

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 website: <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 World Wide Web at <http://www.ala.org/acrl/c&rlnw2.html>. Ads will be placed approximately 2-3 weeks before the printed edition of C&RL News is published.

Contact: Jack Helbig, 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: jhelbig@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 life-style, or national origin." By advertising through ALA services, the organization agrees to comply with this policy.

BOOKS BOUGHT AND SOLD

USED SCI-TECH BOOKS PURCHASED. Physics, math, all engineering, electricity, and electronics, skilled trades, antiquarian tech. Sorry, no serials or life sciences. Quality older editions, duplicates, unneeded gifts, superseded titles always sought. Ex library OK. No quantities too great; will travel when appropriate. For more information please contact: Collier Brown or Kirsten Berg at **Powell's Technical Bookstore**, 33 NW Park Ave., Portland, OR 97209; phone: (800) 225-6911; fax: (503) 228-0505; e-mail to: kirsten@technical.powells.com.

POSITIONS OPEN

ASSOCIATE DEAN, LEARNING RESOURCES AND TECHNOLOGY SERVICES. St. Cloud State University (located 70 miles northwest of Minneapolis/St. Paul) invites applications for an Associate Dean of Learning Resources and Technology Services (LR&TS). Minimum Salary: \$56,253. (Salary commensurate with education and experience.) Appointment date: Negotiable between January 1, 2000 and July 1, 2000. Responsibilities: Work with dean to provide leadership for campus library, computing, networking, and multimedia operations. Characteristic duties include working with faculty, staff, and student personnel issues; coordinating library and technology project development; overseeing day-to-day LR&TS operations; compiling and distributing reports; representing LR&TS publicly, and teaching one course per year. Qualifications and experience: Doctorate required; minimum of five years in higher education including administrative and/or leadership experiences, teaching, scholarly activity, and service. Experience in library and/or technology operations. Knowledge of library and technology management and functions. Ability to communicate verbally, visually and in written formats. Demonstrated ability to work with persons from culturally diverse backgrounds. Nominations and applications are invited and should be addressed to: Associate Dean Search Committee, c/o Dean of Learning Resources & Technology Services, St. Cloud State University, 720 Fourth Avenue South, St. Cloud, MN 56301-4498; Phone: (320) 255-2022; Fax: (320) 255-4778. A complete application consists of a letter of application addressing the responsibilities and qualifications as stated above; vitae; names, addresses, and phone numbers of three to five references. Semi-finalists may be asked to submit additional application materials. Review of applicants will begin October 25, 1999. Position will remain open until filled. SCSU is committed to excellence and actively supports cultural diversity. To promote this endeavor, we invite individuals who contribute to such diversity to apply, including minorities, women, GLBT, persons with disabilities, and veterans.

CATALOGING MANAGER. University of Houston Libraries. Responsibilities: Manage the copy cataloging unit of seven support staff and three student assistants. The unit's responsibilities include pre-order searching, copy cataloging of monographs including Texas and U.S. Govern-

SERIALS CATALOGER

University of California, Santa Cruz

Rank: Assistant Librarian/Associate Librarian.
Appointment Salary Range: \$35,568-\$41,328.

The Library of the University of California, Santa Cruz, seeks a Serials Cataloger to provide leadership in organizing resources available on the Internet and to create original cataloging records for serials and electronic resources. Under the direction of the head of Technical Services, the appointee will develop policies for bibliographic control of serials, coordinate serials processing in the library, and provide guidance to the head of the serials acquisitions and records unit.

UC Santa Cruz is a spectacularly beautiful campus nestled in 2,000 acres of redwood forest and meadows overlooking Monterey Bay, but only 30 miles from Silicon Valley. The campus enrolls close to 11,000 students including 1000 graduate students. The library has a staff of 140, including 31 librarians, and contains over 1.25 million volumes.

For a fuller listing of responsibilities, qualifications needed, and application procedures, please contact Kate McGirr, Assistant University Librarian-Human Resources, via e-mail: liboff@scilibx.ucsc.edu, phone: (831) 459-2076 or fax: (831) 459-8206, or visit the academic human resources website at <http://www2.ucsc.edu/ahr/academic.htm> (position T99-3). The application deadline is **October 29, 1999**.

UCSC is an AA/EEO employer.

COORDINATOR OF GOVERNMENT INFORMATION AND REFERENCE LIBRARIAN

University of Richmond

The Coordinator of Government Information/Reference Librarian oversees the operation and management of the Libraries' Federal Depository Library Collection. The Coordinator also serves as a member of the General Reference Department and takes an active role in the librarian liaison program, library instruction program, and collection development activities for assigned academic departments.

REQUIRED QUALIFICATIONS: ALA-accredited MLS degree; one to three years of reference or documents experience; in-depth knowledge of electronic and print government information resources; demonstrated commitment to library public service; strong oral and written communication skills; strong interpersonal skills; and the ability to work effectively in a team environment. Desired qualifications: Teaching experience; proficiency in using electronic statistical data files, familiarity with GIS, and website development.

The position is a 12-month appointment, including faculty status but not rank or tenure. Salary commensurate with qualifications and experience. Benefits include TIAA/CREF, paid medical insurance, 20 days vacation and 11 holidays.

APPLICATION PROCEDURE: Send letter of application, resume, and the names, addresses, telephone numbers, and e-mail addresses of three current professional references to:

**Human Resource Services
Political Science Building
University of Richmond
Richmond, VA 23173**

Deadline is **November 1, 1999**. Review of applications will continue until the position is filled.

DIRECTOR OF LEARNING RESOURCES (20001)

St. Philip's College

The successful candidate will have the vision and energy to address the educational/technological demands of the 21st century, and will possess at least: Master's in Library Sciences from an ALA accredited school; five years administrative-level experience in a major community college. Learning Resources Center environment to include fiscal planning/management, completing and transmitting electronic surveys via World Wide Web, management of a wide-area library automation systems, and integrating traditional library services and new technological library/media services.

Must submit the following: (1) letter of interest, (2) resume, (3) three letters of recommendation, and (4) photocopies of transcripts. Selectee subject to criminal history check.

Deliver or postmark materials by **October 15, 1999** to:

**Trina Diehl
Interim Employment/EEO Manager
Alamo Community College District
Human Resources Department
201 W. Sheridan
San Antonio, TX 78204
homepage: www.accd.edu/accd/hr/hr.htm
e-mail: emresume@accd.edu
phone: (210) 208-8051
fax: (210) 208-8052**

EEO Employer

Brown University



CURATOR OF THE EAST ASIAN COLLECTION

University Library: Responsible for administering all aspects of a 90,000 volume Chinese/Japanese/Korean (CJK) collection comprising of humanities and social sciences materials. Duties include: overseeing a collection management program for acquiring and maintaining CJK language resources in all formats, as well as selection of English language resources supporting East Asian Studies; responsible for the provision of bibliographic access (may include cataloging) for CJK language materials. Works in close collaboration with East Asian Studies Department faculty; provides reference and research services in the East Asian Collection; supervises Collection staff. Reports to the Head of Collection Department.

Requirements: MLS degree from an ALA accredited library school; competency in Chinese with a working knowledge of Japanese OR competency in Japanese with a working knowledge of Chinese; fluency in English; a strong academic background in East Asian culture; experience providing services for East Asian materials in a research library; familiarity with current library technologies, including database search; experience with automated cataloging of CJK materials; ability to communicate effectively with faculty, students and library staff. Desired qualifications: working knowledge of Korean; supervisory experience; experience with collection development in a research library; ability to work independently as well as in concert with others and maintain enthusiasm for a constantly changing environment. Appointment range: \$36,325-\$48,000 based upon experience. Please submit cover letter, resume and 3 references.

For the above position, please send your resume to Brown University, Human Resources, Box 1879, Job #B00337, Providence, RI 02912

Visit our website at: www.brown.edu

numbers of three references to: Clarissa Fisher, Hunter Library, Western Carolina University, Cullowhee, NC 28723. Hunter Library has a materials budget of 1.1 million. It is a member of the Western North Carolina Library Network, a consortium of three universities sharing an Innovative Interfaces Inc. system and other services. Website: <http://www.wcu.edu/library>. Western Carolina University, with an enrollment of 6000, is a vibrant center for intellectual and cultural life in the Blue Ridge Mountains and is one of the sixteen senior institutions of the University of North Carolina and an affirmative action/equal opportunity employer. Website: <http://www.wcu.edu/>.

DIRECTOR OF LIBRARY SERVICES. Concordia University, River Forest, Illinois. Concordia University in River Forest is hiring for the following, two full-time positions: Director of Library Services and Reference Instruction Librarian. The Director of Library Services provides administrative leadership of library operations, which includes developing local collections and access to over library collections and electronic databases; preparation and administration of the Library Services budget; and working closely with Information Services personnel and the University faculty in planning and providing necessary support of the curriculum and goals of the University. This position does require commitment to Lutheran education and values congruent with the Lutheran Church. Qualifications include: Master in Library Science or MLIS from an ALA-approved program, several year's of academic library experience, some of which is administrative; experience with knowledge about application of new technologies related to library services and information access. A Reference/Instruction Librarian is needed to provide reference assistance, including electronic information, to teach library and information classes, and to develop access to electronic resources, maintain web pages and assist in development of collections. Qualifications include: Academic library experience preferred. Required: MLS from an ALA accredited school, teaching or training skills, and experience in using electronic resources. Must be

ment Documents, and OCLC input. The Manager coordinates OCLC activities and training throughout the libraries. Detailed position announcement: <http://info.lib.uh.edu/local.copyc.htm>. Qualifications: ALA-accredited master's degree, experience in cataloging operations, and knowledge of MARC formats, LCSH, LC classification, AACR2, and OCLC required. Ability to interact effectively with all levels of staff. Excellent oral and written communication skills. Supervisory experience and knowledge of the Innovative system preferred. Salary: \$37,000. Comprehensive benefits package; choice of retirement programs including TIAA-CREF. Applications accepted until the position is filled. Letter of application, names of three references, and resume to: John Lehner, Library Human Resources Director, M.D Anderson Library, University of Houston Libraries, Houston, TX 77204-2091 The University of Houston is an EO/AA employer. minorities, women, veterans, and persons with disabilities are encouraged to apply.

