

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 \$9.50 per line for institutions that are ACRL members, \$11.50 for others. Late job notices are \$22.00 per line for institutions that are ACRL members, \$26.75 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$435 to \$820 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&rlnew2.html>. Ads will be placed approximately 2–3 weeks before the printed edition of C&RL News is published.

Contact: Christopher Becker, 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&rlnewsads@ala.org.

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

BOOKS BOUGHT AND SOLD

LAW BOOKS WANTED: Clear up valuable shelf space and make money too. Buying official state reports for all 50 states. Call National Law Resource. We pay top dollar, plus provide you with free boxes, and arrange and pay for shipping. Phone: (800) 886-1800. Fax: (312) 382-0323.

POSITIONS OPEN

ASSISTANT DIRECTOR OF THE LIBRARY. Library & Information Technology Department. Hours: 9:00 a.m.–5:00 p.m., some evenings. Responsibilities: Oversee and direct user services; direct and participate in research assistance to library users, including assistance with print, CD-ROM, online, Internet, and microfilm resources; oversee and participate in bibliographic, research, database searching, and other information skills instruction; direct and create print and electronic bibliographies, guides, and research aides. Oversee and develop library Web pages; oversee and participate in evaluating and selecting materials, weeding of materials, and ongoing integration of emerging information technologies with traditional reference sources. Supervise and train Reference Department librarians and staff. Supervise circulation assistant, responsible for overall operations of Circulation Department. Supervise Serials and Reference Assistant, responsible for operations of the Serials Department; oversee the quality of circulation and serials services. Assist director in administrative duties, other duties as assigned. This professional staff position reports to the Director of Library and Information Services. Qualifications: ALA-accredited MLS degree with five years of progressive responsibility. Must show demonstrated leadership skills and experience in supervising professional librarians, possess excellent interpersonal skills, be customer service-oriented, have excellent oral and written communication skills and good bibliographic instruction skills. Knowledgeable of academic library resources and their application to University curriculums, MS Office, FrontPage, library systems (Innovative Interfaces preferred), CD-ROMs, FirstSearch and Internet skills. Demonstrated flexibility and stress management skills, willingness to undertake new projects and responsibilities. Must understand and support the mission of Franciscan University. Direct all inquiries to: Jerry Hickey, Director of Human Resources, Starvaggi Hall, **Franciscan University of Steubenville**, Steubenville, OH 43952; or e-mail to: lloizzo@franuniv.edu.

ASSISTANT LIBRARIAN. Leo Dehon Library of Sacred Heart School of Theology is seeking an Assistant Librarian. The position is available immediately. Located close to Milwaukee, Wisconsin, Sacred Heart School of Theology is the largest Roman Catholic seminary specializing in second-career vocations to the priesthood. It also has a Master of Arts program for those preparing for other ministries in the church. It is accredited by both ATS and NCA. The SHST community includes about 150 students and 65 faculty and staff. The institution is a member of the SWITCH library consortium. The library collection consists of approxi-

Salary guide

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

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

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

+Salary minimums for public librarians only.
#Option for local formula.

**RESOURCE SERVICES
LIBRARIAN FOR
BUSINESS, MANAGEMENT AND
ECONOMICS**

In recognition of the new MBA program and the Division of Business and Management's renewed emphasis on academic rigor, the Milton S. Eisenhower Library is seeking an energetic and dynamic librarian to be a Resource Services Librarian for Business, Management and Economics.

RESPONSIBILITIES: As the primary public services information professional working with the Division of Business and Management in the School of Professional Studies in Business and Education and the Dept. of Economics in the School of Arts and Sciences, the Resource Services Librarian is responsible for providing the full range of reference, collection development and instructional services to facilitate the work of faculty, students, and staff. Includes cultivating and maintaining strong relationships with faculty and students, managing the materials funds for these departments, selecting traditional and electronic resources and resources in all formats including videos and data sets, providing subject-related reference and instructional services, communicating effectively to facilitate awareness of resources and services, and developing Web-based resources. A high level of interaction between faculty and students and the librarian is essential.

Serves as a member of the Resource Services Department which includes providing reference via the research consultation or Brandeis model, participating in departmental activities, working with library groups within the Eisenhower Library and across the Hopkins system. The librarian acts as the point person at Eisenhower Library when the off-campus center librarians need assistance with business, management, and economics materials or when they refer remote patrons with pertinent questions.

The librarian will also monitor the needs of "corporate university" programs which provide courses at corporate sites, expanded offerings in electronic commerce, and increased interest and use of business and financial data sets.

MINIMUM QUALIFICATIONS: MLS from an ALA-accredited library school; two or more years of experience in a library, commitment to quality, client-centered services, and willingness to work a flexible schedule including some evenings and weekends.

PREFERRED QUALIFICATIONS: Advanced degree in business or economics or extensive experience serving a similar user population highly desired, experience with delivering library services to adult and distant students, demonstrated ability to conduct seminars and instructional programs, ability to work flexibly and creatively in a changing environment, two to three years of reference or collection development experience, knowledge of the Internet and the Web, experience with selecting and providing access to data sets, and ability to design and create Web sites and pages.

APPROXIMATE STARTING SALARY: \$38,357-\$48,102. Excellent benefits including tuition remission in a smoke free/drug free environment.

DEADLINE FOR APPLICATION: Review of resumes will begin immediately and continue until the position is filled. For consideration, send your application, résumé, and names of three references indicating Job # S00-6188 to:

**Johns Hopkins University
Homewood Human Resources
119 Garland Hall
Baltimore, MD 21218
Fax: (410) 516-2314**

AA/EOE

mately 95,000 printed volumes and 13,000 audiovisual items. Responsibilities: Perform copy and original cataloging of library materials in all formats, including assigning modified Dewey classification numbers and Catholic subject headings. Perform catalog maintenance. Continue retrospective conversion of the collection. Manage serials and bindery preparation. Reference assistance. Faculty responsibilities. Participate in consortium user groups for Cataloging and Serials. Other duties as assigned. Requirements: MLS or equivalent degree from an ALA-accredited library school. Ability to work in consortial atmosphere, and with adult students. Knowledge of computer applications in libraries and educational settings. Good communication skills (written and verbal). Preferred Qualifications:

Knowledge of OCLC and Innovative Interfaces. Familiarity with Catholic religion and theological scholarship. At least one year's experience employing MARC format and AACR2 (Rev.). Competitive salary and benefits. Applications will be accepted until the position is filled. Please send your letter of application, résumé, and the names and contact information of professional references to: Director of Personnel, **Sacred Heart School of Theology**, P.O. Box 429, Hales Corners, WI 53130-0429.

ASSISTANT MANAGEMENT AND ECONOMICS LIBRARIAN. Responsibilities: Develops and coordinates reference services provided by three librarians and two reference assistants to offer excellent individual



DEAN OF LIBRARIES & MEDIA SERVICES

Kent State University invites applications and nominations for the position of Dean of Libraries & Media Services (LMS) with the expectation of a July 1, 2000 appointment. Kent State University is a Carnegie Research II institution offering nearly 170 baccalaureate majors, 37 master's programs, and 20 areas of doctoral study. The Dean is the chief administrative and academic officer for the University's integrated eight-campus Libraries and Media Services system. The Libraries are a member of the Association of Research Libraries and a founding member of OCLC and OhioLINK. Media Services includes instructional graphics, video production, classroom technology, a student multimedia studio, and a significant media collection. The Libraries are committed to an active, University-wide instruction program. The University has made large investments in network and computing technologies in the past three years. Recent technology initiatives include an electronic reserves program, beta testing of Innovative Interfaces Advanced Keyword (AltaVista) Searching module, and extensive use of RLG's Ariel document delivery software.

The Dean coordinates library services and collection management, advises executive officers on budgetary and service issues, supports local implementation of information technology initiatives and OhioLINK consortial efforts, serves as an advocate to external constituencies, and directs external fundraising and grant initiatives. The successful candidate will supervise 22 tenure-track librarians, 31 administrative contract employees, and 48 classified staff. The Dean oversees a budget of more than 8 million dollars, reports directly to the Provost, and is a member of the Deans' Council.

Applicants must hold a master's degree from an accredited American Library Association program. An additional advanced degree at the master's or doctoral level is strongly preferred. The successful candidate will have a scholarly record appropriate for appointment as a tenured full professor, significant administrative experience managing a complex research library, and knowledge of developments in information technology. The candidate will demonstrate a commitment to diversity, consensus building, and collegial processes.

Salary is competitive and commensurate with qualifications and experience. **Review of applications will continue until the position is filled.** To apply, applicants should send a letter highlighting qualifications for this position, résumé, and the names, phone numbers, and e-mail addresses of three (3) or more references to:

Dr. Diedre L. Badejo
Chair, Search Committee
Dean of Libraries and Media Services
Office of the Provost
Kent State University
P.O. Box 5190
Kent, OH 44242-0001
<http://www.library.kent.edu/planning/dean>

Equal Opportunity/Affirmative Action Employer

assistance with the goal of fostering patron self-sufficiency. Supervises 1.5 FTE support staff. Expands reference service by integrating new technologies into the service and by applying new technologies to the delivery of services. Contributes to growing information literacy program for economics, management, and for campuswide users of business sources, including course-related lectures, a credit course, and development of interactive Web-based tutorials. Participates in collection development and faculty liaison with special responsibilities in economics and agricultural economics. Participates in planning activities of Management & Economics Library and the Libraries. Participates in collaborative activities within the Social Sciences and Humanities Cluster of libraries. Reports to Management & Economics Librarian. Members of the libraries faculty must meet Purdue requirements for promotion and tenure. Requirements: ALA-accredited MLS. Bachelor's or advanced degree in economics, business, or related field, or demonstrated knowledge of economics and management literature through combination of educational background and experience. Desired Qualifications: Two years' recent reference experience in management or economics field providing individual assistance and instruction in accessing and interpreting print and electronic sources. Vision and leadership to develop and expand reference and information management consultation services. Effective oral, written, and interpersonal communi-

cation and presentation skills. Strong service orientation. Salary: \$32,000 and up depending upon qualifications. Status and Benefits: Rank of Assistant Professor. Twelve-month appointment with annual vacation of 22 working days. Flexible benefits programs with open enrollments annually. Group life, medical, and disability insurance programs are in effect as are TIAA-CREF retirement and Social Security coverage. Application Process: Send statement of interest, résumé, and a list of references to: Thomas L. Haworth, Personnel Officer, 1530 Stewart Center, **Purdue University**, West Lafayette, IN 47907-1530. Review of applications will commence June 1, 2000, and continue until position is filled. Libraries home page may be viewed at: <http://www.lib.purdue.edu/>. An equal opportunity, affirmative action employer.

CATALOGING LIBRARIAN. Head of cataloging and management of bibliographic control functions of the DRA integrated library database. Twelve-month, tenure-track, instructor/assistant professor position. Coordinates and evaluates cataloging activities, supervises five FTE support staff, performs complex searching, original cataloging, database management, classification, and subject analysis in keeping with national bibliographic standards and best practices. Participates in occasional weekend reference rotation, assumes collection development responsibili-



DISTANCE EDUCATION LIBRARIAN

The Sheridan Libraries of Johns Hopkins University (Baltimore, MD) and Regents College (Albany, NY) have launched a new program to provide electronic library services to the College's nationally dispersed undergraduate and graduate student body, faculty, and staff. This nonprofit, fully accredited college, with programs in business, nursing, liberal arts, and technology, has long been a national leader in the provision of distance-based learning for adult part-time students. The Sheridan Libraries will provide a full suite of largely Internet-based services from their facilities in Baltimore. This program will promote high service standards and provide an innovative national model.

The Sheridan Libraries seek a highly motivated and dynamic individual to act as the primary public services librarian for Regents College Virtual Library. The librarian will understand the work of a nontraditional college and a virtual library service and will cultivate and maintain good working relationships with the college community. This librarian will provide telephone and e-mail reference; instructional services using online tutorials, Web and print documents, and chat sessions; maintain and further develop a virtual library Web site which will include discipline-specific information resources and links to publicly accessible and licensed electronic resources; select electronic resources to support the college's educational goals and manage the materials budget; and evaluate resources and services on an ongoing basis. In addition, this individual may be called upon to train support staff in document delivery services as necessary. This librarian will be a member of the Sheridan Libraries Electronic and Distance Education Program and will play an active role in shaping services to distant users of academic libraries.

QUALIFICATIONS: MLS from an ALA-accredited library school with 2+ years' experience in reference service in a library; ability to develop and maintain, via the Web, instructional and orientation programs for students in the use of a virtual library's resources and services; understanding of delivering reference services in a distributed environment; advanced knowledge of library information systems and services; in-depth knowledge of Internet and the Web; understanding and experience in collection development; commitment to quality user services; excellent communication skills; must be able to work collaboratively; willingness to work flexible schedule. Preferred: Knowledge of HTML and creation of Web pages highly desirable.

APPROXIMATE STARTING SALARY: \$35,434–\$45,179. Excellent benefits including tuition remission in a smoke-free/drug-free environment.

