF; 14 state holidays; no state or local income tax. Texas Tech University is one of five comprehensive state universities in Texas with an enrollment of 24,000. It is located in Lubbock, Texas, a commercial center for the area and metropolitan population of 225,000. The library has 1.1 million volumes and a materials budget of \$1.5 million. Planning for an online catalog is underway. Send letter of application, resume, names and addresses of three references, and a one page statement of the role of an acquisitions department in an academic library to: E. Dale Cluff, Director of Libraries, Texas Tech University Library, Lubbock, Texas 79409. Application deadline: November 30, 1985. Position available immediately. Direct inquiries to Gisela Webb, Assistant Director of Libraries for Personnel Services, TTU Library, Lubbock, Texas 79409. (806) 742-2258.

RARE BOOKS/SPECIAL COLLECTIONS LIBRARIAN. Responsible for library and archival work in the administration and maintenance of the Rare Books/Special Collections area of the University Library. Reports to Associate Director for Special Collections. Supervises one half-time employee and student assistants. Excellent opportunity to participate in the development of a growing collection that emphasizes English literature and history of science. Master's degree from ALA-accredited library school required; special emphasis in rare books or archival administration preferred. Salary: \$17,500 minimum. Standard benefits package including 88% of Social Security paid for first \$16,500 of salary; choice of retirement programs including TIAA-CREF; 14 state holidays; no state or local income tax. Texas Tech University is one of five comprehensive state universities in Texas with an enrollment of 24,000. It is located in Lubbock, Texas, a commercial center for the area and metropolitan population of 225,000. The library has 1.1 million volumes and a materials budget of 1.5 million. Planning for an online catalog is underway. Send letter of application, resume, names and addresses of three references to: E. Dale Cluff, Director of Libraries, Texas Tech University Library, Lubbock, Texas 79409. Application deadline: November 30, 1985. Position available immediately. Direct inquiries to Gisela Webb, Assistant Director of Libraries for Personnel Services, TTU Library, Lubbock, Texas 79409. (806) 742-2258.

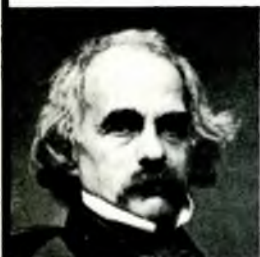
REFERENCE LIBRARIAN. Search reopened. Applicants should have a MLS (ALA-accredited), and some experience performing reference work. Applicants should be innovative, and capable of taking a leading role in the development of public services, including bibliographic instruction. Will include online searching and government documents work. \$16,000-\$17,500 depending on qualifications. Send resumes with names of three references by November 22, 1985, to James Nichols, Library Director, Wilmington College, Box 1227, Wilmington, OH 45177.



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