COLLECTION DEVELOPMENT LIBRARIAN (Search reopened), Western Carolina University, which has gained national recognition for its integration of technology into the classroom, invites applications and nominations for a Collection Development Librarian. This librarian will provide leadership in the development and evaluation of the non-serial collections; policy formulation; allocation and management of budget; monitoring publishing trends, both electronic and print, and cooperative collection development in the context of a three-institution consortium. The Collection Development Librarian will coordinate and support the work of librarians who serve as liaisons to academic departments, and will work with teaching faculty who are planning new programs or courses or preparing for accreditation visits. Anticipated initiatives include increased selection of websites by liaisons for inclusion in the OPAC and assessment of the circulating monograph collection. The person in this position is expected to work closely with the Serials Librarian, who has comparable responsibilities with respect to serials resources and with the Cataloging and Acquisitions Unit. Supervises one full-time support staff. Reports to University Librarian. Required: ALA-accredited master's degree in library science and a minimum of two years' full-time experience in a collection development unit in an academic library. Preferred: Experience in collection assessment and as a liaison with classroom faculty. Supervisory skills, knowledge of automated systems, good oral and written communication skills, planning and organizational skills, and an ability to work effectively with teaching faculty, students, library faculty and staff. This is a twelve-month, tenure-track appointment. Salary: \$36,000. Position open until filled. Applications received by November 8, 1999 will be given first consideration. Please send letter of application, resume, and names and telephone

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.

LIBRARY DIRECTOR

Stanford University Business Library

The Stanford University Graduate School of Business seeks a Library Director for the J. Hugh Jackson Library, one of five independent Coordinate Libraries at Stanford. The Jackson Library Director has primary responsibility for providing services to the faculty, students and staff of the Graduate School of Business and manages a collection of over 4,000 active serial titles, 1 million corporate reports, and 450,000 monographs. The Rosenberg Corporate Research Center, located on the library's first floor, contains the latest electronic business information resources and a comprehensive reference collection of financial services, directories, and statistical sources. There are over 100 public and staff computers within the library's 45,000-square-foot facility.

In this position, you will manage the 38 (29.9 FTE) staff who provide both public and technical library services, including specialized reference and research services for the Graduate School of Business community. You will define library goals, develop strategies, and set priorities in support of the School's research and teaching mission. This appointment also entails serving on the School's Information Resources Management Team and working closely with faculty and departmental managers.

This opportunity requires an effective leader with a Master's in Library Science or equivalent combination of training and work experience. An MBA degree or an advanced degree in Economics or Finance is desired. Demonstrated successful experience in working with business, economics, and social sciences literature and its organization in either an academic or business library are required. Effective planning, supervisory and management skills, experience with current technology and information systems, familiarity with online business databases, and strong communication and project management skills are essential.

Please send a cover letter, a complete statement of qualifications, a full resume, and the names and addresses of three references to:

**Search Committee "C"
J. Hugh Jackson Library
Graduate School of Business
Stanford University
Stanford, CA 94305-5016**

For information on this position, please see our website at <http://wesley.stanford.edu/library/jobs/search3.html>.

AA/EOE

able and willing to support the curriculum and goals of the University, which include education and values congruent with the Lutheran Church. Mail or fax letters of interest and resume to: Pam Chrusciel, Director of Human Resources, **Concordia University**, 7400 Augusta St., River Forest, IL 60305; fax (708)209-3176. Concordia University is an Equal Opportunity Employer.

DIRECTOR OF THE LIBRARY, The Mariners Museum, Newport News, Virginia. (Re-opened) Internationally renowned maritime museum is seeking a dynamic and innovative leader to direct the operations of the Museum's 75,000+ volume research library and archives. The director is expected to provide overall vision for the library in accordance with the Long Range Plan and mission of the Museum, act as a communicative mentor for the library staff, identify and utilize opportunities for new technologies, be a spokesperson and advocate for the library both internally and externally, and network with the library community. In addition, the director will guide the move from existing quarters to a new library, scheduled for completion in the near future. Individual must have a MLS from an ALA-accredited program and at least five years' previous related experience with progressively increasing responsibilities directly related to the position, superior communication and public relations skills, and previous experience in community networking. This position offers a salary in the \$40,000 to mid-\$50,000s range with excellent benefits. For consideration, forward resume with letter of interest to: HR Manager, **The Mariners' Museum**, 100 Museum Drive, Newport News, VA 23606.

DIRECTOR, UNIVERSITY ARCHIVES AND COLUMBIANA LIBRARY. Columbia University seeks Director to oversee administration of University Archives and Columbian Library. Reporting to the Office of the Secretary, incumbent develops and implements policies and procedures, goals and outreach efforts; is responsible for collection development and surveys and appraises collections in academic and administrative units; identifies funding sources and develops and writes grant applications; works closely with in-house administrators and faculty, and staff at other repositories on

collection, research and special initiatives; develops budget and supervises staff of two; oversees process for indexing, binding, and storing Trustees' Minutes and is a key participant in developing background materials used by the Trustee to identify Commencement honorees. Qualifications: Bachelor's degree required. M.A. in a related field and formal archival training or MLS and formal archival training highly desired. Four years' related experience required. Must be familiar with USMARC format; have project and personnel management experience; excellent writing, communication, and interpersonal skills; and experience working under tight deadlines. Send cover letter including salary requirements and resume to: **Columbia University**, P.O. Box 920, Source Code 990533, Burlington, MA 01803. Columbia University is an affirmative action/equal opportunity employer.

DOCUMENT DELIVERY AND DISTANCE EDUCATION COORDINATOR. Angelo State University (Unclassified Staff Position) Job# 980623. 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. Supervises two 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. To learn more about the Library and Angelo State University, see <http://www.angelo.edu/>. Qualifications: MLS or its equivalent from an ALA-accredited program. Experience: 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

ASSISTANT INTERNATIONAL AND FOREIGN LAW LIBRARIAN

Edward Bennett Williams Law Library Georgetown University Law Center

The Edward Bennett Williams Library, with its collection of over 900,000 volumes and a staff of 70, is one of the country's premier legal research institutions, supporting an outstanding law school faculty and student body. The Georgetown University Law Center has an established reputation for quality programs in international and foreign law, and the International and Foreign Law Department of the Library is responsible for developing collections and providing reference and research support for these programs.

ASSISTANT INTERNATIONAL AND FOREIGN LAW LIBRARIAN

The Library seeks a librarian to provide reference service to students, faculty, researchers and other library patrons in their use of the international, foreign, and comparative law collections, including some teaching activity as requested in support of the curriculum. This position also selects foreign, comparative, and international legal and non-legal materials for addition to the collection and participates in collection development activities with a total book budget of over 3 million dollars. This position reports directly to the International and Foreign Law Librarian, and is responsible for hiring, training, and supervision of one support staff and several student assistants, and the day-to-day management of the department.

REQUIRED QUALIFICATIONS: Master's degree from an accredited library school; education or experience in a relevant subject area; reading knowledge of at least one foreign language, preferably Western European; knowledge of the documentation of international organizations, i.e., United Nations, the European Union, World Trade Organization; experience with electronic resources and library systems; demonstrated ability to organize people and projects; excellent verbal and written communication skills.

PREFERRED QUALIFICATIONS: Significant reference experience; knowledge of international and foreign legal resources; familiarity with different legal systems, especially the United States; supervisory experience; proven instructional ability; publications or other evidence of scholarly potential.

SALARY AND BENEFITS: Salary commensurate with experience and qualifications.

For more information about this position and about the Library, visit the Library's website at www.ll.georgetown.edu.

To apply, send a resume and the name of three references to:

Margaret Fry
Associate Law Librarian for Administration
Edward Bennett Williams Library
Georgetown University Law Center
111 G Street N.W.
Washington, D.C. 20001

These materials may also be submitted via e-mail to fry@law.georgetown.edu. We will begin reviewing applications on **October 1, 1999**.

Georgetown University is an EOE/AA Employer.

delivery and distant education will be considered. Also preferred: Expertise with NOTIS, the use of Internet/WWW, and presentation programs. Special Skills or 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. Minimum of \$27,000. Apply to: Personnel Office, **Angelo State University**, 2601 West Avenue N, San Angelo, TX 76909; phone: (915) 942-2168 or Fax: (915) 942-2271. Open but may be closed at any time after October 29, 1999. An Equal Opportunity/Affirmative Action Employer.

ELECTRONIC SERVICES LIBRARIAN. Provides leadership in defining, initiating, and maintaining innovative, user-focused electronic services in support of reference activities including areas such as distance education and electronic reserves. Serves as managing editor of the library's website. Assists in the licensing of electronic reference resources. Provides general and specialized reference services. Participates in the library bibliographic instruction program. Fulfills collection development and library liaison responsibilities in assigned subject areas. Fulfills requirements of faculty status in areas of contributions to librarianship, scholarly activities, and service. Qualifications: ALA-ac-



HARVARD
COLLEGE
LIBRARY

PROFESSIONAL VACANCY

SENIOR CATALOGER

HARVARD COLLEGE LIBRARY

Under the direction of the Team Leader of the French-Italian-Romanian Cataloging Team, the Senior Cataloger performs complex original cataloging of monographs in French, Italian and several other languages in all formats, and associated local authority work on HOLLIS as well as NACO. Serves as a resource for difficult cataloging questions with emphasis on descriptive cataloging. May review and revise the work of other original catalogers and library assistants. The Senior Cataloger is responsible for keeping up with technological change, including macro creation, participation in web design, etc. Participates in technical services committees and working groups. Assists in development and training related to workflow issues. Responsible for creation of some Series Authority Records for the section. Contributes to team effort by accomplishing related duties as required.

Qualifications: Master's Degree from an accredited library school or equivalent; advanced knowledge of French; working knowledge of Italian; and the willingness to learn other languages handled by the Team. Three to five years' complex monographs cataloging experience, preferably in a large research library; advanced knowledge of AACRII international cataloging principles, rules and tools including Library of Congress Rule Interpretations, subject analysis/classification; grasp of recent changes in cataloging practice; familiarity with publishing practices in other countries. Advanced knowledge of OCLC/RLIN; ability to quickly master local practices of subject analysis/classification; a record of competence and productivity in complex bibliographic work; experience with catalog migration. Demonstrated commitment to professional development; ability to work effectively in a collaborative team environment; excellent organizational/interpersonal skills; flexibility and versatility.

Compensation: Harvard University offers a competitive program of benefits. Anticipated salary in the high 40's.

Available: Immediately. The review of applications will begin immediately and continue until the position is filled.

Interested parties are invited to submit a letter of application addressing position qualifications (please note requisition number), resume, and the names, addresses, telephone and fax numbers of three references to:

Resume Processing Center
Harvard University
Requisition #1920
11 Holyoke Street
Cambridge, MA 02138

Or apply on-line to www.hr.harvard.edu/employment/jobs.html

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



H A R V A R D UNIVERSITY

TWO POSITIONS AVAILABLE

University of Minnesota Libraries—Twin Cities Campus

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

The University of Minnesota Libraries invites applications and nominations for dynamic and innovative applicants for the positions of Head of the East Asian Library and Social Sciences Librarian.

EAST ASIAN LIBRARIAN (UL102)

DESCRIPTION: Unit Administration: Responsible for planning and policy making; manage daily operations; supervise one FT Library Assistant and PT student employees; maintain liaison with functional teams and branch libraries.