DEADLINE FOR APPLICATION: Review of résumés will begin immediately and continue until the position is filled. For consideration, send your application, resume, and names of three references indicating Job # S99-6470 to:

**Johns Hopkins University
Homewood Human Resources
119 Garland Hall
Baltimore, MD 21218
Fax: (410) 516-2314**

AA/EOE

ties for assigned subject areas, serves on library teams and participates in other professional scholarly activities in keeping with university faculty guidelines. Required: ALA-accredited master's degree. Knowledge of AACR2, LCSH, LC classification schedules, MARC formats. Preferred: A minimum of two years of recent cataloging experience using OCLC and an online integrated library system in an academic or public library. Desired: Supervisory experience. Experience with cataloging a variety of information formats, including serials and electronic resources. Faculty rank and salary dependent upon qualifications and experience. Applications accepted until position is filled. Send cover letter, vita, names/addresses/telephone numbers/e-mail addresses of three references to: Janice Lange, Assistant Director, Newton Gresham Library, **Sam Houston State University**, Huntsville, TX 77341-2281. The library's homepage is: http://www.shsu.edu/~lib_www/. SHSU is an EEO/AAP employer.

CURATOR OF MANUSCRIPTS. (Librarian IV) The Sheridan Libraries of the Johns Hopkins University are seeking leadership for the non-book collections in its Special Collections Department. Reporting to the Curator of Special Collections, the successful candidate will develop and oversee the collections of historical and literary manuscripts, university archives, sheet music, and architectural drawings held in the Milton S. Eisenhower

Library, the John Work Garrett Library, and the George Peabody Library. The duties include: developing the collections; promoting use of the collections through teaching classes, preparing exhibits, writing articles, identifying collections for digital projects, and maintaining the departmental Web site; overseeing preservation of paper-based collections by developing strategies and setting priorities; overseeing staff providing reference and processing for non-book collections; and assisting at the departmental reference desk. The duration of this position is three years. For more information about Special Collections and the Sheridan Libraries see: <http://archives.mse.jhu.edu:8000>. Requires MLS from an ALA-accredited school and advanced degree in a humanities subject area; 5+ years' experience in a special collections library setting; experience with collection development in a special collections library; experience with in-depth analysis of primary source materials in light of current academic research trends; ability to conduct classes and instructional programs in the use and interpretation of primary source materials; experience with the creation and use of digitized primary source materials; familiarity with online manuscripts systems as well as EAD and Web site creation tools; experience planning and implementing outreach programs such as publications, exhibits, and lecture programs; familiarity with preservation issues related to paper-based collections; supervisory experience; excellent communica-

LIBRARY SYSTEMS OFFICER

Northeastern University Libraries

Northeastern University Libraries invites applications and nominations of individuals with vision, leadership ability, and a collaborative spirit for the position of Library Systems Officer. The successful candidate will have the opportunity to lead the Libraries in the implementation of a next-generation library management system, and to plan and develop innovative programs to integrate technology to enhance library services.

RESPONSIBILITIES: Provide leadership for the administration, planning, and assessment of the Libraries' information technology services and programs, including the integrated library system (NULIS), desktop applications, hardware, software, and telecommunications. In collaboration and coordination with campuswide network services, manage network services for the Libraries including local area networks, Intranets, Web-based and other Internet services. Administer the Systems Department responsible for the installation, operation, and maintenance of the integrated library system. Analyze issues, and participate in policy and budget formulation and operational decisions regarding the Library's use of information systems and technologies. Provide leadership for the technical development of the Library Web site. Negotiate contractual and license agreements and ensure compliance. Analyze and evaluate systems performance and functionality. Participate in collaborative systems and IT efforts within the University and library consortia and other organizations.

SETTING: Northeastern, an urban Carnegie Research II institution, is student focused and dedicated to a cooperative education/experiential learning model. A diverse student body of 16,000 undergraduates and 4,000 graduate students is enrolled in seven undergraduate colleges, nine graduate and professional schools, and two part-time undergraduate divisions. There also are active continuing education and distance learning programs. The Library holds membership in OCLC/NELINET, the Coalition for Networked Information Task Force, the Boston Library Consortium, and the Boston Regional Library System, and is a Commission on Preservation and Access sponsor. Visit the Library's Web site for more information: <http://www.lib.neu.edu/>.

QUALIFICATIONS: Bachelors' degree required; ALA-accredited master's degree in library science preferred; advanced certificates or degree in computer/information science desirable. At least 5 years' demonstrated successful experience in the management of integrated library systems and electronic information resources in academic libraries. Demonstrated knowledge of networked learning environments, and Web-based and Internet resources and tools. Knowledge of trends and issues in academic libraries, higher education, scholarly communication, and emerging technologies. Experience with networked desktop computing hardware and software applications, servers, and UNIX and NT operating systems. Ability to clearly and effectively communicate technical information orally and through written documentation to individuals with varying expertise and understanding. Ability to work internally and externally with a wide variety of individuals at all levels. Strong service orientation and a commitment to staff development. Demonstrated commitment and sensitivity to diversity in the workplace. Excellent planning, analytical, communication, supervisory, project management, and organizational skills.

SALARY: Competitive, commensurate with qualifications and experience. Excellent benefits package.

Review of applications will begin **May 22, 2000**, and continue until the position is filled. Please send letter of application, résumé, and the names of three references to:

Carol Chamberlain
Associate Dean, Technical Services and Systems
Northeastern University Libraries
320 Snell Library
360 Huntington Avenue
Boston, MA 02115

Northeastern University is an affirmative action, equal opportunity employer, and especially welcomes applications from minorities, women, and persons with disabilities.

tion and interpersonal skills. Send résumé and cover letter indicating Job #S00-6183 to: **Johns Hopkins University**, Homewood Human Resources, 119 Garland Hall, Baltimore, MD 21218; or fax to (410) 516-2314. Approximate starting salary range: \$39,740–\$50,668. We offer excellent benefits including tuition remission in a smoke-free/drug-free environment. AA/EOE. www.jhu.edu.

DEAN OF LIBRARY SERVICES. The University of Nebraska at Omaha, a comprehensive metropolitan university, invites applications and nominations for the position of Dean of Library Services. The Dean of Library Services reports to the Vice Chancellor for Academic Affairs and serves on the Chancellor's Council and the Dean's Forum. The University Library has a staff of 15 faculty, 38 staff, and 50 student assistants. The Learning



Associate Dean of Libraries

RESPONSIBILITIES: The Associate Dean assists the Dean of Libraries in library operations, facilities planning, and personnel matters; collaborates with the Directors of Public Services, Knowledge Access Management, Collection Development & Management, Librarian Certification Program, and Special Collections and the branch library heads to accomplish their goals; serves as Acting Dean of Libraries in the absence of the Dean; and represents the library on behalf of the Dean as needed. More specifically, the Associate Dean of Libraries has primary operational responsibility for: financial administration including budget preparation, purchasing, and authorizing/monitoring/analyzing expenditures; human resources administration including training, compliance with Federal, State, and UNLV requirements, appropriate position classifications for non-faculty employees, disciplinary hearings, etc.; physical plant administration to ensure a safe and pleasant environment that supports work and study; assessment activities including assessing service delivery and "best practices" for library operations [process review activities, etc.]. Positions reporting directly to the Associate Dean include the Building Manager, Accounting Specialist, Management Assistant II, and Program Assistant.

QUALIFICATIONS: ALA accredited MLS or equivalent required; additional advanced degree preferred. Significant and diverse experience in a large library including evidence of successful experience in the four major areas of responsibility [budget management, personnel management, building management, and assessment]. Experience and comfort in an environment of growth and change. Positive attitude about the future of libraries in a networked digital information world. Evidence of scholarship and service credentials commensurate with appointment as an Associate or Full Professor.

SALARY RANGE: Salary is commensurate with qualifications and experience. The University has an excellent fringe benefits package. For more information, see the UNLV Human Resources web site at http://www.unlv.edu/Human_Resources.

THE SETTING: UNLV is a premier urban university located in the vibrant city of Las Vegas and is surrounded by the Mojave Desert. UNLV is the state's largest comprehensive, doctoral degree granting institution with 21,000 students and more than 700 full-time faculty. UNLV provides traditional and professional academic programs for a diverse student body and encourages innovative and interdisciplinary approaches to teaching, learning and scholarship. For more information, see the UNLV World Wide Web site at: <http://www.unlv.edu>.

APPLICATION DEADLINE & DETAILS: Send letter of application, resume, and the names, addresses, telephone numbers, and email addresses of three professional references to: Ken Bierman, Chair Associate Dean Search Committee; James R. Dickinson Library; University of Nevada, Las Vegas; 4505 Maryland Parkway, Box 457001; Las Vegas, NV 89154-7001. Specific questions may be addressed to Ken Bierman at biermank@nevada.edu or call (702) 895-3125. Review of applications will begin June 19 and will continue until the position is filled.

UNLV is an Equal Opportunity/Affirmative Action Employer. Persons are selected on the basis of ability without regard to race, color, sex, age, national origin, sexual orientation, religion, disability or veteran status.

HEAD OF THE REFERENCE DEPARTMENT

California State University, Sacramento

California State University, Sacramento Library seeks a dynamic librarian to provide creative leadership for the Reference Department. This tenure-track position offers substantial opportunity for professional growth and development. Reporting to the Associate Dean, Public Services, the Head of the Reference Department is responsible for directing all aspects of department services, programs, operations, staff, and budget. Develops strategic directions and visions for Reference and manages change effectively in a collegial manner. Fosters teamwork and professional development. Responsible for the quality and currency of the reference collection in all formats. Prepares department budget and reports. Assumes a prominent role in librarywide strategic planning and budgeting.

MINIMUM QUALIFICATIONS: ALA-accredited MLS or equivalent; a record of progressively responsible experience in a reference department; experience in selecting reference materials, including print and electronic resources; demonstrated ability to provide leadership and manage in a collegial manner in an ever-changing environment; demonstrated ability to initiate, advocate, plan, and implement new information services, formats, and technology; a record of successful supervisory experience; excellent interpersonal skills and the ability to work effectively with a diverse population of faculty, staff, student, and community members; effective verbal and written communication skills; demonstrated experience with computer applications including electronic information resources and the Internet; successful experience providing instructional services; active involvement in professional activities and commitment to continued professional development; familiarity with current and emerging trends and issues in academic information services. Preferred: Advanced degree in subject area; academic library experience, a record of scholarly and/or creative contributions.

ENVIRONMENT: Sacramento, capital of California, located at the convergence of the American and Sacramento Rivers, is known as the city of trees, with easy access to the Sierra Mountains, Lake Tahoe, and the Pacific Ocean. The University is the seventh largest in the California State University System, with a highly diverse student body of over 24,000. There are approximately 1,400 faculty who provide programs of instruction leading towards bachelor's degrees in 60 disciplines, master's degrees in 40 disciplines, and one joint doctoral program. The Library houses over one million print volumes and nearly three million documents, microforms, and audiovisuals. Librarians are taking a leadership role in integrating information competency instruction into the curriculum and have recently launched award-winning library services for distance education students. The Reference Department is staffed by 15 faculty and 5.5 paraprofessionals. For more information about the University and the Library, go to: www.csus.edu.

APPOINTMENT: A full-time, twelve-month tenure-track position, at the Associate Librarian rank. Salary Range: \$53,460–\$74,352. California State University, Sacramento has an attractive retirement and benefits program.

APPLICATION PROCEDURES: Applications received by **May 15, 2000**, will receive first consideration. The position will remain open until filled. Send a cover letter describing interest and qualifications, a complete résumé and the names, addresses, phone numbers, and e-mail addresses of three professional references to:

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

Vacancy announcement and position description available electronically: Request from lmjones@csus.edu.

CSUS is an affirmative action, equal opportunity employer.

Center also reports to the Dean. The university has 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 for this position. The University Library has an operating budget of \$4 million, of which \$1.8 million is allocated for acquisitions. Its collections number over 800,000 volumes and include extensive government documents and microforms collections. There are more than 3,000 current periodical subscriptions and a diverse array of electronic databases. Additional

information can be found on the library's Web site: <http://library.unomaha.edu> and at: <http://www.unomaha.edu/aa/faculty.html>. Review of applicants will continue until the position is filled. Applicants should submit a letter of application, curriculum vitae, and names, addresses, telephone numbers, and e-mail addresses of three professional references. Applications, nominations, and all other correspondence should be sent to: Dean John Flocken, Chair Search Committee, ASH 231, 6001 Dodge St., **University of Nebraska at Omaha**, Omaha, NE 68182-0013.

TWO POSITIONS AVAILABLE

James Madison University

James Madison University seeks two innovative and energetic librarians to advance information services. James Madison University is often cited in the national media as one of the best regional public universities in the country. The university is located in Virginia's beautiful Shenandoah Valley, two hours from Washington, D.C.

Electronic Resources/Serials Cataloger

Self-directed librarian interested in shaping new approaches to organizing and accessing Internet resources. Collaborate with Web development team to apply database technologies and metadata standards to the library's Web presence. Develop cataloging policies and procedures for print and electronic journals, supervise serials copy cataloging. Serve as liaison to selected academic department. Cataloging experience required. Substantive knowledge of AACR, MARC, metadata standards, and information retrieval required. Supervisory experience and ability to foster teamwork among all levels of staff preferred. Salary and rank commensurate with qualifications and experience, minimum: \$37,500.