RESOURCE DEVELOPMENT: Acquire materials through purchase and exchange in all formats in East Asian vernacular languages and materials related to East Asia in English and other western languages; develop criteria and implement programs for collection management in preservation and maintenance, digitization, storage, withdrawal, and resource sharing; work Libraries teams to ensure effective intellectual and physical access to the collections.

REFERENCE SERVICE AND OUTREACH: Develop programs that teach and promote essential information skills required for success in the electronic environment; provide formal and informal instruction in the use of bibliographic resources, access tools, and library collections; provide general and specialized reference and research assistance to faculty, students and the community.

Digital Resources Development: Continue to develop digital resources available via East Asian Library web pages; maintain leadership in providing state-of-the-art electronic resources.

FACULTY AND STAFF LIAISON: Maintain liaison with faculty, students, and instructional programs to determine collection and service needs, and interpret these within the Libraries; serve as the representative of the University Libraries in the area of East Asian Studies to academic departments, individuals and groups in the academic community outside the University and to professional organizations.

QUALIFICATIONS: Required: ALA-accredited MLS or foreign equivalent; fluency in Chinese; demonstrated knowledge of collection development and management functions; knowledge of electronic resources and their applications in East Asian studies; experience with automated cataloging of CJK materials; demonstrated strong commitment to library public service; strong oral and written communication skills; strong interpersonal skills, and ability to work effectively with a diverse clientele. Preferred: Experience in using electronic resources in a research environment; graduate work in East Asian Studies or related field; ; working knowledge of Japanese or Korean; supervisory experience.

SALARY AND BENEFITS: FT, 12-month, continuous appointment track, academic/professional position with probationary appointment at the Assistant or Associate Librarian rank. The Libraries offers a competitive salary, commensurate with experience, not less than \$36,000. Excellent benefits and substantial moving allowance.

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credited MLS. Ability to interact effectively with all levels of staff and faculty. Ability to provide reference services in a wide range of subject areas. Broad understanding of both print and electronic reference sources and the impact of technology on libraries. Ability to set and attain goals effectively. Excellent organizational, planning, interpersonal, oral and written skills. Successful experience with web page design and with web-based technologies such as HTML. Salary/Benefits: Salary range is upper \$30s to lower \$40s for a 12-month appointment, tenure track, TIAA/CREF, 24 days vacation, flexible benefits package. UNOmaha is an equal opportunity employer. Review of applications will begin October 15, 1999 and continue until a candidate is selected. A letter of application, resume, and the names of three references should be sent to: Jan Boyer, University Library, University of Nebraska at Omaha, Omaha, NE 68182-0237; e-mail: jboyer@unomaha.edu; fax: (402) 554-3215. For additional information about UNO or the University Library, please visit UNO's home page at <http://www.unomaha.edu/> or the Library's home page at <http://library.unomaha.edu>.

EXPERIENCED LEADER WITH A GRADUATE DEGREE IN LIBRARIANSHIP/INFORMATION SERVICES. Cameron University (<http://www.cameron.edu>), a state supported public university which offers associates, bachelors and masters degrees, is seeking an experienced leader with a graduate degree in librarianship/information services from an accredited institution. Preference will be given to candidates with a second masters degree in a subject matter discipline or doctorate in library/information services or related field. Progressive responsibility for strate-

gic planning, knowledge of library technology and electronic services, experience with staff development, and an understanding of library service issues are qualifications which will be strongly considered. The Cameron University main campus is located in Lawton, Oklahoma, the university operates the Duncan Higher Education Center, in Duncan, Oklahoma, and delivers courses and degree programs at Fort Sill and Altus Air Force Base both in Oklahoma. Courses and degree programs are offered electronically to numerous other sites in Oklahoma. The School of Graduate and Professional Studies offers two masters degrees at eight military installations across Europe. The library provides services electronically to all sites served by the university and for a variety of collaborative educational programs with other universities both on and off the main campus. To apply send resume, list of at least three references with names, addresses and phone numbers, and transcripts (unofficial) to: Terral McKellips, Chair, Search and Screening Committee, Cameron University, PO Box 16356, Lawton, OK 73505-6377. EOE/AA

HEAD OF INFORMATION SERVICES AND BIBLIOGRAPHER FOR THE SCIENCES. The University of California, Riverside library welcomes applications for a department-head level position in the Science Library. This position, currently titled Head of Information Services and Bibliographer for the Sciences, requires a creative librarian capable of providing leadership in a time of dynamic growth and change. This position is responsible for the operations, collections, and staff of the Information Services Department in the Science Library, supervising seven librarians and the Map Collection staff. Graduate library degree. Degree in scientific

(Continued from previous page)

SOCIAL SCIENCES LIBRARIAN (UL 103)

DESCRIPTION: Resource Development: Serve as subject specialist for North American History, Political Science, International Relations, and General History/Historiography; in cooperation with librarians in other social sciences and areas studies, maintain responsibility for all aspects of development and management of resources in digital and print formats.

REFERENCE SERVICE AND INSTRUCTION: Provide reference service during scheduled hours and by appointment in assigned subject areas, including services in the Library's digital resource centers; participate in design, development, and maintenance of library web pages and other electronic resources; provide relevant instruction to faculty and students, and appropriate training for library staff.

FACULTY AND USER LIAISON: Serve as faculty liaison to appropriate academic departments.

QUALIFICATIONS: Required: ALA-accredited MLS or foreign equivalent; demonstrated knowledge of collection development and management functions in assigned subject areas; knowledge of electronic resources and their applications in the social sciences; demonstrated strong commitment to library public service; strong oral and written communication skills; strong interpersonal skills, and ability to work effectively with a diverse clientele. Preferred: Graduate-level work in a relevant field; experience in using electronic text and/or statistical data files in a research environment; demonstrated proficiency in social sciences statistical data files.

SALARY AND BENEFITS: FT, 12-month, continuous appointment track, academic/professional position with probationary appointment at the Assistant or Associate Librarian rank. The Libraries offers a competitive salary, commensurate with experience, not less than \$32,000. Excellent benefits and substantial moving allowance.

RECRUITING SCHEDULE: Positions are available immediately. Applications will be accepted until positions are filled. Full position descriptions are available at <http://www.umn.edu/ohr/employ.html> listed with Academic Professional positions by Job Numbers UL102 and UL103.

APPLICATION PROCEDURE: Send a letter of application, resume, and the names, addresses, telephone numbers and e-mail addresses of three current professional references to:

**Linda DeBeau-Melting
Libraries Human Resources Office
University Libraries
499 Wilson Library
309 19TH Avenue S.
Minneapolis, MN 55455-0414**

Identify application with number UL102 or UL103.

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.

or engineering disciplines highly desirable; minimum four years progressively responsible experience in reference services and collection development in an academic, special, or public library with significant holdings in the sciences and engineering. Extensive experience with print and electronic information sources and services; strong grasp of the current state of information technology; understanding of the information needs of scientists and current trends and issues in scientific publishing and communication. Supervisory experience and demonstrated achievement in organization leadership. The successful candidate will be appointed to the Librarian series at a salary level appropriate to the candidate's qualifications and experience. Appointment range, (\$39,456-\$60,636). Librarians are academic appointees and accrue vacation at the rate of two days/month and sick leave at the rate of one day/month. The university offers a broad range of benefits and an excellent retirement program. Open until filled. To ensure consideration applicants should send letter of application, complete resume, and the names and addresses of three references by October 17, 1999 to: John W. Tanno, AUL, University of California, P.O. Box 5900, Riverside, CA 92517.

LIBRARIAN. Terra Museum of American Art, Chicago, Illinois. The Terra Museum of American Art seeks an experienced librarian to develop, organize, and maintain the museum library collection so that it is accessible and relevant to the museum's holdings. The successful candidate will provide research assistance to staff members, visiting scholars, and the public as needed. The librarian will possess excellent communication and strong organizational skills and will be knowledgeable of Internet data-

bases and online searches. Grant-writing experience and knowledge of cataloguing software is preferred. MLS required; MA in art history or other advanced degree preferred. Starting date: October/November 1999. Salary commensurate with experience. Application deadline: until position is filled. Interested candidates should send resume and cover letter to: **Terra Museum of American Art, HR**, 664 North Michigan Avenue, Chicago, IL 60611 or fax to (312) 664-2052. No phone calls please. Equal Opportunity Employer/AA.

LIBRARIAN, HISTORY OF SCIENCE COLLECTIONS. The University of Oklahoma. Duties: Under the direction of the Curator of the History of Science Collections, the librarian is responsible for the general operation of the History of Science Collections. The librarian supervises departmental technical processing including cataloging, maintenance of records, authority control, and automation; provides reference services; supervises production of microfilm and slides; assists in completion of grant projects; may conduct tours of the Collections; and updates the Collections' web page. The librarian supervises two library technicians and approximately eight student assistants. This tenure-track position is governed by the University policies for research or creative achievement and professional service described in the University's Faculty Handbook. Qualifications: Required: MLS from ALA accredited library school; bibliographic knowledge of European languages (ancient or modern); familiarity with automated cataloging systems, AACR2 and MARC formats; one or more years professional library experience. Desirable: Broad educational background including the history of science, European history, the humanities, and the

DIRECTOR OF LIBRARY DEVELOPMENT AND EXTERNAL RELATIONS (RE-OPENED)

California State University, Sacramento Library

The CSU Sacramento Library seeks a goal-oriented and highly motivated individual for the position of Director of Library Development and External Relations. Working in close coordination with University development officers and Library staff, the Director of Library Development and External Relations is responsible for planning, implementing and managing the Library's comprehensive development program including major gifts, planned giving, annual funds, corporate and foundation relations, and special events. The Director oversees the Library's internal and external publicity program, and works closely with Library support groups. The position reports to the Dean of the Library.

QUALIFICATIONS: Required: Bachelor's degree. Record of progressively responsible management of fund raising activities. Ability to build a successful, comprehensive fund-raising program. Excellent written and oral communication skills. Excellent interpersonal skills and ability to work collaboratively and effectively with Library staff, volunteers, private and corporate donors, and community members. Working knowledge of computer hardware, software and the Internet. Attentive to detail and ability to meet deadlines. Preferred: Successful record of fund raising in higher education. Knowledge of university libraries. Experience in grant writing. Knowledge of private foundations and corporations.

SALARY/APPOINTMENT: Full-time California State University System Management Personnel Plan (MPP) position. Salary: \$50,000 minimum. Salary is commensurate with credentials and experience. California State University, Sacramento has an attractive retirement and benefits program.

APPLICATION/DEADLINES: Applications received by **November 1, 1999** will receive first consideration; position will remain open until filled. Send a current resume and cover letter addressing qualifications for the position and the names, addresses, and phone numbers of three professional references to:

Patricia Larsen
Dean and Director of the Library
The Library, California State University, Sacramento
2000 State University Dr. East
Sacramento, CA 95819-6039

For a full position description, contact lmjones@csus.edu.