Outreach Librarian

Provide information services and outreach for College of Integrated Science and Technology. Collaborate with faculty to integrate information literacy with curriculum. Work closely with students in a research-oriented, interdisciplinary, technology-based curriculum. Develop innovative services, collections, and instructional materials. Provide reference service and serve as liaison to selected academic departments. Ability to think outside the box and computer skills essential. Salary and rank commensurate with qualifications and experience, minimum: \$33,000.

Both positions require: ALA-MLS. Capacity to learn constantly and quickly. Knowledge of markup languages, Web design, and Internet search skills. Excellent communication, analytical, project management, and interpersonal skills. Strong service orientation, initiative, flexibility, and intellectual curiosity.

12-month faculty appointment with excellent state benefits.

Send letter, résumé, and contact information, including e-mail, for three references by **June 11, 2000**, to:

Alma Hale-Cooper
Carrier Library
MSC 1703
James Madison University
Harrisonburg, VA 22807

Applications and nominations should be received by that date to assure consideration.

James Madison University is an equal opportunity, affirmative action, equal access employer and especially encourages applications from minorities, women, and persons with disabilities.

DIRECTOR OF INFORMATION/INSTRUCTIONAL SERVICES. California Lutheran University seeks a dynamic, service-oriented individual to join the senior management team of its nationally recognized Office of Information Systems and Services. The successful candidate will be responsible for leading the Information and Instructional Services team to deliver strong client-centered services. Areas of responsibility include: reference services, bibliographic and computer use instruction for the campus, collection development and access services. Required Minimum Qualifications: Three to five years' experience with reference services and bibliographic instruction in a networked environment; Web authoring, teaching productivity tools to a diverse clientele; an MLS degree from an ALA-accredited program and a minimum of two years' supervisory experience. Preferred Qualifications: Second master's degree, subject specialty knowledge or interest in business and/or economics. Salary Range: \$51,000–\$57,000 annually. For further information on California Lutheran University, see: <http://www.clunet.edu>. Submit letter of interest, résumé, and the addresses and phone numbers of three references to: Human Resources Department #1100, **California Lutheran University**, 60 West Olsen Rd., Thousand Oaks, CA 91360. Fax: (805) 493-3886; e-mail: thede@CLUnet.edu. Review of applications begins May 10, 2000. The position will remain open until filled. CLU is an equal opportunity educator and employer.

DIRECTOR OF LIBRARY AND INFORMATION SERVICES. Stephens College seeks a Director of Library and Information Services for non-

tenured, full-time, 12-month administrative position with faculty status. The Director assists faculty, staff, and students in using library resources, including computer technology; administers library budget; maintains and upgrades technology and equipment; selects databases and other library software; develops the collection; participates on administrative and faculty committees; and oversees five professionals, two support staff, and several student assistants. ALA-accredited MLS required; second master's degree or Ph.D. preferred. For more information, visit: <http://ac.stephens.edu/library/hsl.htm>. Please send letter, vitae, and names of three references to: Human Resources, **Stephens College**, Columbia, MO 65215. Applications will be accepted until position is filled. AA/EOE

EXECUTIVE DIRECTOR. Duties and Responsibilities: Under the direction of the Executive Board, acts as chief administrative officer of the Michigan Library Association to further the achievement of the goals and objectives of the Association. Manages the operation of the headquarters office and staff. Oversees production of Association publications. Works with the MLA Treasurer and Executive Board to ensure the fiscal viability of the Association. Coordinates the Annual Conference and oversees professional development activities of association units. Administers the Association's lobbying activities, keeps members informed of relevant legislative developments. Recommends sources of non-dues revenue and directs proposals for external funding. For full job description, see our Web site: www.mla.lib.mi.us. Qualifications: Bachelor's degree required, MLS or equivalent desired. Previous experience in libraries, associations, or

HEAD OF REFERENCE AND CONSULTATION SERVICES

University of Minnesota Libraries-Twin Cities Campus

The University of Minnesota Libraries is seeking a dynamic leader for its Reference and Consultation Services (RCS) team. The incumbent is responsible for leading a team of 40 librarians and 26 support staff located in 12 libraries on the University's Twin Cities Campus. The Head reports to the University Librarian and is a member of the Libraries Leadership Council. Responsibilities attached to this position include planning, program direction, development and evaluation of customer-focused reference and instructional services, development of electronic information services including distance learning, collaboration with other team leaders and subject specialists, and active participation in the programs of the University of Minnesota Digital Library. The University Libraries particularly encourages the candidacy of individuals with experience in multicultural and multiracial environments.

The Reference and Consultation Services Team: Serving one of the nation's largest public universities, RCS Team is an integrated organization whose goal is to provide the highest quality service for research, instruction, student learning, and outreach. RCS, in addition to providing traditional public services, maximizes the use of technology to deliver services, cultivates cooperative agreements with other libraries and agencies, and attempts to anticipate the ever-changing information and learning resources needs of University students, faculty, and staff.

THE ENVIRONMENT: With an enrollment of more than 45,000 students, the University of Minnesota-Twin Cities is the flagship campus of the University of Minnesota System. The Libraries contain more than 5.5 million volumes and have an annual operating budget of \$25 million. The Libraries hold membership in the Association of Research Libraries, the Digital Library Federation, Research Libraries Group, OCLC, and the Consortium for Inter-institutional Cooperation (CIC), the MINITEX Library Information Network, and the Center for Research Libraries. A new \$45 million library for special collections and archives has recently opened, and work has begun on converting the historic Walter Library into a combined Science & Engineering Library and Digital Technology Center, a \$55 million project. Research and development in digital technologies are Universitywide priorities.

REQUIRED QUALIFICATIONS: Graduate degree in librarianship/information sciences from an ALA-accredited institution and at least five years' experience in providing high-quality reference and instructional services in a research library are required. Also required are the ability to establish and maintain effective working relationships with colleagues, faculty, and staff in a large and complex environment; a commitment to teamwork and an organizational structure based on teams; excellent written and oral communication skills; experience in using information technologies and the Web to deliver information content to library users; commitment to fostering staff development; and broad awareness of issues and trends in academic libraries. **Preferred Qualifications:** A record of successful leadership and management in academic libraries; commitment to staff diversity; experience in drafting grant proposals; experience in successful interlibrary collaboration; digital library development and the impact of technology on libraries; and a strong commitment to organizational development and knowledge of organizational change strategies.

SALARY AND BENEFITS: This is a full-time, 12-month academic administrative appointment. Salary is negotiable depending on experience and other qualifications. Excellent benefits and substantial moving allowance.

TO APPLY: Send a letter of application, a résumé, and the names, addresses, telephone numbers, and e-mail addresses of three professional references to:

**Linda DeBeau-Melting
Libraries Human Resources Office
499 Wilson Library
309 19th Ave. South
Minneapolis, MN 55455**

Please identify the application with UL115. Position available September 1, 2000. Review of applications will begin immediately.

The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation.

<http://www.lib.umn.edu/>



**TWO POSITIONS:
ASSOCIATE DEAN
REFERENCE/INSTRUCTION LIBRARIAN**

Oakland University, Rochester, MI

Oakland University is a comprehensive, state-supported institution of approximately 15,000 students that offers a diverse set of academic programs at the baccalaureate, master's, and doctoral levels, including Ph.D. programs in engineering, mathematics, and the sciences. The library has a budget of \$3.2 million and a 34-member staff. Oakland University is located 30 miles north of Detroit on a 1,500-acre campus. For more information, see the Oakland University Library Web site at <http://www.kl.oakland.edu>.

Associate Dean

DUTIES: Work in close collaboration with the Dean, program coordinators, and unit supervisors to coordinate day-to-day operations and services of the Library; oversee personnel matters; assist with budget development and management; coordinate communication and outreach efforts; plan and manage special projects; oversee library technology infrastructure and online services; assist with fundraising and grant writing; help to develop and maintain collaborative relationships and partnerships with other libraries and consortia, and represent the Library to internal and external constituencies. The Associate Dean will work in a collegial atmosphere where planning, teamwork, and cooperation are emphasized.

For full qualifications for the Associate Dean position, please consult <http://www.kl.oakland.edu/AssociateDean.htm>.

RANK, SALARY, BENEFITS: Tenure-track, 12-month appointment. Professorial rank determined by credentials and experience. Salary is competitive and commensurate with qualifications and experience. Excellent fringe benefits program, 22 days' vacation, TIAA-CREF and Fidelity retirement plans.

Reference/Instruction Librarian

DUTIES: Work closely with faculty and students to expand the use of information resources through in-depth consultation and effective instruction and reference services; serve as collection development liaison to selected departments (engineering, mathematics, and science departments preferred); assist with the development and integration of Web-based resources into library instruction, collection development, and reference services; fulfill scholarship and service requirements for promotion and tenure. Additional responsibilities will be assigned based upon the library's needs and the successful candidate's qualifications.

For full qualifications for the Reference/Instruction Librarian position, please consult <http://www.kl.oakland.edu/refinstrlibn.htm>

RANK, SALARY, BENEFITS: Tenure-track, academic year, bargaining-unit faculty appointment. Tenure dependent upon job performance, service, and scholarship. Professorial rank and salary determined by credentials and experience, with a minimum salary of \$32,000. Excellent fringe benefits program, 22 days' vacation, TIAA-CREF and Fidelity retirement plans.

APPLICATIONS: Send letter of application, résumé, and names, addresses, telephone numbers, and e-mail addresses of three current professional references to:

**Elaine K. Didier, Dean
Associate Dean or Reference Search Committee
300 Kresge Library
Oakland University
Rochester, MI 48309-4484
E-mail: merz@oakland.edu
Fax: (248) 370-2474**

Review of applications will begin on **July 1, 2000**, and continue until the position is filled.

*Oakland is an affirmative action, equal opportunity employer
and encourages applications from women and minorities.*

ARCHIVES LIBRARIAN

Marist College

Marist College is offering an excellent opportunity for a proactive, experienced archivist to establish an archival center in the new James A. Cannavino Library. This is a dual position performing archivist and reference duties at Marist College, a comprehensive, coeducational, and technologically advanced institution.

The new library has opened with a state-of-the-art archival facility which features advanced computer capability. The archives consist of several special collections, most notably the Lowell Thomas Collection, the Scenic Hudson Collection, the Hudson River Environmental Society Collection, the Rick Whitsell Rhythm and Blues Collection, two video collections, the Emmy Awards and On The River, in addition to the Marist College Archives. Through the IBM/Marist Digital Library Joint Study, the college has maintained a partnership with the Franklin D. Roosevelt Presidential Library on archival digitalization projects.



Responsibilities: Coordinate all aspects of College archives and special collections. Initiate the Marist Heritage Project to identify and acquire previously uncollected college documents. Develop new finding aids on the Internet. Inventory the collections. Develop and propose relevant written policies and procedures. Prepare exhibits and special programs. Pursue grant funding. Participate in reference rotation, instruction program and collection development activities along with other professional librarians. Develop effective working relationships with colleagues, patrons and donors.

Qualifications: An ALA accredited MLS is preferred with a minimum of two years archives or special collections experience in either an academic library or another type of library with an archives function. An archivist without an MLS who has worked in an academic library for at least three years will also be considered. Prefer candidates with cataloging and SGML/EAD knowledge.

Review of resumes will begin April 10, 2000 and will continue until the position is filled.

Please submit cover letter, resume, and the names of three professional references to:

MARIST
C O L L E G E

John T. Gildard, Human Resources Coordinator
Marist College, MPO-905/CRL, North Road
Poughkeepsie, NY 12601-1387.

An Equal Opportunity/Affirmative Action Employer

related fields; demonstrated administrative skills and knowledge of management techniques, including financial planning and administration. Excellent interpersonal skills, strong oral and written communications. Fundraising or development experience desirable. Ability to adapt to flexible schedule; own transportation. Salary and Benefits: \$54,000-\$60,000 plus fringe benefits. Interested applicants should submit a letter of application, résumé, and the names and addresses of three references to: Denise Forro, President, **Michigan Library Association**, MSU Libraries, 100 Main Library, East Lansing, MI 48824-1048. Applications received before May 15, 2000, will receive priority consideration. Applications will be accepted until this position is filled. MLA is an equal opportunity employer.