California State University, Sacramento is an Affirmative Action/Equal Opportunity Employer.

sciences; cataloging experience; one or more years experience in special collections; some supervisory experience; second master's degree or PhD degree; evidence of research or creative achievement and effective communication skills. First screening date: November 15, 1999. Search will remain open until filled. 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 management system (NOTIS) including local holdings, subject databases, and network connections to other libraries. The University of Oklahoma Libraries is a NACO contributing library. Norman, Oklahoma is an attractive community with a low cost of living, close to a major metropolitan city with a low cost of living. OU is migrating to the SIRSI System. Employment: Librarians have faculty status, privileges, responsibilities, rank of assistant professor or above, and are eligible for tenure. Application: Send letter of application with resume, a list of publications, and the names of three references including current supervisor to: Donald C. Hudson, Assistant to the Dean for Administrative Services, University Libraries, University of Oklahoma, Norman, OK 73019; (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.

PERIODICALS LIBRARIAN. San Diego Mesa College is seeking an experienced, knowledgeable and forward-looking librarian whose primary responsibility will be coordinating the selection, acquisition, processing and management of the library's rapidly changing periodicals collection. Other assignments will include reference service, library instruction, and book collection development. San Diego Mesa College Library is located in a beautiful award-winning four-story Learning Resources Center build-

ing serving the campus's 24,000 students. Required Qualifications: ALA-accredited Master's degree in Library Science or its equivalent; demonstrated experience in the selection, organization and management of a library periodicals collection; demonstrated experience in using library computers and library software; demonstrated experience in providing library reference service using a variety of print resources and electronic databases; demonstrated knowledge of current collection development and library instruction principles, trends and techniques; strong written and verbal communication skills. Salary: \$3,428-\$5,149 per month. Applications must be received in the Human Resources Employment no later than 4:30 p.m. on December 16, 1999. To request application materials, please contact: **The San Diego Community College District, Human Resources Employment Office, 3375 Camino del Rio South, Suite 330, San Diego, CA 92108-3883; phone: (619) 584-6580 or 1-800-648-4023.**

PROJECT CATALOGER, COTSEN CHILDREN'S LIBRARY. Available: December 1999. Two or more temporary vacancies for twelve- to eighteen-month appointments. The Princeton University Library: The Princeton University Library is one of the world's most distinguished research libraries. It employs a staff of approximately 320 librarians, professional technical workers, administrators, and support staff; it also has a large student and hourly workforce. Library operations are divided among 20 sites on campus, including a large central library. More information on the Princeton University Library may be found at the Library's website <http://infoshare1.Princeton.EDU:2003/>. The Cotsen Children's Library of the Princeton University Library is one of the world's finest collections of historic children's books together with a gallery designed to inspire children to read. The Children's Library is located in Princeton's main library and is organizationally a part of the Department of Rare Books and Special Collections. Holdings in the Children's Library include more than 23,000 books, prints and other items, including an important collection of early editions of Perrault's fairy tales. For further information on the collection, please visit the Cotsen Children's Library website at <http://www.princeton.edu/~cotsen/Description>: The Cotsen Children's Library

HEAD OF ACCESS

John M. Olin Library Washington University in St. Louis

Washington University Libraries invites applications for the position of Head of Access.

RESPONSIBILITIES: Under the direction of the Assistant Dean for Access and Bibliographic Description, the Head of Access is responsible for providing flexible, responsive leadership in the management of the Audio-Visual/Reserve, Circulation, Interlibrary Loan, and Shelving Units. Develops and coordinates access policies and procedures among Olin and the departmental and school libraries. Leads the library in creating innovative multimedia services to assist patrons. Investigates the issues involved in electronic reserves and intellectual property rights. Participates in space planning for a major renovation. Manages the Library's participation in consortial resource sharing programs. Serves as a member of the Library Administrative Group.

QUALIFICATIONS: MLS from an ALA-accredited library school, second master's degree preferred; at least three years supervisory experience, preferably in an academic library; experience in academic library circulation, reserve, or ILL/document delivery services preferred; experience with providing access to multimedia resources preferred; knowledgeable about the operation of an automated library management system; strong customer service orientation, excellent communication skills, ability to work effectively in a collegial manner in a changing environment, understanding of the needs of a research university. Salary range: \$42,500-\$50,000.

GENERAL INFORMATION: Washington University, located at the western edge of the city of St. Louis, is a medium-sized, independent, research university founded in 1853, and is internationally known for excellence in teaching and research and for the quality of its faculty and student body. Washington University Libraries, a member of the Association of Research Libraries, includes the John M. Olin Library and twelve school and departmental libraries and holds over three million volumes. The University is a member of MOBIUS, a consortium of academic institutions in the state, which provides online direct patron borrowing through an INN-Reach union catalog.

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

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

Position will remain open until filled; initial review of applications will begin **November 1, 1999**.

Employment eligibility verification required upon hire.

Washington University is an equal opportunity/affirmative action employer.

is in the process of producing a multivolume printed catalog of its foundation collection of 21,000 books dating from the fifteenth to the twentieth centuries. The titles are printed in a wide variety of languages, chiefly Western European. The catalog is being prepared by a team of both professional and support staff. The project cataloger works as part of this team, preparing original and complex shared cataloging of monographic and serial titles, following national and local bibliographic procedures. Although the cataloger will work mostly on books printed before 1900, the ideal candidate will be able to catalog 20th-century books as well. Cataloging of the earlier items requires knowledge of the aims and methods of rare-book cataloging and the ability to apply the descriptive rules to illustrated materials from the hand-press period in a variety of unusual formats. **Qualifications:** The successful candidate will hold an ALA-accredited MS in Library and Information Science or its equivalent. The position requires familiarity with AACR2, DCRB, LCC, and the ability to work successfully with name records. The successful candidate must have a strong reading knowledge of at least one non-English European language, preferably German, as well as knowledge of a second language, preferably French. Knowledge of Latin is also useful. The position also requires a background in literature, art history, or history. Preference will be given to candidates with experience using database programs (preferably MS Access) and knowledge of word processing. The successful candidate must be able to balance productivity needs with the demands of a production schedule. He or she must also be able to work at a high level of accuracy, consistency, and attention to detail. Preference will be given to applicants familiar with rare

book cataloging, illustrated books, and the history of children's books. **Benefits:** Twenty-four (24) vacation days a year, plus eleven (11) paid holidays. Annuity program (TIAA/CREF), group life insurance, health coverage insurance, and disability insurance. **Salary & Rank:** Dependent upon experience and qualifications. Review of applications will begin on November 22, 1999 and will continue until the position is filled. Nominations and applications (resume and the names, titles, addresses, and phone numbers of three references to be contacted) should be sent to: Search Committee for Project Cataloger, Cotsen Children's Library, c/o Lila Daum Fredenburg, Human Resources Librarian, **Princeton University Library, One Washington Rd., Princeton, NJ 08544-2098.** Princeton University is an equal opportunity/affirmative action employer.

REFERENCE LIBRARIAN. Mount Holyoke College seeks an energetic and flexible librarian for a 12-month full-time position in the Reference Department. The department functions as a self-managed team dedicated to providing high quality and technologically advanced resources to the college community. Responsibilities for the position include Reference Desk coverage, library instruction, collection development and participation in the departmental liaison program. All reference librarians participate in the planning, evaluation and implementation of the library's electronic information resources. Salary will be commensurate with experience. All librarians have non-tenure, faculty status and enjoy a full range of health insurance, disability and retirement options. **Qualifications:** MLS required. Minimum two years experience in Reference services in an

BUSINESS/REFERENCE/INSTRUCTION LIBRARIANS

California State University, Fullerton. The Pollak Library

The Pollak Library is seeking dynamic librarians to provide instruction and reference assistance to students, faculty, staff, and the community. Two or more tenure-track positions are offered. One requires a specialty in business and the other general subject expertise in one or more areas: business, law, communications, social sciences (especially ethnic studies), science/engineering, or government publications. Assignments include teaching library instruction sessions in an electronic environment and provision of assistance at the reference desk and in an electronic resources area. Other duties include serving on one or more instruction teams, creating instruction-related web pages and serving as subject consultant to academic departments, with responsibilities for collection development activities. MLS degree required. Prefer two years professional experience in academic library or other library providing similar services; experience providing computerized reference service; experience conducting instruction sessions in an electronic environment.

Business Reference/Instruction position requires significant subject expertise in business. Appointment range will be from Senior Assistant Librarian, Step 3 (\$3575/mo.) to Associate Librarian Step 9 (\$5,191/mo.).

Reference/Instruction position requires general subject expertise in one or more of the disciplines noted above. Appointment range will be from Senior Assistant Librarian, Step 1 (\$3,412/mo.) to Step 9 (\$4,107/mo.). For complete position descriptions and application instructions, send a request to:

**Richard Pollard, University Librarian
Pollak Library**

**California State University, Fullerton
P.O. Box 4150**

**Fullerton, CA 92834-4150
(714) 278-2714**

<http://www.library.fullerton.edu/Recruitment/>

For full consideration, all application materials must be received by **November 1, 1999**.

AA/EEO/Title IX/ADA employer

LUTHER COLLEGE

Executive Director of Library and Information Technology Services

Search reopened

Luther College invites applications and nominations for the position of Executive Director of Library and Information Technology Services to provide leadership for the recently merged Preus Library and Information Technology Services departments. The Executive Director reports to the president of the college. The Executive Director leads the college in developing and carrying out strategic plans for Preus Library and information technology services as they relate to the academic and administrative goals of the college. Duties include managing the operations of both the library and information technology services, formulating and implementing policy for selecting and integrating effective information technologies and services for the college, budget planning, and management.

Qualifications include a graduate degree—information systems or ALA-accredited library science degree with extensive preparation and experience in technology services preferred; five years or more experience managing information technology and/or library service departments; evidence of increasing administrative responsibility; and demonstrated

leadership in strategic planning and organizational, personnel, and fiscal management. Strong interpersonal skills, the ability to communicate effectively, and a commitment to service, teaching, and innovation are also essential.

This is a 12-month administrative appointment to begin immediately, but no later than, June 2000. Salary commensurate with qualifications and experience. Excellent benefit package. Review of applications will begin October 1, 1999.

Luther College is a 138-year-old liberal arts college of 2,500 students affiliated with the Evangelical Lutheran Church in America and located in the picturesque rolling hills of northeast Iowa. Additional information can be found at <http://www.luther.edu>.

Applicants are asked to submit a cover letter and résumé, along with the names, addresses, and telephone numbers of four current references to: Karen Martin-Schramm, Assistant to the President, Luther College, 700 College Drive, Decorah, Iowa 52101.