HEAD OF COLLECTION DEVELOPMENT. Graduate Theological Union Library, Berkeley, California. The GTU is a major national and international center for graduate theological study, education for ministry, and applied research and public policy formation in religion and society. As the largest theological library on the West Coast, the collection consists of approximately 400,000 titles and 1,500 current periodicals, with more than 25% of these holdings in various foreign languages (predominantly German, French, and Spanish). About 6,000 titles are added each year. Responsibilities: Select for the general collection of the Library and oversee its maintenance. Set collection priorities, consulting regularly with deans and with other faculty as needed. Coordinate collection development with reference and branch librarians as well as with appropriate staff at the University of California, Berkeley, in accordance with the Cooperative Collection Agreement of 1999. Supervise the acquisitions, serials, and preservation staff. Work closely with Library Director in developing the yearly acquisitions and preservation budget and oversee its expenditure. Identify suppliers of needed materials—whether monographic, serial, or electronic—and build strong business relationships with them. Manage gifts of materials to the general collection. Revise collection and preservation policies as needed to maintain currency. Serve on the Library Management Team. This position reports to the Library Director. Compensation: Appointment is expected to be at the Associate Librarian Rank (Minimum \$35,000 annual salary). Excellent benefits package, including TIAA-CREF. Qualifications: ALA-accredited MLS degree. At least three years' experience performing collection development/acquisitions in an academic library, utilizing a variety of selection tools. Demonstrated ability to carry out collection development in German and at least one Romance language. Experience with bibliographic databases and library automation software, preferably OCLC and Innopac, respectively. Knowledge of reli-

gious and theological literature. Two years' supervisory and training experience preferred. Experience in developing and maintaining good vendor relationships, including negotiating license agreements desirable. Applications received by 6/30/00 will receive priority consideration. Send letter of application, résumé, and the names, addresses, phone numbers, and e-mail addresses (if available) of three professional references to: Bonnie Hardwick, Library Director, **Graduate Theological Union**, 2400 Ridge Road, Berkeley, CA 94709. The GTU is an equal opportunity employer. GTU Web site: <http://www.gtu.edu>.

HEALTH SCIENCES REFERENCE LIBRARIAN. The University of Texas at El Paso, University Library. Duties: Provides reference assistance and bibliographic instruction, specializing in the Health Sciences (Special focus: Nursing and Medicine). Also provides general Library instruction & orientations. Prepares instructional materials and participates in collection development. Qualifications: ALA-accredited library science degree; two years' professional experience in use of electronic and traditional reference tools; superior written and oral communication skills; works effectively in team environment; easily adapts to new and unanticipated personnel, as well as public service developments required. Degree or extensive course work or library experience in health sciences or related field preferred. Experience working in academic or research library; providing bibliographic instruction; working knowledge of at least one non-English European language, Spanish preferred. Salary: \$33,000 annually. UTEP is a commuter campus with over 16,000 students and 700 faculty. The modern, six-floor Library building houses a collection of over 1,000,000 volumes. Staff consists of 23 professionals, 46 FIT support staff, and 90 student assistants. El Paso, located on the U.S.-Mexico border, offers a unique bicultural environment, year-round sunshine, mild winter climate, and easy access to Mexico, with New Mexico and Arizona nearby. Review of applications begins 05-15-00 and continues until position is filled. Submit letter of application, résumé, and listing of three references (name, address, telephone) to: Lydia Limas, Administrative Assistant, UTEP, University Library, El Paso, TX 79968-0582. For more information: phone (915) 747-5683 or fax (915) 747-5345. The University does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, or sexual orientation in employment or the provision of services.

LIBRARIAN. Master's degree in library information science accredited by the ALA. Thorough knowledge of library automated systems. Thorough

ARCHIVES AND MANUSCRIPTS LIBRARIAN

New Mexico State University

New Mexico State University Library seeks an Archives and Manuscripts Librarian, Tenure-Track Instructor. Salary: \$29,500 minimum.

QUALIFICATIONS: Required: A master's degree from an ALA-accredited library school with coursework or training in archives theory and practice; familiarity with bibliographic and descriptive practices; understanding of the historical method in research and information-seeking behaviors; familiarity with electronic databases and appropriate microcomputer applications; ability to communicate and work effectively with researchers, administrators, university and library faculty, and the public; must meet faculty requirements for scholarship, professional development, and service; and knowledge of trends and issues in communication of scholarly information. Preferred: Graduate degree in history or other relevant discipline with a focus on the American Southwest; competence in the Spanish language; and certification by the Academy of Certified Archivists.

DUTIES: Provide mediated and electronic reference assistance and researcher services; arrange and describe manuscript collections and archives; train and supervise student assistants; participate in the management and development of unit programs; participate in other unit and library activities as appropriate; and meet faculty promotion and tenure requirements for librarianship, professional development, research, and service.

BENEFITS: See <http://www.nmsu.edu/~personel/benefits.html>.

The Rio Grande Historical Collections and the University Archives consist of approximately 13,500 cubic feet of unpublished documentary materials related to the Southwestern experience and the University's past. The holdings consist of materials in all formats, including oral and video recordings and approximately half a million still photographs. The unit has preservation and reformatting programs and is engaged in a cooperative microfilming program in Durango, Mexico. The repository serves a wide range of academic and other researchers.

New Mexico State University is New Mexico's land grant university, enrolling approximately 15,000 students in 75 undergraduate, 51 master's, and 24 doctoral degree programs. NMSU is classified as a Carnegie I research institution and is a member of the Hispanic Association of Colleges and Universities. The Library contains approximately 1 million volumes, maintains 6,762 current periodical subscriptions, and provides access to approximately 120 electronic databases and over 500 electronic journals. With an annual budget exceeding \$5 million, the University Library operates two buildings and a state-of-the-art electronic classroom. The Library is currently migrating to the Endeavor Integrated Library System and is a member of OCLC, Amigos, the Library Services Alliance of New Mexico, and other consortia. For more information, see our Web page at: <http://lib.nmsu.edu>.

TO APPLY: Send letter of application; current resume; and names, titles, addresses, and phone numbers of at least three recent references to:

**Kate Shaughnessy
Personnel Specialist
NMSU Library
P.O. Box 30006
MSC 3475
Las Cruces, NM 88003-0006**

Applications will be accepted until the position is filled; completed applications postmarked on or before **May 22, 2000**, will receive first consideration.

NMSU is an equal employment opportunity, affirmative action employer. Offer of employment is contingent upon evidence of individual's eligibility for employment in the USA.

knowledge of current cataloging practices. Target date for filling the position will be May 15, 2000. Job Code 364-LIB-01. Salary Grade: C-MA, \$40,317-\$64,507 range with generous fringe benefits. Must be able to work within a team-building environment and self-managed work groups. College of the Mainland is an affirmative action, equal opportunity institution and does not discriminate on the basis of race, color, sex, age, national origin, religion, handicap, or Vietnam veteran status. Send résumé and a letter of interest to: **College of the Mainland**, Human Resources, 1200 Amburn Rd., Texas City, TX 77591-2499.

LIBRARY INSTRUCTION COORDINATOR. Shepherd College. Scarborough Library seeks a Library Instruction Coordinator to begin September 1, 2000. Shepherd College is a four-year state college, located in historic Shepherdstown, West Virginia, 65 miles from metropolitan Washington/Baltimore. Responsibilities: Coordinates, plans, delivers, and assesses library instruction for students and faculty/staff, provides reference services; performs collection development as faculty liaison in assigned disciplines. Position reports to the Library Director. May include some nights and weekends. Position requires a master's degree in library/

ACQUISITIONS AND SERIALS LIBRARIAN

Nova Southeastern University

Coordinates ordering and receiving of materials for the Einstein Library and its branches. Supervises staff of 3.5 FTE, plus 2–3 FTE student assistants. Works collaboratively with Head of Collection Development. Reports to Assistant University Librarian for Technical Services.

Requires MLS from an ALA-accredited school; two to four years of acquisitions and/or serials experience with an integrated library system; knowledge of business and accounting practices; thorough knowledge of MS Excel and Access; successful supervisory experience; ability to work cooperatively with colleagues, faculty, staff, and vendors; ability to work independently and to solve problems. Preferred: Experience with OCLC and Innovative Interfaces online library systems; advanced knowledge of MS Excel and Access.

SALARY: Mid-30s for 12-month appointment. TIAA-CREF, Blue Cross/Blue Shield, generous vacation and sick leave, tuition benefits. No state or local income tax. For more information, contact Mary Paige Smith (smithm@nsu.law.nova.edu). To apply, go to: <http://www.nova.edu/cwis/hrd/jvb.html#A&P>.

For information about NSU's new Library, Research and Information Technology Center, see: <http://www.nova.edu/library/einstein/new.htm>.

AA/EOE

information science from an ALA-accredited institution. Experience in teaching/training; knowledge of electronic resources, CD-ROM technology, Internet, and emerging library and instructional technologies; knowledge of word processing, presentation, and spreadsheet software; strong oral and written communication skills and interpersonal skills; ability to work effectively with diverse public and staff. 12-month faculty non-tenure-track position. Salary: \$30,000. Application Procedure: Send letter of application, résumé, and three (3) current letters of reference to: Office of Human Resources, **Shepherd College**, Shepherdstown, WV 25443. Minorities and women are encouraged to apply. Position open until filled. AA/EOE.

OUTREACH LIBRARIAN-INFORMATION SERVICES. Eastern Michigan University's Learning Resources and Technologies Unit, housed at the state-of-the-art Bruce T. Halle Library, is accepting applications for a tenure-track library faculty position, Outreach Librarian-Information Services. This is an eight-month appointment at the rank of Assistant Professor or Instructor. This faculty position provides an exciting opportunity to develop an outreach program and activities and to promote library services. This faculty member will play an active role in instruction and in providing information services, and will also participate in the development of the collection in at least one subject specialty. This appointment will include evening and weekend work. A master's degree in library or information science from an ALA-accredited institution is required. Additional coursework or a second master's degree is required for appointment or promotion above the Instructor level. Enthusiasm and the ability to provide dynamic instruction and delivery of services are necessary. Proven skill in information technology and the knowledge of reference sources in all formats are



Temple University School of Medicine

Head Librarian

Temple University School of Podiatric Medicine Library is seeking an individual to oversee the day-to-day operations of the library, including the supervision of staff and management of the interlibrary loan. The Head Librarian will act as the primary information services liaison for the School of Podiatry and provide reference services and educational sessions for the faculty, staff and students. Will also participate in the planning and evaluation of library programs as a member of the HSC Library management team. Requirements: a Master's in Library/Information Science from an ALA-accredited graduate school and 2 years professional experience in a medical or science library. Excellent supervisory, communication, organizational, and problem-solving skills required. Reference, database searching, and teaching experience, as well as 1-2 years supervisory experience preferred. **Req# 490-9**

Head of Cataloging

The Technical Services Department is seeking an individual to manage database creation (in all formats), quality control, and inventory of collections for the Health Science Center libraries. Manage new ILS and its subsequent updates, supervise support staff, and respond to customer/client requests. Candidate should possess ALA-accredited MLS and 5 years experience in cataloging and supervisory experience in an academic medical library or similar environment. Must have expertise and experience in OCLC, AACR2, MeSh and LC classification, US MARC formats, National Library of Medicine (NLM) and Library of Congress (LC). Excellent oral and written communication skills, knowledge of issues and trends in cataloging, bibliographic control and information access issues required. **Req# 090M-9**

We offer a competitive salary and comprehensive benefits package, including 100% tuition remission for you and your family. For immediate consideration, please send/e-mail your resume with salary requirements to: **Amy Adamshick, Employment Rep., 3333 N. Broad Street GSB, Room 107, Phila., PA 19140. E-mail: temple@jobnet.com (no attachments). An equal opportunity/affirmative action employer, M/F/D/V. Visit our Web site: <http://careers.temple.edu>.**

required. Superior interpersonal skills and the ability to meet faculty standards for scholarship, professional performance, and service are essential. Submit letter of interest, cv, and names and addresses of three references by May 31, 2000, to: Position F2043, 202 Bowen, **Eastern Michigan University**, Ypsilanti, MI 48197. We encourage women and members of minority groups to apply. EMU is an equal opportunity employer and will not discriminate on the basis of race, color, national origin, religion, or sexual orientation.

REFERENCE AND ELECTRONIC SERVICES LIBRARIAN. Rose-Hulman Institute of Technology, listed as the #1 undergraduate engineering college that does not offer a Ph.D. by *U.S. News & World Report*, has an exciting opportunity within its John A. Logan Library for a Reference and Electronic Services Librarian. This is a full-time administrative staff position, which includes some evening reference hours. Responsibilities: Providing information services, bibliographic instruction, and mediated online and Internet searches; basic troubleshooting of existing computer and network systems, working with computing center staff; developing the library Web site; and installing/integrating new library hardware, software, and Web sites as needed. Required Qualifications: ALA-accredited MLS or MLIS or equivalent background; experience or internship in library or information services, particularly reference; knowledge of Web site construction, HTML, Telnet, FTP, and UNIX desirable; online/CD-ROM literature searching skills with DIALOG and STN; expertise in computer software and hardware, and basic troubleshooting skills; significant experience with Windows95/98; excellent oral and written communication skills. Preferred Qualifications: Two to three years of experience in an academic



**TWO POSITIONS:
INSTRUCTIONAL PROGRAMS
OUTREACH LIBRARIAN
COLLECTION DEVELOPMENT
FOR THE SOCIAL SCIENCES**

Appalachian State University seeks two creative, enthusiastic, technologically skilled librarians to work in a team-oriented environment. These are newly created positions. For complete details, consult the Library's Web site (www.library.appstate.edu/newpositions.html).

Instructional Programs Outreach Librarian

The primary responsibility is to develop strategies for promoting library resources and instructional services and integrating the instruction program into the curriculum. Other responsibilities include: coordinating the library instruction schedule, developing promotional and instructional materials for the library instruction program, teaching library instruction classes and workshops, and participating in reference service and reference collection development.

REQUIRED: ALA-accredited master's degree. Significant experience in academic library reference and instruction. Demonstrated knowledge of print and electronic reference resources and emerging information technologies. Demonstrated teaching ability. Excellent interpersonal and communication skills. Commitment to professional service and scholarship. Preferred: Experience teaching courses at the college level. Second advanced degree strongly preferred. Demonstrated ability in the application of new technologies to instruction. The Library strongly encourages applications from members of ethnic and racial groups representative of Appalachian's student minorities, principally African Americans, Hispanic Americans, Native Americans, and Asian Americans.

Collection Development Librarian for the Social Sciences

Working collaboratively with seven colleagues, responsibilities include developing strong working relationships with several social science departments; selecting and managing appropriate social science resources in digital and print formats; and serving as the team's Web resources person. CD Team activities include: allocation and management of a \$2.1 million budget; promoting library services; evaluating and selecting resources in all formats; and participating in cooperative collection-development activities in a three-institution consortium.

REQUIRED: ALA-accredited MLS; academic preparation in the social sciences; minimum of two years' academic library experience, with a demonstrated knowledge of academic collection development issues; knowledge of electronic resources and their application to the social sciences; excellent interpersonal and communication skills; the ability to work independently in a dynamic and changing team environment; and a commitment to professional service and scholarship. Preferred: Graduate degree in a social science. Demonstrated experience with Web page development. The Library strongly encourages applications from members of ethnic and racial groups representative of Appalachian's student minorities, principally African Americans, Hispanic Americans, Native Americans, and Asian Americans.

Appalachian is a member of the Western North Carolina Network, a consortium of three state universities sharing an Innovative Interfaces, Inc. system. The University has an enrollment of 12,500 and offers undergraduate and graduate degrees in more than 200 majors. It is part of The University of North Carolina System. Boone is located in northwest North Carolina in the scenic Blue Ridge Mountains and is a year-round resort area.

Completed applications must be received by **June 15, 2000**. These are faculty positions available August 14, 2000. Salary and rank are nationally competitive and commensurate with qualifications. For appointment at the rank of Assistant Professor or higher, a second advanced degree is required. Send letter of application, curriculum vitae, and the names, addresses, telephone numbers, and e-mail addresses of three references to:

**Dr. Mary Reichel, University Librarian
Attn: Search Committee
Appalachian State University
University Library
Boone, NC 28608-2026**

Appalachian State University is an affirmative action, equal opportunity employer.



ASSOCIATE UNIVERSITY LIBRARIAN FOR PUBLIC SERVICES AND COLLECTION DEVELOPMENT

The Princeton University Library seeks nominations and applications for the position of Associate University Librarian for Public Services and Collection Development. The successful candidate will become a member of the library's senior administrative group, sharing responsibility for the overall direction of Princeton's library system. Drawing on the talents of a staff of 320 and an operating budget of \$30,000,000, the Princeton University Library serves 4,600 undergraduates, 1,700 graduate students, 1,100 faculty, and many visiting researchers. The library system comprises a large central library and eighteen specialized branches, with collections of 6,000,000 printed volumes, extensive special collections, and significant electronic offerings.

THE POSITION: The Associate University Librarian for Public Services and Collection Development has overall responsibility for reference and other public information services and collection development activities throughout the library system. This responsibility entails leadership in implementing new programs to support teaching and research at Princeton, and building collections for current and future generations of faculty and students. This Associate University Librarian currently has direct responsibility for the General and Humanities Reference Division, the Social Science Reference Center, Interlibrary Services, the Bibliographers' unit, and the Marquand Library of Art and Archaeology, totaling approximately 50 staff. The position reports to the University Librarian.

QUALIFICATIONS REQUIRED: An ALA-accredited MLS or equivalent combination of educational and professional library experience, and a minimum of seven years of progressively responsible work with public services and collections in a research library. Clearly articulated vision for the future of library services and resources. Record of leadership in introducing new library programs, including the development of digital initiatives. Demonstrated successful administrative experience with professional and support staff, and a strong commitment to staff development. Record of establishing and maintaining close working relationships with faculty and academic programs. Ability to view issues from a librarywide perspective and to contribute effectively to collaborative projects within and outside the library. Excellent oral and written communication skills. Strongly Preferred: Graduate degree in one of the humanities or social sciences.

SALARY: Salary is competitive and negotiable, with an attractive benefits package.

NOMINATIONS AND APPLICATIONS: Nominations and applications should be sent to the address below. Candidates should submit a letter of application, résumé, and the names, addresses, and telephone numbers of three references. Review of applications will begin on **June 5, 2000**, and will continue until the position is filled.

**Search Committee
Associate University Librarian/PS-CD
Princeton University
c/o Lila D. Fredenburg
Library Human Resources
1 Washington Road
Princeton, NJ 08544-2098
E-mail: lfredenb@princeton.edu
Fax: (609) 258-0454**

Princeton University is an equal opportunity, affirmative action employer.

library environment; academic background in engineering, science, or mathematics; knowledge of Windows NT and Novell desired. Salary: Competitive salary (\$35-\$40K) and comprehensive benefits plan offered. Possibility of earning a graduate degree in science, engineering, or engineering management. Applications: For full consideration, please send letter of application, résumé, and names of three references no later than May 31, 2000, to: Kimberly Miller, Director of Human Resources, **Rose-Hulman Institute of Technology**, 5500 Wabash Ave. CM 24, Terre Haute, IN 47803. EOE

REFERENCE AND INFORMATION SERVICES LIBRARIAN FOR BUSINESS RESEARCH SUPPORT. Indiana University-Purdue Uni-

versity Fort Wayne (IPFW) Helmke Library seeks energetic, knowledgeable librarian to provide general reference and information services focused on business research support, bibliographic instruction, and collection development in an established regional campus setting. See full description at: <http://www.lib.ipfw.edu/staff/business.html>. Qualifications: MLS from an ALA-accredited library school, with experience in academic or business research setting required; undergraduate or graduate degree in business, economics, or a related field preferred. Must demonstrate initiative, innovation, and impact in job performance; excellent written and interpersonal communication skills; ready knowledge of wide variety of general and business reference resources; ability to teach effectively and initiate collaborative partnerships within and outside the library; strong



DIRECTOR, GEST ORIENTAL LIBRARY

The Princeton University Library invites nominations and applications for the position of Director of the Gest Oriental Library and East Asian Collections. The successful candidate will be responsible for leading one of the finest East Asian libraries in the West. The Gest Library maintains a collection of 600,000 bound volumes, 3,500 subscriptions, various electronic and microfilm files, and an internationally known collection of rare books and artifacts. Roughly two thirds of Gest's holdings are in Chinese, and one quarter are in Japanese, with Korean, Mongolian, Tibetan, and several Western languages represented as well; the collections range across all fields of knowledge but focus especially on the humanities and social sciences. Gest is staffed by seven librarians, 15 support staff, and many student assistants. The Library has been undergoing a major renovation that will be completed in the summer of 2000; it is located in the Frist Campus Center, adjacent to the Department and Program of East Asian Studies.

THE POSITION: The Director oversees all aspects of the Gest Library, including collection development and preservation; reference and all other public services; user education; technical processing; introduction of digital research tools; supervision of staff; strategic planning; and donor relations. The Director is expected to work closely with faculty and students to guide the growth of the collection and the development of library services in accord with research and teaching needs. Collaborating with other Princeton librarians, the Director is expected to play an active role in campus wide library activities. The position reports to the University Librarian.

QUALIFICATIONS: Required: An ALA-accredited MLS or equivalent combination of education and professional library experience; at least five years' experience working in a research-level East Asian collection, and at least three years of solid supervisory and administrative experience; fluency in Chinese and competency in Japanese, or fluency in Japanese and competency in Chinese; strong academic training in some aspect of East Asian studies; demonstrated knowledge of current library technologies; demonstrated ability to work cooperatively with others and to foster teamwork; effective oral and written communication skills. Preferred: Graduate degree in some aspect of East Asian studies; working knowledge of Korean; several years of experience in Chinese collection development.

SALARY: Competitive and negotiable, with an attractive benefits package.

NOMINATIONS AND APPLICATIONS: Candidates should submit a letter of application, a résumé, and the names, titles, and phone numbers of three professional references. Review of applications will begin on **May 1, 2000**, and continue until the position is filled. Nominations and applications should be submitted to the following address for consideration:

**Search Committee
Director of the Gest Oriental Library
Princeton University
Library Human Resources
1 Washington Road
Princeton, NJ 08544-2098
E-mail: lfredenb@princeton.edu
Fax: (609) 258-0454**

Princeton University is an equal opportunity, affirmative action employer.

commitment to professional development and service. Must be able to meet the requirements of faculty status in this 12-month, tenure-track position. Salary and Benefits: Salary and rank dependent upon qualifications, experience. An AA/EO employer. Application: Send letter of application, vitae, and names, addresses, telephone numbers of three references to: Dr. Pamela P. Sandstrom, Search Committee Chair, Helmke Library, IPFW, 2101 Coliseum Blvd. East, Fort Wayne, IN 46805. Screening of applicants begins May 31, 2000.

REFERENCE/DOCUMENT DELIVERY LIBRARIAN. Job number: 990393. Date of appointment: June 1, 2000. Salary: Minimum of \$29,000. Essential Functions: Under supervision of Head, Reference Department, the position is responsible for the provision of interlibrary loan, reference, document delivery, and distance education services for the Library. Super-

vises one or more student assistants. Collects and compiles activity and workload data and prepares periodic reports. The position is responsible for all aspects (requesting, loaning, and distribution of materials, as well as maintaining copyright files) of the interlibrary loan service. The position serves as the contact for distant education students concerning library services while designing and maintaining a Web page for the concerns and needs of distant education students. Other Functions: Participates in reference desk coverage including evening and weekend rotation; prepares policies, procedures, and reports; and conducts library instruction sessions. Performs other library-related duties as assigned. Qualifications: Academic: MLS or its equivalent from an ALA-accredited program required. Preferred: one to two years' work in an academic library setting including experience with library services for distant education and document delivery. Entry-level candidates with a background in document



San José State
UNIVERSITY

INTERESTED IN CREATING A LIBRARY THAT
SETS A MODEL FOR THE NEXT CENTURY?

**ASSOCIATE DEAN,
UNIVERSITY LIBRARY**

E00-032

(Search Extended)

San Jose State University is a metropolitan university located in San Jose, California—capital of the world famous Silicon Valley. A thriving, innovative and multicultural area, San Jose is recognized for its high quality of life in terms of climate, environment and cultural opportunities. With the City of San Jose, San Jose State University is planning to build a shared state-of-the-art library, which will open in 2003. This new facility will be a national model for a regional information hub that addresses concerns for the growing digital divide. This library will be a window to the future, providing access to cutting edge research, and supporting lifelong learning.

The Associate Dean reports to the Dean of the University Library, and holds a 12-month full-time management position. The Associate's primary responsibility is effective management of library operations in academic and technical services including planning, implementing, supervising, and evaluating efficient and effective operations, programs, and services. The Associate Dean also provides leadership for the collection management and is responsible for a \$1.6 million collections budget. The Associate Dean will play a key role in the design of services for the joint library and serve as Dean in her absence.

This position requires an ALA accredited MLS or its equivalent; a record of scholarly, professional, or creative achievement sufficient to achieve tenure at the rank of Associate Professor; proven administrative experience in an academic environment; experience in management of collections; and a commitment to diversity. This position offers an excellent benefits package. Salary is competitive and dependent upon qualifications.

If you are energized by this leading edge opportunity and excited about forging new paradigms for libraries, either contact our Web site at www.library.sjsu.edu/employment/ or contact Linda Lunell at 408-924-2788 or by Email at lib-pers@email.sjsu.edu for a full position description. To apply, send a letter of application, including a resume of academic preparation, experience, and qualifications, and names, addresses and telephone numbers of five references to:

Dr. Patricia Breivik, Dean, University Library
San Jose State University Library
One Washington Square
San Jose CA 95192-0028

Applications should be received no later than June 1, 2000 in order to ensure full consideration, but will be accepted until the position is filled. Reasonable accommodations are available for applicants with disabilities

EO/AA/ADA EMPLOYER



**UNIVERSITY OF
FLORIDA**

Health Science Center Libraries

Assistant Director for Public Services

Seeking strong leader with outstanding management skills to oversee all Public Services, including Circulation, Media Reserve, and Reference Departments. A strong background supervising professional staff is required. Excellent written and oral communication needed to establish division goals and objectives, define needs, and set priorities. The Assistant Director for Public Services (ADPS) will be a member of the senior management team, participating in developing and implementing new services as well as contributing to long range planning. Professionalism and excellent customer service are essential.

In collaboration with other library departments, the ADPS will develop electronic tools and services for improved access to resources for local and distance learners. Other responsibilities include overseeing the library's education and training programs, establishing policy and procedure, and preparing reports. Flexibility, the ability to manage multiple priorities, and interpersonal skills are a must.

For a full position description, please visit:
<http://www.library.health.ufl.edu/jobs/ADPS.pdf>

Requirements: MLS/MLIS from an ALA accredited institution; min. 5 years experience, preferably with increasing responsibility as a librarian in a health science, life science, or academic library; Reference and/or Public Services experience as well as experience supervising professionals.