HEAD, LIBRARY SYSTEMS DEPARTMENT

Loyola University Chicago

Responsible for managing the work, activities, and personnel of the department to achieve a computing environment that serves the libraries' current needs and ensures the development of new services and resources to meet user and staff needs. Responsible for designing, maintaining, and enhancing the libraries' computing networks and workstations, including the selection and tracking of software and equipment. Plans, budgets, develops and implements innovative strategies for complex systems. Serves as administrator for at least one platform and for planning and implementing telecommunications strategies in line with University Information Technologies Division's directions. Coordinates or leads large project teams comprised of library staff, other Systems staff. University IT staff and consultants. Keeps current on new technologies and works closely with other systems staff, other library staff, and University IT staff to implement new technologies to improve services. The department head supervises a staff of 4 FTE and reports to the Associate Dean.

REQUIREMENTS: MLS from an ALA-accredited institution. Bachelor's, advanced degree, or certificate in Computer Science or equivalent experience. Strong customer service orientation; excellent interpersonal skills; excellent written and oral communication skills. Extensive experience with NT/Microsoft Windows operating systems and applications or UNIX server administration. In-depth understanding of a wide range of computer hardware, software, and network applications. Knowledge of telecommunications issues. Demonstrated project management skills and successful supervisory experience. Ability to work with library staff to provide a broad level of computing support, including Website and desktop support. Preferred: Administrative experience with two or more of the following platforms: Unix, NT, Novell. Systems experience in an academic library. Experience implementing or supporting the Endeavor integrated library management system. Experience in supporting or supervising support for a computing environment consisting of NT workstations and MS applications.

Loyola University Chicago Library system has over 1.7 million volumes in its 7 libraries and an FY2000 collection budget of over \$5 million. The Systems Department provides services to users and staff at five libraries at three campuses in Chicago and one in Rome. The libraries' computing environment includes NT, Novell, Unix platforms and over 250 staff and user NT workstations. The University libraries use Endeavor and coordinate closely with the Loyola Health Sciences and Law Libraries and the University's Information Technologies Division.

SALARY: Commensurate with experience. Benefits include 20 days vacation, tuition benefits, TIAA/CREF, and standard medical/dental plans. Qualified applicants should send a letter of application, resume, and contact information for three references to:

**Edward A. Warr
Dean of Libraries
Cudahy Library
6525 N. Sheridan Rd.
Chicago, IL 60626**

Review of applications will begin **October 20, 1999**. Applications will be accepted until position is filled.

For more information about Loyola, visit <http://www.luc.edu>.

Loyola University is an affirmative action, equal opportunity educator/employer.

academic library. Excellent instructional, analytical and communication skills. Enthusiasm, flexibility, team approach, and ability to work with others in a service oriented environment. Willingness to work evenings and weekends. Strong working knowledge of current electronic information services is essential; familiarity with HTML and web development and a background in History or the Humanities are highly desirable. Environment: Mount Holyoke College is an independent, liberal arts institution for women located in Western Massachusetts. The College is part of a Five College cooperative program along with Amherst, Hampshire, and Smith Colleges and the University of Massachusetts. The Five College libraries have a long tradition of sharing resources through reciprocal borrowing privileges, interlibrary loan, an online public access catalog, and other electronic resources. The Mount Holyoke Library has recently joined with Computing and Information Systems, Electronic Services, and the Language Resource Center, to form a new organization, Library, Information

and Technology Services (LITS), to support the College's information and technology needs. The College's workforce consists of 648 women and 398 men, full and part-time. Mount Holyoke is an Equal Opportunity/Affirmative Action Employer committed to multicultural awareness and cultural diversity in its faculty, staff and students. Application: Please send a letter of interest, vita and the names and addresses of three references to: Human Resources Department, Skinner Hall Room 1, **Mount Holyoke College**, South Hadley, MA 01075. Review of the applications will begin on November 1, 1999.

REFERENCE LIBRARIAN. The University of Alabama. The University of Alabama Libraries is seeking candidates for the position of Reference Librarian in the Rodgers Science and Engineering Library. Responsibilities: Provides reference assistance to faculty, students, and others; performs bibliographic instruction; participates in collection development;

HEAD, ARTS LIBRARY

The University of California, Santa Barbara

The University of California, Santa Barbara, one of the nine campuses of the University of California system, is seeking a Head of the Arts Library. UCSB is ranked as a category 1 research university by the Carnegie Commission, and is an elected member of the Association of American Universities. The Arts Library, housed in the Music Building, contains the Art and Music collections for the UCSB library system. One of the largest public university art libraries in North America, the art collection numbers over 200,000 volumes and includes print, serial, microform, video, and electronic resources. Special collections within the Arts Library include the renowned Art Exhibition Catalog Collection (86,000 volumes), the Art Auction and Sales Catalog Collection (40,000 volumes), the Art Microforms Collection (an extensive photo archive of over 200 titles), as well as artists' books and sketchbook facsimile collections. The art collection supports the teaching and research programs in Art History, Studio Art, Archaeology, Architectural History, and the History of Photography. The Arts Library currently has a total of 10 FTE and a number of student assistants.

RESPONSIBILITIES: The Head of the Arts Library reports to the AUL, Information and Research Services and has administrative responsibilities for the operation of the library including personnel, facilities management, resource allocations, space planning and preservation. S/he supervises, trains, and evaluates librarians and support staff in the library. As part of the professional librarian team, s/he has responsibility for reference services, bibliographic instruction, and collection development and management for Art and Art History. The Head of the Arts Library serves as the library liaison to the Art History and Studio Art faculty and students as well as a resource to the Art Museum curatorial staff. The incumbent works with University of California art librarians, regional librarians, and various institutions to create and enhance cooperative services and programs. S/he actively participates in the development of library digital projects for the California Digital Library. S/he promotes effective relationships with campus constituencies, donors, support groups, and the local community. The incumbent serves as a member of the Information Services Group, represents UCSB on the GARLIC Group (Gallery of Art Research Libraries in California), and in other local, regional, and national organizations. S/he participates in library committees and task force groups as appropriate.

QUALIFICATIONS: MLS from an ALA-accredited program. Strong subject background in Art History, Studio Art, Architecture, or related discipline. Significant supervisory experience and excellent management skills, including management of resources and personnel. Experience in collection development, reference and bibliographic instruction. A strong commitment to public service is essential. Excellent oral, written, and interpersonal communication skills. Ability to work effectively with colleagues, faculty, students, and community users in a diverse, multicultural community. Record of professional contribution in areas related to the Arts Library. Demonstrated experience and understanding of facilities management, space planning, conservation and preservation. Commitment to diversity and staff team development. Experience in donor relations, fundraising, or grant writing is highly desirable. Reading knowledge of two Western European languages is also desirable.

HIRING RANGE: \$46,344 to \$60,636 based on qualifications and experience. Consideration of applications begins **November 1, 1999**, and continues until the position is filled.

Send resume, and names and addresses of three references to:

**Detrice Bankhead
Associate University Librarian, Personnel
Davidson Library
University of California
Santa Barbara, CA 93106**

Visit our home page at: <http://www.library.ucsb.edu>

*The University of California is an equal opportunity/affirmative action employer
and invites applications from all who meet the stated qualifications.*



Social Sciences Librarian

Swarthmore College invites applications and nominations for the position of Social Sciences Librarian. Swarthmore is an extremely selective, private four-year liberal arts institution with about 1350 students and 160 faculty. The College is located in suburban Philadelphia, a region with exceptional higher educational and cultural environments.

The Social Sciences Librarian assumes primary responsibility for research consultation, instructional services, collection development and resource advocacy for the Social Sciences departments including Economics, Political Science, Sociology and Anthropology, Psychology and Education, and some interdisciplinary programs. Oversees government documents collections and user services including assisting users in the access, manipulation, and analysis of Social Sciences data. As a member of the public services team, works scheduled times at the reference desk, participates in shared management of the public services department and shared responsibility for selection of reference sources including digital sources. Librarians are expected to demonstrate potential for professional growth and creative or scholarly contributions to the profession.

Candidates should have an undergraduate degree and MLS in library and/or information science from an ALA-accredited library school with a concentration in reference services; advanced degree in the Social Sciences or area studies highly preferred. Excellent oral and written communication skills, analytical/problem-solving skills, and interpersonal skills necessary. Proficiency with general computing applications required. Must possess strong service orientation, strong teaching skills and a desire & passion for teaching.

Swarthmore's McCabe Library and its branch libraries, the Cornell Library of Science & Engineering and the Underhill Music Library, comprise 650,000 volumes and 2400 current serials, with CD-ROM and Internet bibliographic database access. Swarthmore is linked with Bryn Mawr and Haverford Colleges in a consortial library system with an online public access catalog, shared databases, and reciprocal borrowing. There is strong cooperation among the three college libraries with regard to program planning and implementation, automation, and collection sharing.

Consideration of applications will begin on November 1, 1999 with an anticipated starting date of January 2000. Please submit letter and resume, along with the names, addresses, e-mail, and/or phone numbers of 3 professional references to: **College Librarian, McCabe Library, Swarthmore College, 500 College Avenue, Swarthmore, PA 19081. Visit us at: www.swarthmore.edu.**

**Swarthmore College is an equal opportunity employer
committed to excellence through diversity.**

conducts online research for users; serves as faculty liaison; assists with website development; works with systems office to maintain computer applications and network; coordinates technical processing operations. This position reports to the Head of the Science and Engineering Library. **Qualifications:** Required: An MLS from a program accredited by ALA; high interest in sci-tech librarianship; experience with computers and productivity applications; ability to search online and CD-ROM databases; familiarity with Internet technologies and resources; ability to work effectively with students, faculty, and library staff; excellent oral and written communication skills; strong commitment to client-centered service; evidence of, or potential for, professional and/or scholarly activity. Preferred: Educational background in the sciences or engineering; knowledge of science and engineering literature and reference sources; experience with website development tools; basic understanding of computer networks. **Library environment:** The Science and Engineering Library occupies a new building dedicated solely to library services and designed to accommodate advanced information technology. The library was constructed in 1990 to serve faculty and students in engineering, the sciences, and mathematics. The Library serves approximately 250 faculty and 3,000 graduate and undergraduate students, and current holdings are about 210,000 volumes and 1,500 current periodicals, plus several thousand microforms. The staff consists of three professional librarians, four support staff, and student assistants. The University maintains membership in the Association of Research Libraries, the Center for Research Libraries, the Coalition for Networked Information, SOLINET, and the Network of Alabama Academic Libraries. The Libraries employ the Endeavor Voyager Integrated Library System. The University Libraries occupy a place of campus leadership in the transformation of the scholarly communication system. The Libraries' website can be accessed at <http://www.lib.ua.edu>. **Salary/benefits:** 12-month tenure track appointment at the Instructor or Assistant Professor rank depending on qualifications. Minimum salary: \$26,000/Instructor and \$28,600/Assistant Professor. Strong benefits, substantial moving allowance may be available. To apply: Send letter of application, resume, and names, addresses, and phone numbers of three references to: Voni B. Wyatt, Personnel Officer, **The University of Alabama Libraries**, P.O. Box 870266, Tuscaloosa, AL 35487-0266. Applications received by November 1, 1999, are assured of receiving consideration. The University of Alabama is an equal opportunity/affirmative action employer.