Salary: minimum \$45,000; commensurate with qualifications and experience.

To Apply: Send resume and the names of three professional references to Faith A. Meakin, Director; University of Florida Health Science Center Libraries; PO Box 100206; Gainesville, FL 32610 by May 31, 2000.

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

**ASSOCIATE UNIVERSITY
LIBRARIAN
(Reopened)**

Appalachian State University, one of sixteen constituent institutions of the University of North Carolina System, seeks candidates for the position of Associate University Librarian. In a collegial team-based environment, the Associate University Librarian (AUL) is the lead administrator for internal operations, working with library personnel and the University Librarian to shape the vision of library services and determine strategies to achieve it. The AUL works closely with the University Librarian on budget management and overall decision making, and takes a lead role in library assessment. Specific responsibilities include: coordination of library faculty peer evaluation; administration of classified staff recruitment, selection, and evaluation; and promotion of effective communication among library teams and individual personnel. The AUL takes a lead role in fostering a multicultural environment. The AUL plans, implements, and evaluates overarching library policies and procedures, and represents library interests through membership on committees at all levels. The position is an administrative and faculty position with academic rank and eligibility for tenure. Library faculty are expected to take leadership roles within the Library and University, and to be active in scholarship and professional service.

QUALIFICATIONS: Required: Master's degree from an ALA-accredited school and a second advanced degree. Record of leadership and achievement in the profession. Substantial supervisory experience and progressively responsible positions in academic library settings. Excellent oral, written, and interpersonal communication skills. Demonstrated commitment to shared decision making, shared governance, and the faculty model. Ability to work effectively in a team environment. Adept at timely completion of projects and attention to detail. Knowledgeable about information technology advances and applications. Understanding of current issues in academic libraries and higher education and ability to develop and implement effective solutions to problems. Demonstrated record of innovation in library services. Demonstrated commitment to fostering the professional development of all library personnel. Preferred: Experience in space planning, building renovation, or construction projects. Experience or training in a multicultural environment. The Library strongly encourages applications from members of ethnic and racial groups representative of Appalachian's student minorities, principally African Americans, Hispanic Americans, Native Americans, and Asian Americans.

Appalachian State University is located in the historic college town of Boone, nestled in the beautiful Blue Ridge Mountains. The University has a student enrollment of 12,500 students and offers undergraduate and graduate degrees in more than 200 majors. The University's strategic plan calls for the University to become a premier comprehensive university and a model learning community. The Library has an overall budget of \$5.6 million with 25 faculty and 34 staff positions organized in 9 teams. Library holdings include more than 750,000 books and bound periodicals; over 6,000 current periodical, newspaper, and serial titles; 14 million microforms; and a significant commitment to electronic resources. Appalachian is a member of SOLINET and the Western North Carolina Library Network, a consortium of three state universities sharing an Innovative Interfaces, Inc. system, document delivery, and UnCover gateway. The Library is a student-centered environment with emphasis on the importance of information literacy and library resources in the educational and scholarly role of the university.

Salary and rank are commensurate with qualifications with the expectation that the appointment will be filled with a salary in the high 50s or above and at the Associate Professor or Professor level. A standard benefits package is available. Send letter of application, curriculum vitae, and the names, addresses, telephone numbers, and e-mail addresses of three references to:

**Dr. Mary Reichel
University Librarian
Appalachian State University
Carol Grotnes Belk Library
P.O. Box 32026
Boone, NC 28608-2026**

Deadline for complete applications to be received is **June 14, 2000**.

Appalachian State University is an affirmative action, equal opportunity employer, and is committed to hiring women and minorities.

HEAD OF PRESERVATION & PROFESSOR OF LIBRARY ADMINISTRATION

University of Illinois Library at Urbana-Champaign

One of the world's premier collections, the University of Illinois Library (<http://www.library.uiuc.edu>) seeks a dynamic individual to invigorate and chart a new course for the preservation program. We are looking for someone with experience to build a comprehensive program for our general and special collections.

RESPONSIBILITIES: The Head of Preservation has responsibility for developing and administering the Library program of preservation and conservation for all Library collections in all formats; developing and building staffing levels; assessing and creating programs for reformatting, digitization, mass deacidification, and conservation; directing the binding operation; developing and overseeing a program for preservation education throughout the Library; evaluating collections for preservation; representing the Library to external organizations, such as the CIC (Committee on Institutional Cooperation); and seeking funding opportunities in support of these efforts. The Head of Preservation coordinates preservation policy within the University Library and with the Preservation Committee. This position reports to the University Librarian and is a part of the Library's senior administration.

QUALIFICATIONS: Required: ALA-accredited MLS or a similar advanced degree; progressive administrative responsibility for a comprehensive preservation program; knowledge of and experience in critical issues in preservation; familiarity with current trends such as digitization and related issues; supervisory and budgetary experience; evidence of successful collaboration on major projects. Evidence of research orientation and ability to meet university standards for appointment as assistant professor of library administration. Preferred: Evidence of successful experience in obtaining and administering grants from federal granting agencies and private foundations; evidence of research orientation and ability to meet university standards for appointment in a tenured position as associate professor or professor of library administration.

LIBRARY ENVIRONMENT: This is a unique opportunity to work with the University of Illinois' renowned and extraordinarily rich collections. We seek innovative leadership in moving our preservation program forward into the 21st century. Both the Library and the campus are firmly committed to supporting preservation initiatives, as evidenced in a recently articulated strategic plan. The Library administration has secured a foundation grant to use in planning and creating a new preservation program.

The University of Illinois at Urbana-Champaign is a comprehensive, major public university that is ranked among the best in the country. The University Library's collections contain over 9 million volumes within 42 decentralized library units, and a network of over 1,000 public and staff workstations. The Library participates in the Illinois Library Computer Systems Consortium (ILCSO), a 45-member statewide consortium of academic and research libraries. It is also actively engaged in the Committee on Institutional Cooperation (CIC), collaborates with the National Center for Supercomputing Applications (NCSA), and is involved in a number of digital library projects.

SALARY AND APPOINTMENT: Salary and rank are commensurate with experience and credentials. This is a faculty appointment.

APPLICATION DEADLINE: June 30, 2000. Send letter of application and complete résumé with the names, addresses, and telephone numbers of three references to:

**Joyce Lowder
Library Personnel
University of Illinois Library at Urbana-Champaign
1408 West Gregory Dr.
Urbana, IL 61801
Phone: (217) 333-8168**

AA/EOE

delivery and distant education will be considered. Also Preferred: Expertise with NOTIS, the use of the Internet/Web, and presentation programs. Requirements: Ability to work effectively in a team setting. Essential to be a quick study with strong oral and written communication skills. Must be committed to public service and be able to interact tactfully with students,

faculty, and members of the community. To learn more about the Library and Angelo State University, see: <http://www.angelo.edu/>. Apply to: Personnel Office, **Angelo State University**, 2601 West Avenue N, San Angelo, TX 76909; telephone (915) 942-2168, fax (915) 942-2271. Open but may be closed anytime after May 26, 2000.

LIBRARY NETWORK COORDINATOR
LOUISE M. DARLING BIOMEDICAL LIBRARY
PACIFIC SOUTHWEST REGIONAL MEDICAL LIBRARY
UCLA LIBRARY

The Pacific Southwest Regional Medical Library (PSRML) of the National Network of Libraries of Medicine (NN/LM) at the UCLA Biomedical Library seeks candidates for the position of Library Network Coordinator. The Coordinator is responsible for library network enhancement, professional development and training of health sciences personnel, and cooperative library programs. Plans, monitors, and evaluates a range of resource sharing, educational, and communications activities to support the regional health sciences library network. Within the framework of the NN/LM contract, develops annual program objectives and budgets. The Coordinator is the primary PSRML contact for regional NN/LM Member Libraries. Maintains the Network infrastructure and promotes regional resource development. Serves as content editor of electronic and print publications. Develops referral resources and services to support PSRML health professional and consumer outreach programs. Organizes and teaches workshops and presentations, conducts informal meetings, and provides one-to-one consultation. Serves as a resource person on library technology applications, copyright, and other issues and trends in libraries. Oversees regional implementation of resource sharing programs, including DOCLINE. Fosters relationships with non-health sciences library associations and organizations. Participates in regional exhibits and site visits. Supervises the PSRML Library Assistant III (Network Assistant). Travel is required.

QUALIFICATIONS: Candidates must have excellent interpersonal and communications skills and the ability to work in a team environment. Must show evidence of a solid understanding and knowledge of the Internet and related library technological applications. Must exhibit knowledge of resource-sharing activities within a cooperative library network. Two to three years of experience in a health sciences library setting and an understanding of DOCLINE and other interlibrary loan/document delivery activities are highly desirable. Background will normally include a professional degree from an accredited library and information science graduate program.

SALARY RANGE: \$32,940–\$54,108.

Anyone wishing to be considered for the position should write to:

Karen Murray
Administrative Specialist
Charles E. Young Research Library
UCLA
11334 YRL, Box 951575
Los Angeles, CA 90095-1575

Candidates applying by **June 16, 2000**, will be given first consideration. For full description of duties and qualifications and application procedures, see Web site: www.library.ucla.edu/admin/staffserv/openposn.htm.

REFERENCE/ELECTRONIC RESOURCES LIBRARIAN. Responsibilities: The **University of Mississippi** seeks an energetic, motivated librarian with a strong commitment to service and to new ideas about applying evolving technologies to informational/reference services. The position is entry-level, twelve-month, tenure-track, assistant professor. The successful candidate will work as part of a team providing both traditional and virtual reference services. Duties include general reference desk service (including some evenings and weekends), collection development in assigned areas, and library instruction. He/she will be involved with teaching a one-credit course, creating Web-based instructional materials, and developing effective methods to meet the information needs of the University community. Qualifications: ALA-accredited MLS by date of appointment; excellent oral and written communication skills; strong commitment to user-focused service and instructional ability; knowledge of print and electronic reference sources; the ability to work independently and collegially with other librarians in a rapidly changing environment; knowledge of computer applications; and the ability to meet tenure requirements. Salary: \$30,000. Application Process: Review of applicants will begin June 1, 2000, and continue until position is filled. Send letter of application, résumé, and name, address, telephone, and e-mail of three references to: Dr. Royce Kurtz, J.D. Williams Library, P.O. Box 1848, University, MS 38677-1848. The University of Mississippi is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA employer.

REFERENCE LIBRARIAN. Humanities Specialty. Colorado State University Libraries seeks a reference librarian with a strong commitment to user services to develop the Libraries' collection in the humanities. This position may also be involved in special collaborative activities such as the International Poster Collection and the Arts in the Libraries series. Required Qualifications: ALA-accredited MLS or its equivalent; a degree in one of the humanities or one year of reference experience in an academic or research library; strong public service orientation toward user services; excellent written and oral communication skills; interest in instruction; experience and knowledge of Internet resources and electronic databases; ability to work in a team environment; and ability to meet tenure and promotion requirements, including research and service. Desired: Knowledge of a foreign language. Twelve-month tenure-track faculty appointment with a salary minimum of \$36,000. Submit a letter of application addressing your qualifications as they relate to the position; a current résumé; and names, e-mail and office addresses, and phone numbers of three references to: Teri Switzer, Interim Assistant Dean for Administrative Services, **Colorado State University** Libraries, Fort Collins, CO 80523-1019. E-mail: tswitzer@manta.library.colostate.edu. All application materials must be received by 5:00 p.m., Friday, May 26, 2000. Colorado State University is an AA/EOE and is committed to increasing the diversity of its faculty, staff, and students.

RUTGERS UNIVERSITY LIBRARIES

*Rutgers University Libraries
General Instruction and Outreach Librarian
Paul Robeson Library*

The Robeson Library on the Camden Campus seeks a librarian with substantial expertise in electronic resources and effective training/teaching skills to develop educational programs and offer instruction in the use of information resources; provide reference; act as a liaison for collection development, instruction, and information for selected academic disciplines, campus administrators, and the greater Camden Community. ALA/MLS and 3 years academic library experience required for a tenure track appointment with minimum salary of \$41,751 dependent upon experience and qualifications. See the complete position profile on our Web site at: <http://www.libraries.rutgers.edu/> under 'News and Events'. Candidates applying by May 26, 2000 will receive first consideration. Submit resume, cover letter, and names of three reference to: Sandra Troy (APP141), Libraries Personnel Officer, Rutgers University Libraries, 169 College Ave., New Brunswick, NJ 08901-1163; Fax: 732-932-7637; e-mail: stroy@rci.rutgers.edu. EOE/AA M/F/D/V

REFERENCE LIBRARIAN. Long Island University—Brooklyn Campus. Provide reference service including some evening and weekend hours; collection development and liaison with faculty in curriculum areas. Develop user guides, Web sources; provide curriculum-integrated library instruction; special projects. Required: ALA-MLS, 2–3 years' post-MLS reference experience, preferably in automated academic library; excellent research/database skills; excellent knowledge of electronic resources and related technologies; excellent instructional and communication skills. Preferred: Second master's or 30 additional graduate credits. Position is tenure-track faculty appointment. Minimum salary for Instructor rank: \$41,701; for Assistant Professor: \$46,349. Excellent benefits including 44 days' leave, calendar recesses, release time; 10-month contract. Send letter of interest, indicating position desired, and c.v. to: Terri Campo, Long Island University, 1 University Plaza, Brooklyn, NY 11201-8423. Long Island University is the eighth largest private university in the U.S. 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 8,200 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 235,000 volumes, 2,400 periodical subscriptions, and a collection of 24,000 AV resources. It provides 18 bibliographic databases for end-user searching. LIU is an EEO/AA employer.