REFERENCE LIBRARIAN AND ASSISTANT/ASSOCIATE PROFESSOR. Francis Marion University Full-time, twelve-month tenure-track position. Position No. 99-74. 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. The position is available November 1, 1999, or when a suitable candidate is found. **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. Francis Marion University is a state-supported comprehensive institution with a diverse student body of approximately 4,000. The University offers both graduate and undergraduate degrees and emphasizes teaching excellence. The University is located about 10 miles east of Florence, 55 miles west of Myrtle Beach, and 80 miles east of Columbia in South Carolina's Pee Dee region which is poised for rapid growth and development. Visit our website at www.fmarion.edu. Applicants should send a letter of interest referencing position number, a resume, 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; (843) 661-1140; fax: (843) 661-1484; e-mail: abaker@fmarion.edu. An affirmative action/equal opportunity employer.

REFERENCE LIBRARIAN/CHEMISTRY INFORMATION SPECIALIST. Science and Engineering Library, University of California, San Diego. Associate Librarian II-III, \$42,154-\$57,980; or Librarian I-III, \$54,113-\$61,848. Announcing an exceptional opportunity in beautiful, sunny San Diego, to join a dynamic library team and work with one of the country's top three chemistry departments. As a member of the Science and Engineering Library team, the Chemistry Information Specialist helps design, plan, execute, and evaluate reference, advisory, and instructional programs that select and deliver information in the areas of chemistry, biochemistry, chemical engineering, and chemical aspects of environmental and materials science. Develops and adapts established courses and course components that instruct students in chemistry information skills. The incumbent has primary responsibility for developing campus collections and access to online resources in chemistry, chemical engineering, and related interdisciplinary fields. Serves as an expert in the use of complex chemistry

Career Opportunities @ Wellesley College

Wellesley College Information Services - The College Library

Wellesley College invites applications for three newly reconfigured Library positions 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 community of students, faculty and staff. Each of the positions provides opportunities to contribute directly to the educational mission of the College through the delivery of outstanding information services. Successful candidates must be committed to working in a collaborative environment and to ongoing learning and professional development. They must also have superior interpersonal and communication skills. These positions were shaped in the course of a Library-wide work redesign, implementation of which has just begun. Wellesley College offers a comprehensive benefits package and salary commensurate with experience.

Research and Instruction Librarian and Group Manager

Provides leadership for the Research and Instruction Group (RIG) of the Wellesley College Library, the group responsible for the planning and delivery of research support and instructional services. Facilitates and performs the work done in the RIG, such as providing reference service, teaching subject-specific and other research skills classes, and creating Web pages to support the information needs of students and faculty. As a member of the Library's six-person Management Group, undertakes a comprehensive leadership role in such activities as planning, establishing priorities and allocating resources.

Requirements: ALA-accredited MLS; 4-5 years' increasingly responsible professional experience in providing reference service and library instruction in an academic setting; excellent analytical and teaching skills; demonstrated interest in developing innovative, user-centered forms of service delivery as well as the necessary Web skills; knowledge and experience in collaborative management techniques; superior oral and written communication skills; ability to plan, prioritize, and motivate and coordinate the work of staff; diplomacy, flexibility, ability to work well under pressure; background in the humanities or social sciences. Reading knowledge of at least one foreign language is preferred.

Library Collections Management Subject Specialist

As a member of the Library Collections Management Group, participates in the full range of practices that build, preserve and manage the Library's collections. Selects materials (in all formats and in specified subject disciplines) for the Library. Serves as the Library's primary contact with students and faculty in specific departments and programs to ensure that their basic library information and research needs can be sustained through local or remote resources.

Requirements: ALA-accredited MLS or other advanced academic degree (preferably in the social sciences, including psychology) and experience in academic libraries; 3 years' experience in collection management; 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; reading knowledge of one or more foreign languages; experience or course work in qualitative/quantitative research methods desirable; spreadsheet and database management skills.

Science Research and Instruction Librarian (Half-Time Position)

As a member of the Research and Instruction Group, provides reference service and library instruction in science disciplines to all patrons including Wellesley College's summer program students. Teaches subject-specific and other research skills classes, develops Web pages and other items to enhance library instruction, and performs extended computerized literature searches. Collaborates with other members of the Research and Instruction Group to plan for delivery of new services.

Requirements: ALA-accredited MLS; 1-3 years' professional experience in a public service setting, preferably with a science research collection; strong background in the sciences; experience in library instruction; demonstrated interest in developing innovative, user-centered forms of service delivery; ability to work independently and in a collaborative group environment; one year+ experience searching online science databases; broad knowledge of science reference materials; basic computer skills, including Web page construction; ability to work well under pressure; adaptability and flexibility in scheduling hours (some nights and weekends required).

Visit the Wellesley College Web Site at www.wellesley.edu. If interested, send cover letter and resume indicating the specific position, salary requirements and the names of 3 professional references to: Human Resources Office, Code: CRLN; Wellesley College, 106 Central Street, Wellesley MA 02481; Email: employment@wellesleycollege.edu; Fax: (781) 283-3663. Applications will be accepted until the position is filled.

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

NETWORK SERVICES COORDINATOR (Search Resumed)

Louise M. Darling Biomedical Library
Pacific Southwest Regional Medical Library
UCLA Library

The Pacific Southwest Regional Medical Library of the National Network of Libraries of Medicine (NLM) at the UCLA Biomedical Library seeks a talented and innovative librarian as Network Services Coordinator. The Coordinator is responsible for planning, budgeting for, monitoring, and evaluating resource sharing and development programs, and communication activities to support health sciences library service within the Region. Supervises the Network Assistant. Resource sharing functions include: serving as regional DOCLINE Coordinator; facilitating serials updating in SERHOLD; coordinating ILL policies and procedures; providing training/assistance in effective use of NLM's systems; and promoting Loansome Doc service among network libraries. Resource development includes: maintaining a regional database of experts in library-related activities, for referral purposes; coordinating ongoing development of BioSites; encouraging consortia and libraries to submit grant proposals to NLM; coordinating the Network membership program; and fostering networking with non-health sciences library groups. Information communication involves: writing articles for the regional newsletter; producing information sheets, a directory of health sciences libraries, training and other materials, in print and electronic format.

QUALIFICATIONS: Knowledge of resource-sharing activities within the Network; excellent communication/interpersonal skills; thorough knowledge of the Internet and related technological applications; two to three years experience in health sciences libraries. Background will normally include a professional degree from an accredited library and information science graduate program.

SALARY RANGE: \$35,568-\$53,052.

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

Rita A. Scherrei
Associate University Librarian for Administrative Services
Charles E. Young Research Library
UCLA
11334 YRL, Box 951575
Los Angeles, CA 90095-1575

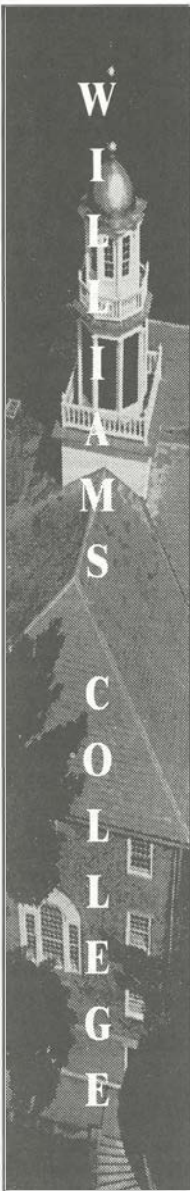
Candidates applying by **October 15, 1999**, will be given first consideration. For full description of duties and qualifications and application procedures, see website:
www.library.ucla.edu/admin/staffserv/openposn.htm.

information sources in print and electronic media. Helps manage and develop the Science and Engineering Library website and associated databases and services. Reports to the Department Head, Science and Engineering Library. Required: M.S. or equivalent. Demonstrated interest in the delivery of science and technology information. Skill in instructing adult learners. Familiarity with standard indexes and reference works in chemistry, in both print and electronic formats. Demonstrated understanding of the information needs of scientists and engineers and their use of chemistry information resources. Demonstrated strong public service commitment. Excellent interpersonal skills. Superior oral and written communication skills. Demonstrated ability to work successfully and independently in a collaborative, team-oriented environment. Strong grasp of the current state of information technology. Potential to perform sophisticated chemistry database searches. Demonstrated initiative and flexibility in adapting to change. Preferred: Record of innovative approaches to information delivery and instruction. Substantial academic background in chemistry and/or experience in providing access to chemistry information in an academic or corporate research environment, including strong database search skills, particularly in Chemical Abstracts. Ability to communicate easily with academic faculty and students. Skill in developing, designing, and maintaining web-based information resources. UCSD offers a highly competitive compensation package. Consideration of applications will begin November 16, 1999, and continue until the position is filled. Submit via electronic mail, facsimile, or regular mail a letter of application, resume,

and a list of three references to: Debra Ambrose, Recruitment Coordinator, Library Human Resources 0175H (1), University of California-San Diego, 9500 Gilman Drive, La Jolla, CA 92093-0175; telephone: (858) 534-1279; confidential fax: (858) 534-8634; e-mail: libraryjobs@ucsd.edu. AA/EOE. Complete information at: (<http://orpheus.ucsd.edu/fac/chemistrylib.htm>).

REFERENCE LIBRARIAN/LIBRARY INSTRUCTION AND DISTANCE EDUCATION COORDINATOR. Assistant Professor. Nine-month, tenure-track faculty position. For information on position responsibilities, requirements, and application procedures, see <http://www.sou.edu/indexv.htm>. Salary: \$35,487 for nine months. Applications received by November 30, 1999, given preference; position open until filled. For further information, contact Dale Vidmar, Library Search Committee, Southern Oregon University, Ashland, OR 97520; phone: (541) 552-6842; fax: (541) 552-6429; e-mail: Vidmar@sou.edu. SOU is an AA/EEO employer committed to development of an inclusive, multicultural community.

SEARCH EXTENDED FOR ELECTRONIC SERVICES LIBRARIAN. Mississippi State University, Meridian Campus. MSU Meridian is a branch campus of Mississippi State University, which is located in Starkville, Mississippi. MSU Meridian was established in August 1972 to provide educational opportunities to individuals unable to attend residential campuses. Working with surrounding feeder community colleges, MSU Me-



Williams College is a selective liberal arts college located in the rural northwestern corner of Massachusetts. Nestled in the Berkshires, Williamstown (population 7000) has a lively arts community and plentiful outdoor recreation. The library provides a collaborative environment in which excellent service is emphasized. Collections of 820,000 volumes and 2,400 periodicals. The library has 37 employees, 12 with MLS.

CATALOG LIBRARIAN

Seeking an individual to catalog materials for the college library, including original and copy cataloging of serials and monographs, in a variety of formats and languages. Responsibilities also include online catalog and database maintenance, retrospective conversion and reclassification projects. The Catalog Librarian will also train catalog assistants, student workers and participate in the formulation of cataloging department policies and procedures. Serving as liaison to one or more academic departments the Catalog Librarian will contribute toward collection development for relevant subject disciplines.

Qualified candidates will have a MLS degree from an ALA accredited library school, experience in a catalog department with print and electronic serials. Knowledge of OCLC, AACR2, MARC formats, automated bibliographic control systems (Innovative Interfaces preferred), and Library of Congress standards, rule interpretations, subject headings and classification schemes, also necessary. Reading knowledge of one or more foreign languages, preferably French, German or Italian required. (JOB # 1456)

HEAD OF ACQUISITIONS AND COLLECTION DEVELOPMENT

Reporting to the College librarian, the Head of Acquisitions and Collection Development is responsible for supervising an acquisitions/serials staff of five and for overseeing the selection, purchase, evaluation, binding, and weeding of all print and non-print materials in Sawyer Library and the science libraries in support of the library's mission. Serving as chief collection development officer, the Head will manage \$1.3 million budget and approval plans and will coordinate the activities of librarians who are liaisons with academic departments. Also will serve as library's liaison for selected academic departments. Some reference and instruction opportunities are available.

Candidates should possess an ALA accredited MLS degree and a minimum of three years' experience with collection development and acquisitions in a liberal arts undergraduate environment. Knowledge of budgeting, approval plans, and electronic resources. Successful supervisory experience and expertise with automated acquisitions systems (Innovative preferred). Experience with OCLC/MARC. Prefer reading knowledge of minimum of one foreign language and second Master's degree. Effective oral and written communication skills. (JOB # 1453)

Resume review will begin on October 4, 1999 and continue until position is filled. Please send cover letter with job number and resume to: Employment Manager, 15 Park Street, Williamstown, MA 01267-2114; Phone: (413) 597-2681; Fax: (413) 597-4060;

E-mail: hr@williams.edu

EEO/AA/ADA EMPLOYER

Meridian offers junior and senior level courses leading to a bachelor's degree, and graduate courses leading to a master's or educational specialist degree in several academic disciplines. Day and evening classes accommodate the 750+ non-traditional students who enroll each semester. In 1993, MSU Meridian moved into a new 60,000-square-foot facility on a 26-acre campus. There are approximately 50 full-time resident faculty and staff. The Dean of the Meridian Campus, as chief administrative officer, provides leadership for the campus. The Electronic Services Librarian will develop, implement, and coordinate resources, technologies, systems, and facilities in providing electronic library resources and systems for faculty, staff, and students. Qualifications include: Master's degree in an ALA-accredited program (information services, library services, etc.); three years of relevant experience in an academic library environment; strong interpersonal, verbal, and written communication skills; demonstrated mastery of computer technology. Applicants should submit the following to: Tammy Eason, Administrative Assistant, Office of the Dean, MSU Meridian Campus, 1000 Highway 19 North, Meridian, MS 39307; (1) letter of

application for the position; (2) resume; (3) official transcript showing highest degree; (4) two letters of recommendation. Salary: approximately \$30,000 annually. Applications accepted until filled. MSU is an AA/EEO Employer.

SCIENCE LIBRARIAN AND COORDINATOR. Owen User Education and Database Searching, Washington State University, Owen Science and Engineering Library, Pullman, Washington. Position available: Currently vacant. Specific responsibilities: Coordinates an active, curriculum-integrated information literacy program for Owen Science and Engineering Library in cooperation with the Libraries Head of User Education and other instruction librarians. Participates in planning, developing, implementing, and evaluating all aspects of user education in relation to WSU's curriculum, mission, and goals including the libraries' general User Education programs. Confers with faculty to plan instructional sessions, develops instructional materials, including Web-based educational resources, and teaches in the User Education program. Coordinates online database

HEAD OF REFERENCE AND INSTRUCTION

Carleton College Laurence McKinley Gould Library

The Laurence McKinley Gould Library is a vibrant center of the intellectual and cultural life of the campus, and serves a significant educational role in a college community committed to excellence in learning and teaching. We seek an experienced, talented and energetic Head of Reference and Instruction to join us in developing an imaginative, student-centered liberal arts college library program. Beginning in the Fall of 2000, we are planning a major expansion of reference and instructional services. A major feature will be an experimental program of information literacy that is completely integrated into the curriculum of the college.

This newly created position represents a unique opportunity to provide creative leadership, working in collaboration with an exceptional group of librarians, faculty, and students, in building a dynamic set of sophisticated information resources and services. As a member of the library's management team, you will participate in library-wide policymaking, planning, and administration.

Carleton's library has an outstanding undergraduate collection and a talented staff of 26. Information about the library can be found at <http://www.library.carleton.edu>. Carleton College is a highly selective, residential, non-sectarian liberal arts college offering degrees in 33 fields of study and seven interdisciplinary programs to 1,850 men and women. Carleton is consistently ranked among the nation's top liberal arts institutions. It is located in the historic town of Northfield, Minnesota, 45 miles south of Minneapolis and St. Paul.

RESPONSIBILITIES: The Head of Reference and Instruction provides leadership in planning, implementing, and evaluating information services. Works closely with faculty and college administration in defining and achieving the college's goals for information services and information literacy. Supervises 4 or more reference librarians, participates in teaching both students and faculty. Oversees reference collection development and participates in strengthening and extending a liaison program which, in partnership with colleagues in academic computing, provides a high level of computing and information support to faculty campus-wide.

QUALIFICATIONS: Experience in developing, evaluating, and managing effective programs of reference and instruction. Excellent teaching skills and broad familiarity with reference resources and trends and issues in academic information services. Minimum of 5 years of academic library management experience. Sophisticated supervisory skills, including supervision of librarians; good listener; sensitive and supportive approach to personnel management. Ability to view issues from a library-wide perspective, foster teamwork and esprit de corps, and stimulate cross-functional collaboration. Strong interpersonal skills and ability to formulate ideas clearly in both written and spoken form. ALA-accredited MLS. Strong background in using and in implementing access to a wide range of electronic resources, and a solid grounding in the world of books and scholarship. Demonstrated ability to work effectively with faculty and students in interpreting and advancing the work of the library in support of learning and teaching. Strong experience and skills in evaluating and implementing information technology applications, and in collaborating with academic computing operations in a campus setting. Advanced degree in an academic discipline preferred; college library experience desirable.

Salary and fringe benefits highly competitive. For further information on salary and fringe benefits, contact Bonnie Jean Mork, Director of Human Resources, (507) 646-4175.

To apply, please submit a letter of application and resume, along with the names, addresses, e-mail, and phone numbers of three references. Review of applications will begin **October 25, 1999**, and continue until the position is filled.

Materials should be sent to:

**Samuel Demas
Head of Reference and Instruction Search Committee
Laurence McKinley Gould Library
Carleton College
Northfield, MN 55057**

Carleton College is an equal opportunity employer committed to excellence through diversity.

HEAD, INFORMATION SERVICES DEPARTMENT (REVISED)

Georgia State University William Russell Pullen Library

Georgia State University, a dynamic urban university in downtown Atlanta, seeks an innovative department head for the Pullen Library's Information Services department. The position reports to the Associate University Librarian for Public Services, and serves as an effective leader, communicator, and change-agent as we redefine roles, customize services, and develop new client-centered strategies for the future.

RESPONSIBILITIES: Include, but are not limited to, management of several functional units and multiple service locations; supervision of a large staff providing a variety of information/reference services in a progressive and technically sophisticated environment utilizing web-based online catalog, campus network, and GALILEO statewide electronic resources; leadership in the successful implementation of the reference/liaison model; development of programmatic initiatives and administration of policies and practices; participation in service delivery and as a member of the Library's management team; recognized service to the library, university, and profession.

REQUIREMENTS: ALA-accredited master's degree and minimum of five years professional experience in reference and related public service areas; supervisory experience; demonstrated decision-making and organizational skills; proven ability to promote cooperation and collaboration; excellent communication and interpersonal skills; proficiency in traditional and computer-assisted research methods; evidence of professional involvement and achievement; client-centered philosophy.

PREFERRED: Additional graduate degree; reference or supervisory experience in an academic library. **Desirable:** Collection development experience.

AVAILABLE: Fall 1999.

SALARY AND RANK: \$45,000-\$56,000 for twelve months commensurate with qualifications and experience. Appointment at a faculty rank, on a contract renewal basis.

For more information, please visit our website at www.library.gsu.edu or www.lib.gsu.edu.

APPLICATION: Send letter addressing above qualifications, resume, and names, addresses, and telephone numbers of three references to:

Carmen R. Newton
Library Human Resources Officer
William Russell Pullen Library
Georgia State University
100 Decatur St. SE, Room 205
Atlanta, GA 30303-3202

Applications received by **November 1, 1999**, will be given first consideration.

Georgia State University is an equal opportunity educational institution/affirmative action employer strongly committed to cultural diversity.

searching for Owen Library using a variety of sources including Dialog and STN. Provides reference and public services at Owen Library. Responsible for collection development and liaison activities in specified science disciplines. Schedule includes some weekend and evening work. Reports to the Head of Science Libraries. **Qualifications:** Required: ALA-accredited MLS. Experience in a science or engineering library or a subject background in one of those fields. Experience in teaching or training using emerging educational technologies. Excellent analytical, interpersonal, and communication skills. **Preferred:** Experience searching CD-ROMs and online databases and using the Internet in a public services environment. Experience in collection development. **Salary:** From \$30,000 commensurate with qualifications and experience. **Rank:** Librarian 2; faculty status. **Other benefits:** TIAA/CREF, broad insurance program, 22 days vacation and 12 days sick leave per year. Application review begins:

October 29, 1999. Send letter of application, resume, and names and complete mailing addresses and phone numbers of three references addressed to: Bonny L. Boyan, Library Administrative Office, **Washington State University Libraries**, P.O. Box 645610, Pullman, WA 99164-5610. WSU Libraries' home page is: <http://www.wsulibs.wsu.edu>. WSU is an EEO employer. Protected group members are encouraged to apply.