REFERENCE LIBRARIAN. Montana State University-Billings is a comprehensive state university located in Montana's largest city. It is the third largest of six units of the Montana University System, with a student enrollment of approximately 4,000. The Montana State University-Billings Library is seeking a Reference Librarian for an active, service-oriented unit of the MSU Libraries. The MSU Libraries share an integrated library system and other resources, serving the four campuses of Montana State University. The Reference Librarian will provide service in the following areas: Reference Desk, Library Instruction, and Collection Development. A master's degree from an ALA-accredited library science program with a minimum of two years' recent post-MLS academic library experience is required. Closing Date: May 22, 2000. For further information, please contact the Human Resources Office, **Montana State University-Billings**, 1500 North 30th Street, Billings, MT 59101-0298. Phone: (406) 657-

AFRO-AMERICAN STUDIES LIBRARIAN AND ASSOC. PROF. LIBRARY ADMINISTRATION

University of Illinois Library at Urbana-Champaign

POSITION AVAILABLE: Immediately. A full-time academic tenured or tenure-track appointment.

DESCRIPTION: The Librarian for Afro-American Studies will work with the Afro-American Studies and Research Program (AASRP) faculty, the library faculty, and the campus to develop dynamic and innovative specialized reference and research support, user education, and consultation services for the library's primary clientele, as well as other scholars, students, and researchers.

QUALIFICATIONS: Required: MLS from an ALA-accredited graduate school or its equivalent; strong English-language communication skills; ability to meet research and publication requirements for promotion and tenure; coursework or post-baccalaureate degree in Afro-American studies or related field of study. At least two years' library experience in collection development and/or reference. Preferred: Experience in bibliographic instruction and user education. Knowledge of French, Spanish, and/or Portuguese. Knowledge of HTML and experience with Web page design. Desired: Strong background in the social sciences and/or humanities. Enthusiasm and commitment to service excellence.

SALARY AND TITLE: Salary commensurate with experience and qualifications. A full-time 12-month tenured or tenure-track appointment as Librarian for Afro-American Studies.

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

**Joyce Lowder
Library Personnel
University of Illinois Library at
Urbana-Champaign
1408 West Gregory Drive
Urbana, IL 61801
Phone: (217) 333-5494**

In order to ensure full consideration, applications and nominations should be received by **June 1, 2000.**

AA/EEO

COORDINATOR, DIGITAL RESEARCH LIBRARY

University Library System, University of Pittsburgh

The University Library System is seeking applications and nominations for the position of Coordinator, Digital Research Library. The Digital Research Library (DRL) is a department that supports the teaching and research mission of the University through creation and maintenance of Web-accessible digital research collections. Utilizing open standards such as SGML/XML and emerging best practices in the digital library field, the DRL seeks both to provide content as well as to make contributions to better understanding digital libraries. The DRL works closely with the School of Information Sciences to provide opportunities for library and archival students to work in digital libraries. A rich technological infrastructure supports the development of production of digital collections. The primary project of the DRL, Historic Pittsburgh, brings together a variety of materials significant to the study of the region.

This position provides leadership for all aspects of the development of the DRL, with overall supervision of the development of hardware, software, digitization contracts, and other technical aspects of the DRL projects. The incumbent will also represent the University of Pittsburgh in professional associations, meetings, and other forums related to digital library issues, and is expected to provide leadership within the digital library community.

The University of Pittsburgh is a leading research institution as reflected in its significant position within ARL and AAU (<http://www.library.pitt.edu/>). The city of Pittsburgh is ranked as one of the nation's most livable cities and is recognized for its natural beauty and unique blend of cultural, educational, and technological resources. Additional information about the city may be found at: <http://www.pittsburgh.net/>.

QUALIFICATIONS: Required: MLS, MSIS, or other appropriate advanced degree. Outstanding leadership skills as evidenced by prior success in managing complex projects, developing programs and new initiatives, level of professional activity, and managing staff and collaborative relationships. Substantial knowledge of digital library technologies and standards as well as a solid vision of the role of digital collections within a research environment. Preferred: External fundraising/grant-writing experience.

SALARY AND BENEFITS: Salary commensurate with qualifications and experience. Comprehensive benefits package including 23 vacation days/year; BC/BS; TIAA-CREF, Vanguard; and tuition assistance.

To apply, please send letter of interest, current résumé/c.v., and the names/addresses/phone numbers of three references to:

**William Gentz
Personnel Librarian
University of Pittsburgh
University Library System
271 Hillman Library
Pittsburgh, PA 15260
E-mail: gentz@pitt.edu**

Review of applications will begin on **May 15, 2000**, and will continue until the position is filled.

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

2278; fax: (406) 657-2120; or visit the MSU-Billings Web site at: <http://www.msubil1ings.edu>. EEO/AA/ADA.

REFERENCE LIBRARIAN AND ASSISTANT/ASSOCIATE PROFESSOR. Francis Marion University. Full-time, twelve-month, tenure-track position. Position No. 99-74. Minimum salary \$38,000. FMU invites applications and nominations for the position of Head, Reference Department. The Head of the Reference Department is responsible for directing all aspects of department services, programs, operations, staff, and budget. Develops strategic directions and visions for Reference and manages change effectively in a collegial manner. Responsible for the quality and currency of the reference collection in all formats. The individual will serve on the Library's administrative team and will assist in policy making, planning, staffing, and budgeting. ALA/MLS and a proven leadership record, including at least five years' library experience and at least three of the five years' experience as a library department head or administrator. Salary is dependent upon qualifications. Women and minorities are strongly encouraged to apply. Visit our Web site at: <http://www.fmarion.edu> for

additional information. Applicants should send a letter of interest referencing position #, a résumé, copies of transcripts of all graduate work (official ones will be requested of successful candidate), three current letters of reference, and three additional names, telephone numbers, and addresses of references to: Alice C. Baker, Assistant Vice President for Human Resources, **Francis Marion University**, P.O. Box 100547, Florence, SC 29501-0547; phone: (843) 661-1140; fax: (843) 661-1484; e-mail: abaker@fmarion.edu. An affirmative action, equal opportunity employer.

REFERENCE LIBRARIAN/SOCIAL SCIENCES, BUSINESS COORDINATOR. Full-time, tenure-track position. Responsibilities: Reference work, library instruction, collection development, liaison with Social Science and Business departments, coordination and maintenance of the entire reference collection. Some evening and weekend hours required. Required: ALA-accredited MLS or its foreign equivalent. Three years' library experience. Experience in reference work and library instruction. Familiarity with computerized reference sources and the Internet. Excellent communication skills. Preferred: Business/Social Science background.



HEAD, SPECIAL COLLECTIONS DEPARTMENT

The University of South Florida
USF Library, Tampa

USF is a comprehensive, metropolitan state university, serving more than 34,000 students in nine colleges on four campuses in Tampa, Lakeland, St. Petersburg, and Sarasota. Among the top research universities in the state, USF offers degree programs in 79 undergraduate disciplines, 89 master's and specialist programs, and 26 doctoral programs, including the M.D., and has a faculty of more than 2,000.

POSITION: Under the general direction of the Library Director, the head of Special Collections is responsible for the development, management, and leadership of the Special Collections and University Archives units. Responsibilities include space management, collection development, and personnel supervision. The position has responsibility for managing public services for special collections; working closely with library faculty, the Director of Library Development, and the University at large to acquire collections that support the University's curricular and research interests and to seek adequate funding for the collections; serving as spokesperson and liaison to Library and University administration, professional and scholarly organizations, faculty, staff, students, and the general public in advancing the status of the special collections; and supervision of conservation and preservation of rare materials.

REQUIRED QUALIFICATIONS: MLS from an ALA-accredited program; eight (8) years post MLS, progressively responsible experience in managing special collections; effective oral and written communication skills; experience in building collections of archival or special collection materials; successful supervisory experience; ability to provide leadership in a collegial manner in an ever-changing environment; working knowledge of the use of the Internet and Web-based technologies in higher education and academic libraries.

PREFERRED QUALIFICATIONS: Advanced degree in history, American literature, or related discipline; experience working with special and/or archival collections in an academic environment; background in and knowledge of rare books; demonstrated knowledge of and interest in Florida history; strong scholarship and service credentials commensurate with qualifications for full university librarian.

SALARY AND BENEFITS: Minimum salary of \$45,000, negotiable based on experience relevant to library's mission. Librarians are 12-month, non-tenured faculty with 22 days' vacation and 13 days' sick leave annually; TIAA-CREF or other retirement options and insurance benefits.

THE LIBRARY: The USF Library, located in Tampa, is the main research library for the multicampus USF library system and offers extensive print resources and continually expanding electronic resources through its Virtual Library Project (<http://www.lib.usf.edu/virtual>) to campus, community, and remote users. The Special Collections, with more than one million items, holds major collections of Floridiana, rare maps, 19th century American literature and children's books, manuscripts, and University archives. An expanding Florida history collection documents the area's business, political, social, and family life. The staff is composed of two librarians, one archivist, two support positions, and graduate and student assistants. For more information about the Special Collections Department, please see: <http://www.lib.usf.edu/spccoll/>.

APPLICATION PROCEDURE: Please send letter of interest; recent résumé; names, telephone numbers, and e-mail addresses of three professional references to:

Martha Manfrin
University of South Florida, LIB 122
4202 E. Fowler Avenue
Tampa, FL 33620-5400
E-mail: mmanfrin@lib.usf.edu
Fax: (813) 974-5153

Applications must be received no later than **June 1, 2000**, to be considered.

USF is an equal opportunity, equal access, affirmative action institution. For disability accommodations, contact Martha Manfrin, (813) 974-1647, TDD (813) 974-9874, a minimum of five working days in advance.

Related second master's degree. Familiarity with distance education and e-commerce. Rank and Benefits: Appointment as tenure-track Instructor or Assistant Professor. All faculty benefits and responsibilities. Salary range: \$34,002–\$41,324 for 9-month academic year. Consideration for summer work at prorated salary. Position Open: Fall Semester 2000. Application review begins April 17, 2000. Applications accepted until the position is filled. The candidate hired must complete a successful campus interview and teach a library instruction session demonstrating excellent communication skills. Send letter of application, résumé and the names of three references to: Diana P. Thomas, Chair, Search Committee for Social Sciences Librarian, Francis Harvey Green Library, **West Chester University**, West Chester, PA 19383. An equal opportunity, affirmative action employer.

SCIENCE REFERENCE LIBRARIAN. The University of Oklahoma. Duties: Under the general direction of the Head of Reference, this position provides general and subject specific reference and informational services; works at the Library's main reference desk; participates in collection development and departmental liaison activities in botany/microbiology, geography, meteorology, psychology, and zoology; and participates in library instruction including general tours and subject-oriented presentations. All reference librarians provide electronic reference and end-user services. This position is governed by the University's policies requiring research or creative achievement and professional service as outlined by the Faculty Handbook at: <http://www.ou.edu/provost/pronew/content/fhbmenu.html>. Qualifications: Required: MLS from ALA-accredited library school; undergraduate or advanced degree in the sciences or two years of library experience working with traditional and electronic resources in a science discipline; experience with current technologies in providing electronic reference service. Desirable: 1–2 years' professional or pre-professional reference experience; advanced degree in biological or life sciences; teaching or library instruction experience; experience in collection development; familiarity with SIRS or other automated systems; evidence of research or creative achievement; excellent interpersonal and communication skills. Search will remain open until filled. Salary: \$36,000. Benefits: TIAA-CREF; State Retirement System; 33 days' paid leave; University holidays; comprehensive medical protection; group life insurance; and reduced tuition. University Libraries: A member of the Research Libraries Group, AMIGOS, and ARL, the University Libraries consists of a main library and six branches. The collection contains more than 3.5 million volumes, 16,000 periodical subscriptions, and three outstanding special collections in history of science, Western history, and business history. The Libraries operates a computerized library system (SIRS) for local holdings. The libraries provide access to document delivery via Uncover and access to electronic resources including FirstSearch, Searchbank/InfoTrac, Lexis/Nexis, and JSTOR. The University of Oklahoma Libraries is a NACO contributing library. The Libraries' homepage is: <http://www.ou.edu/libraries/>. Norman, Oklahoma is an attractive community close to a major metropolitan city with a low cost of living. Employment: Librarians have faculty status, privileges, responsibilities, rank of assistant professor or above, and are eligible for tenure. Application: Send letter of application with résumé, a list of publications, and the names of three references including current supervisor to: Donald C. Hudson, Assistant to the Dean for Administrative Services, University Libraries, **University of Oklahoma**, Norman, OK 73019; phone: (405) 325-2611. Oklahoma University is an equal opportunity, affirmative action employer. We encourage women and minority applicants and we are responsive to the needs of dual-career couples.

USER SERVICES LIBRARIAN. Long Island University—Brooklyn Campus. Manage operations of periodicals services and user services, including providing reference in a periodicals environment. Coordinate planning/implementation of departmental policies and procedures. Evaluate work flow, new technologies, user needs and services. Participate in collection development. Required: ALA-MLS, 2-3 years' related experience in an automated public services department (preferred 5–6 years), with expertise in periodicals management and reference. Excellent written and oral communication skills; strong customer-service orientation. Preferred: Experience with Horizon automated system; 3 years' supervisory experience in a user services department; background in sciences and health sciences a plus. Position is tenure-track faculty appointment. Minimum salary for Instructor rank: \$41,701; for Assistant Professor: \$46,349. Excellent benefits including 44 days' leave, calendar recesses, release time; 10-month contract. Send letter of interest, indicating position desired, and c.v. to: Terri Campo, Long Island University, 1 University Plaza, Brooklyn, NY 11201-8423. Long Island University is the eighth largest private university in the U.S. 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 8,200 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 235,000 volumes, 2,400 periodical subscriptions, and a collection of 24,000 AV resources. It provides 18 bibliographic databases for end-user searching. LIU is an EEO/AA employer.

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Music Librarian IS/Library

Wellesley College invites applications for the position of Music Librarian within the Information Services division, a group of approximately 90 staff members responsible for meeting the library and technology resource and service needs of the Wellesley College community. As Music Librarian, you will contribute directly to the educational mission of the College through the delivery of outstanding information services.

As a member of the Music Library staff (2FTE), the successful candidate will work collaboratively to plan for and deliver resources and services to support the needs of users. Participate in the full range of practices that build, preserve and manage the collections in support of teaching and learning at Wellesley. Select materials (in all formats) in music, foreign languages and other humanities disciplines; provide reference and library instruction. As the library's liaison to the Music department (and other departments), ensure that their teaching and research needs are sustained through local or remote resources.

Requirements: Bachelor's degree in music, plus Master's degree in Library or Information Science from an ALA-accredited school, or advanced degree in Music and relevant experience in academic libraries; 3-5 years of experience in the delivery of library services; strong knowledge of music history, repertory and bibliography; working knowledge of at least two modern foreign languages; exceptional communication, group and analytical skills; ability to work independently and in a collaborative group environment; demonstrated interest in developing innovative user-centered forms of service delivery, involving both traditional and emerging technologies. *Schedule: Full-time, full-year. Hiring range: \$40,000-\$44,000.*

If interested, send cover letter and resume to: Human Resources Office, Code: CRLN4/1, Wellesley College, Wellesley, MA 02481; by fax 781-283-3663; or by email: working@wellesley.edu. Applications will be accepted until the positions are filled.

Wellesley College is an AA/EEO employer and encourages applications from women, minorities, veterans and candidates with disabilities.



WWW.WELLESLEY.EDU/HR/



**TWO POSITIONS:
REFERENCE LIBRARIAN
GOVERNMENT DOCUMENTS/
REFERENCE LIBRARIAN
(Readvertised Position)**

The University of South Florida Libraries, USF Library, Tampa

USF is a comprehensive, metropolitan state university, serving more than 34,000 students in the nine colleges on four campuses in Tampa, Lakeland, St. Petersburg, and Sarasota. Among the top research universities in the state, USF offers degree programs in 79 undergraduate disciplines, 89 master's and specialist programs, and 26 doctoral programs, including the M.D., and has a faculty of more than 2,000.

Reference Librarian

POSITION: Reporting directly to the head of the reference department, reference librarians provide research assistance and instruction to faculty, graduate students, undergraduate students, and community members in all subject disciplines.

RESPONSIBILITIES: Scheduled reference desk service with some weekend and evening hours; library instruction to remote and on-site users utilizing print, electronic, and Internet-based resources; and participation in collection development activities. Candidate must be prepared to meet university faculty promotion standards of service and scholarship.

QUALIFICATIONS: Required: MLS from an ALA-accredited program, effective oral and written communication skills, and demonstrated ability to participate in a highly service-oriented reference environment. Preferred: Post-MLS experience in an academic research library; experience providing reference service in a networked environment; experience with both group and one-on-one instruction, with particular emphasis on electronic resources; experience in preparation of technology-based tutorials and instruction materials.

Government Documents/Reference Librarian (Readvertised Position)

POSITION: Under the supervision of the coordinator of government documents and the head of reference, the government documents librarian assists in overseeing the daily operations of the government documents unit and supervises the graduate assistants assigned to the unit. Provides in-depth documents reference service in a federal, state, and patent and trademark depository. Revises and updates the documents Web page.

(continued on next page)

Late Job Listings

GOVERNMENT PUBLICATIONS LIBRARIAN. The Libraries of the Claremont Colleges seek a government publications librarian with a strong commitment to quality public service programs; basic knowledge of emerging technology; and the ability to work effectively in an automated environment. As a member of Information, Reference, and Instruction Services, has primary responsibility for the U.S. depository collection and provides general reference services, bibliographic instruction, and collection development. This is a full-time, twelve-month position. Some evening and weekend hours required. Minimum Requirements: Graduate degree from an ALA-accredited library school. Demonstrated customer service commitment; demonstrated expertise with computer applications such as Windows, Microsoft Office, Web authoring, and the Internet; ability to work effectively in a collegial environment; ability to work and learn in a technologically advanced environment; excellent oral and written communication skills. Desirable: Previous experience with government documents and/or successful completion of government documents coursework. Academic background in the social sciences, one year of professional library experience, knowledge of Superintendent of Documents Classification System, knowledge of government Internet resources, knowledge of GIS. Salary and Benefits: \$2,689.42 per month minimum, an annual equivalent of \$32,273. Beginning salary and classification

(continued from previous page)

RESPONSIBILITIES: Scheduled desk service at both the government documents information desk and the reference desk with some weekend and evening hours; library instruction to remote and on-site users utilizing print, electronic and internet-based resources; and participation in collection development activities. Candidates must be prepared to meet university faculty promotion standards of service and scholarship.

QUALIFICATIONS: Required: MLS from an ALA-accredited program, effective oral and written communication skills, demonstrated ability to participate in a highly service-oriented reference environment, and experience with print, electronic and internet sources of government information. Preferred: Post-MLS experience in an academic research library, knowledge of federal depository guidelines and practices; experience using HTML in developing Web pages; experience with both group and one-on-one instruction with particular emphasis on electronic resources; experience in preparation of technology-based tutorials and instructional materials; and supervisory experience.

SALARY AND BENEFITS: Minimum salary of \$30,000, negotiable, based on experience and other qualifications. Librarians are 12-month, non-tenured faculty with 22 days' vacation and 13 days' sick leave annually. TIAA-CREF or other retirement options, and insurance benefits.

THE LIBRARY: The USF Library, located in Tampa, is the main research library for the multicampus USF library system, which offers extensive print resources and continually expanding electronic resources through its Virtual Library Project (<http://www.lib.usf.edu/virtual>) to campus, community, and remote users. The Reference Department includes Government Documents and Periodicals, with 14 professional librarians and 7 support staff. The USF Library is a selective federal depository, Florida documents depository, and a patent and trademark depository. For more information about the library, please see: <http://www.lib.usf.edu>.

APPLICATION PROCEDURE: Please send letter of interest; recent resume; and names, telephone numbers, and e-mail addresses of three professional references to:

Martha A. Manfrin
University of South Florida, LIB 122
4202 E. Fowler Ave.
Tampa, FL 33620-5400
E-mail: mmanfrin@lib.usf.edu
Fax: (813) 974-5153

Applications must be postmarked no later than **June 1, 2000**, to be considered.

USF is an equal opportunity, equal access, affirmative action institution. For disability accommodations, contact Martha A. Manfrin, (813) 974-1647, TDD (813) 974-9874, a minimum of five working days in advance.

dependent on background and qualifications. Attractive Benefits Package: 22 days' vacation leave, paid holiday leave, tuition remission benefit, TIAA-CREF, health and dental insurance. Application Deadline: Applications received by May 31, 2000, will be given first consideration. The Claremont Colleges are located in Claremont, California, a medium-sized suburban community with a population of approximately 37,000. It is located 30 miles east of the city of Los Angeles in the foothills of the San Gabriel Mountains. The Colleges comprise Claremont McKenna College, Harvey Mudd College, Pitzer, Pomona, Scripps College, the Claremont Graduate University, and the Keck Graduate Institute. Each institution has its own student body, faculty and administration, campus and curricular emphasis. The guiding vision of the group is to maintain the benefits of each small academic campus within the context of a larger academic community. The Colleges form a mutually beneficial consortium located on adjoining campuses and offer joint academic programs and cross-registration in courses. This arrangement also allows the institutions to cultivate special curricular strengths upon which others may draw, to encourage contact and cooperation among faculty and students from different campuses, and to combine facilities such as the Libraries. At the center of the Libraries of the Claremont Colleges system is Honnold/Mudd Library, which houses the Libraries' central offices, systems equipment, and collections in the social sciences and humanities. Smaller, more specialized collections are located in Denison Library at Scripps College, Sprague Engineering and Science Library at Harvey Mudd College, and the Seeley G. Mudd Science Library at

HEAD OF REFERENCE AND INSTRUCTIONAL SERVICES DEPARTMENT

Wichita State University Libraries

The Wichita State University Libraries seeks an experienced, flexible, and dynamic individual to lead its Reference and Instructional Services Department. Wichita State University is the third largest research institution in the Kansas state university system. Supporting more than 100 undergraduate, graduate and doctoral programs, Wichita State University functions as the system's urban research university with a strong emphasis in engineering, business, public health, science, and the arts. The University is located in the largest metropolitan area of Kansas, serving a population of over 500,000. The Libraries are currently heavily involved in collaborating with other Regent's universities in developing digital initiatives.

RESPONSIBILITIES: Under the general direction of the Assistant Dean for Information Services, the successful candidate will assume the following responsibilities: guiding and planning for the development of reference/information services and resources to meet the needs of the university's faculty, staff, and students in the rapidly evolving 21st century environment; guiding technology development in the department; overseeing current and future directions of the teaching role of the university library; and participating in the Libraries' strategic planning process. Maintains a positive working relationship with various library units, including Collection Development Services, Access Services, and Technical Services. Serves on major library committees and as a member of the Advisory Council to the Dean. Leads a staff of 9 reference faculty and 2.5 classified positions.

REQUIRED QUALIFICATIONS: Graduate degree from an ALA-accredited library and information science program; five years of relevant experience in a medium-sized to large academic or research library environment in the area of reference; demonstrated knowledge of reference theory, reference management, and trends in the development of information services; collection development knowledge and experience; documented evidence of increasing and successful administrative responsibility and supervisory experience; demonstrated knowledge of the latest trends in reference and information services delivery; strong knowledge of reference resources in print and electronic formats; excellent oral and written communication skills; demonstrated ability to work effectively with library faculty, staff, and university community in a collegial environment. Must be eligible to work in the United States. Preferred: Additional graduate degree in a subject area.

SALARY AND BENEFITS: \$44,000 minimum. Salary and rank negotiable depending upon qualifications and experience. A tenure-eligible faculty position. Excellent choice of benefits, including TIAA-CREF, Blue Cross/Blue Shield, and HMOs. 22 days' annual leave.

APPLICATION: Deadline for receipt of applications: **June 5, 2000**. Send letter of application, résumé, and the names, addresses, and telephone numbers of at least three professional references to:

Michael Kelly
Chair, Search Committee
Wichita State University Libraries
1845 Fairmont
Wichita, KS 67260-0068

Wichita State University is an affirmative action, equal opportunity employer.

Pomona College. The total number of volumes is over 2,000,000. All four libraries share access to a common database through a fiber optic network. The Government Documents collection consists of over 600,000 items including paper and electronic resources, microfiche, and microfilm. The library has been a designated depository for the publications of the United States government since 1913, currently selecting about 50%. For additional information, visit our Web site: <http://voxlibris.claremont.edu> or <http://voxlibris.claremont.edu/geninfo/jobs.html>. Send letter of application, full résumé, and the names, addresses, and telephone numbers of at least three references who are knowledgeable about your qualifications to: Alberta Walker, Associate Director, Libraries of the **Claremont Colleges**, 800 North Dartmouth Avenue, Claremont, CA 91711. The Libraries of the Claremont Colleges is an equal opportunity, affirmative action employer.

HEAD, SERIALS UNIT. (Search re-opened) **University of Denver**, Penrose Library. Please see job information posted on our Web site at <http://www.du.edu/hr/employment/postings/> for Position #1226.



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COLLECTION EVALUATION IN ACADEMIC LIBRARIES

by Thomas E. Nisonger, Libraries Unlimited, 1992

GATEWAYS TO KNOWLEDGE

Edited by Lawrence Dowler, MIT Press, 1997

POETIC KNOWLEDGE

by James S. Taylor, State University of New York Press, 1998

READING SHAKESPEARE'S CHARACTERS

by Christy Desmet, University of Massachusetts Press, 1992

SHAKESPEARE'S FLOWERS

by Jessica Kerr and Anne Ophelia Todd Dowden, Johnson Books, 1997



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