SERIALS LIBRARIAN. The Connecticut State Library in Hartford is now accepting applications for Serials Librarian in its Collection Management Unit. The library is the chief research library for the Executive, Legislative, and Judicial branches and provides services to state government and to the citizens of Connecticut. **Responsibilities:** Directs and supervises all activities related to the acquisition, encumbrance, and bibliographic verification of serials and electronic resources. Analyzes, formulates and implements



HEAD OF THE EDUCATION/BUSINESS TECHNOLOGY LIBRARY (REPOSTED)

Loyola University Chicago

Responsible for overall management and development of the Mallinckrodt Library, which serves the School of Education, related distance learning programs, and a new Center for Information Management for the Professions. This branch campus, located in Wilmette, Illinois, 20 miles north of downtown Chicago, has evolved as a center for new, high-visibility post-baccalaureate certificate programs in e-commerce data warehousing, and computer science. Responsibilities include: supervision of 3.5 FTE professional and support staff and a number of student assistants; budget management; strategic planning and project management; marketing of library services; service on library and university committees. Oversees reference, library instruction, and distance learning services. Serves as a collection development librarian and faculty liaison for education collections. Reports to the Assistant Dean for Information Services and Collection Development.

QUALIFICATIONS: Required: ALA-accredited MLS; three years of professional experience in an academic library, including supervisory experience; academic background and/or experience in the field of education; knowledge and enthusiasm for new technologies; excellent communication and interpersonal skills; strong commitment to public service. Desired: Collection development experience; experience with distance education.

Loyola University Chicago Library system has over 1.7 million volumes in its 7 libraries and an FY99 collection budget of over \$5 million. Salary: minimum \$40,000. Benefits include 20 days vacation, tuition benefits, TIAA/CREF and standard medical/dental plans. Qualified applicants should send a letter of application, resume, and contact information for three references to:

Edward A. Warro
Dean of Libraries
Cudahy Library
6625 N. Sheridan Rd.
Chicago, IL 60626

Review of applications will begin immediately; applications will be accepted until position is filled. For more information about Loyola, visit <http://www.luc.edu>.

Loyola University is an affirmative action, equal opportunity educator/employer.

serials policies and procedures. Monitors serials encumbrances. Trains, supervises, and evaluates assigned staff. Qualifications: A Master's degree in Library Science or Information Science from a library school accredited by the American Library Association and three years' post-graduate professional employment in serials and/or working with complex collections such as law or government publications. Preferred: Current experience working with serials or a complex library collection; and with bibliographic analysis and online bibliographic searching. Knowledge of the serials publishing industry and vendor business practices. Knowledge of automated library systems. Innovative Interfaces preferred. Knowledge of personal computers and applications. Supervisory experience. Salary: \$50,370 starting annual plus extensive fringe benefit package. Applications: The position description with full duties and complete qualifications, is available at www.cslib.org or by calling (860) 566-5814. Submit letter of application with resume to: David Peck, Human Resources/Affirmative Action Program Manager, **Connecticut State Library**, 231 Capitol Avenue, Hartford, CT 06106. Initial close date is October 22, 1999; position will remain open until filled. Qualified women, minorities, individuals with disabilities, veterans, and older persons are strongly encouraged to apply. EEO/AA/Diversity-Focused Employer.

SERIALS LIBRARIAN. Duties: Performs original and copy cataloging of newspapers, periodicals, and other serials in all formats including electronic resources; recommends local cataloging policies and procedures for serials and advises other cataloging personnel on national standards for serials; may serve as trainer and resource person for Serials staff in copy cataloging; assists in retrospective conversion cleanup and/or other projects, as necessary; prepares local holdings information for input into NOTIS LMS records; acts as liaison to serial vendors and assists bibliographers in preparation of subscription and standing orders; reports to the

Chair of Technical Services. Qualifications: Required: MLS from an ALA-accredited program. Previous cataloging experience; experience working with a major automated system, such as NOTIS; experience working with a bibliographic utility, such as OCLC. Preferred: Previous experience with serials cataloging or acquisitions, particularly electronic resources; expertise with standard office software as well as experience with web and other electronic resources and services; ability to communicate effectively, orally and in writing, in English; ability to work with diverse groups in an urban academic setting. Evidence of interest in publication and professional activities. Salary & Rank: \$29,333 to \$32,000 at the Assistant rank, depending on qualifications and experience. Librarians at the University of New Orleans are tenurable academic appointees enjoying full faculty status and responsibilities, including teaching, research, and service. Application: Send letter of application with resume, and names, addresses, and telephone numbers of three professional references to: Stephanie Bywater, Assistant to the Dean, Earl K. Long Library, **University of New Orleans**, New Orleans, LA 70148. Applications received by November 1, 1999 will receive priority consideration. The University of New Orleans is an Equal Opportunity/Affirmative Action employer.

SLAVIC LANGUAGES TEAM LEADER. University of Pittsburgh, University Library System. The Slavic Languages Team leader is a faculty librarian in the Catalog Management Unit, Central Technical Services and reports to the Head of the Catalog Management Unit. Incumbent is responsible for managing the work of a Slavic languages technical processing team, which includes the acquisitions and cataloging of materials in all formats in Russian and East European languages. Identifies and manages appropriate outsourcing projects using vendor services and monitors the effectiveness and acceptability of contracted services. Performs any level of cataloging necessary in Russian and East European

PHYSICAL SCIENCES REFERENCE BIBLIOGRAPHER

Search Extended

**Dartmouth College Library
Hanover, New Hampshire**

The Dartmouth College Library seeks an Innovative and dynamic reference librarian and bibliographer for the Kresge Physical Sciences Library and Cook Mathematics/Computer Science Library. Kresge and Cook Libraries serve a select and diverse community of faculty, graduate students through the Ph.D level, undergraduates, and staff who appreciate the high level of both instructional and research support provided by the Dartmouth Library system.

RESPONSIBILITIES: Reporting to the Physical Sciences Librarian, works as a member of an information services team providing reference, outreach, and collection development services in a flexible, innovative and technologically sophisticated environment both within Kresge and Cook libraries and in the larger context of the science, medicine, and engineering libraries at Dartmouth. Services provided include instruction in information research tools and techniques; marketing and publicity for library resources and services; information retrieval using a wide variety of specialized, networked information resources and the Dartmouth College Information System; consultation with faculty to determine instructional and research interests; web page development; collection management and development of print and electronic materials in selected areas of the physical sciences, mathematics, and computer science.

QUALIFICATIONS: ALA/MLS; education background in the sciences and/or a minimum of two years post-MLS experience in an academic or special library focusing on science and technology. The successful candidate will have strong interpersonal skills; ability to work collegially in small group and team environments; strong reference and information retrieval skills; and familiarity with networked information resources.

RANK AND SALARY: Rank and salary commensurate with experience and qualifications. Full benefits package including 22 vacation days; comprehensive health care; TIAA/CREF; and relocation assistance.

DARTMOUTH COLLEGE INFORMATION: The Dartmouth College Library is an ARL library, participating in national and regional endeavors and organizations, such as SPARC and JSTOR, the Research Libraries Group, and the Northeast Research Libraries Consortium, (NERL) among other national and regional associations. Dartmouth College offers a lively, intimate university environment with the benefits of rich cultural offerings in a lovely rural setting, within 2-3 hours' drives of both Boston and Montreal. World Wide Web: <http://www.dartmouth.edu/~krescook/home.htm>

APPLICATION: Applications received by November 1, 1999, will be given first consideration; applications will be considered until the position is filled. Please send resume to:

**John R. James
Director of Collection Services
Dartmouth College Library
6025 Baker Library, Room 115
Hanover, NH 03755-3525**

Dartmouth College is an AA, EEO, M/F employer.

languages. Participates in maintaining online catalog quality by identifying problematic access points and by contributing name and series headings through NACO. Works in a collegial manner with other Team Leaders in the Catalog Management Unit and in Technical Services to facilitate achievement of Unit and Department goals by developing policies and procedures, developing and conducting training workshops, and by providing language and cataloging expertise to Department personnel as needed. Required: ALA-accredited MLS (or recognized foreign equivalent); minimum of two years relevant post-MLS experience in a large public or academic library. Excellent reading knowledge of Russian. Thorough knowledge of AACR2r, LCRIs, MARC format, LC classification, LCSH. Experience working with a bibliographic utility (OCLC or RLIN) and an automated integrated library management system, preferably Voyager.

Demonstrated ability to work independently as well as collaboratively with all levels of personnel in a team atmosphere. Demonstrated ability to plan and manage projects, write reports and communicate effectively. Preferred: Supervisory experience. Salary: \$30,000 minimum. Comprehensive benefits package including 23 vacation days/year; BC/BS; TIAA/CREF, Vanguard; and tuition assistance. To apply, submit letter of application and resume with the names/addresses/phone numbers of three references to: William Gentz, Personnel Librarian, 271 Hillman Library, University Library System, University of Pittsburgh, Pittsburgh, PA 15260. Applications received by October 15, 1999 will receive primary consideration. The University of Pittsburgh is an Affirmative Action, Equal Opportunity Employer. Full position announcement available at: <http://www.pitt.edu/~gentz/slavic.html>

SOCIAL SCIENCES/OUTREACH LIBRARIAN

New Mexico State University Library

New Mexico State University Library seeks a SOCIAL SCIENCES/OUTREACH LIBRARIAN for a tenure-track Instructor or Assistant Professor position. Salary \$30,000 minimum, DOQ.

MINIMUM QUALIFICATIONS: MLS degree from an ALA-accredited program; demonstrated reference skills and knowledge spanning print and electronic sources and their uses; in-depth knowledge of one or more Social Sciences fields, preferably Law, Criminal Justice, or Political Science/Government; Computer literate; excellent written and oral communication skills; one to two years outreach experience or experience working with non-traditional groups; demonstrated ability to meet the requirements of promotion and tenure. Preferred: Second masters degree in the Social Sciences and fluency in Spanish.

EXAMPLES OF DUTIES: Provides reference services using both print and electronic sources; develops library's collection in the area of Social Sciences; serves as primary library liaison to Social Sciences departments and faculty; initiates and directs outreach services on behalf of the library, especially to ethnic, foreign, first-year, returning, and non-traditional students; works actively with library staff to develop an awareness and sensitivity to disabled students needs; participates in library's instruction program.

New Mexico State University, New Mexico's land grant university, enrolls approximately 15,000 students in 75 undergraduate, 50 master's, and 20 doctoral degree programs. NMSU is classified as a Carnegie I research institution and is a member of the Hispanic Association of Colleges and Universities (HACU). The library contains approximately one million volumes and has an annual budget exceeding \$5 million. The University Library operates two buildings and a state-of-the-art electronic classroom. Library computer resources include VTLS, Innopac, OCLC, Internet access, FirstSearch, campus-wide CD-ROM LAN, and multiple PC applications. For more information, see our web page at <http://lib.nmsu.edu>.

Located along the Rio Grande River and Organ Mountains in southern New Mexico, NMSU is 40 miles north of the El Paso, Texas-Juarez, Mexico metropolitan area, at the southern end of the Rocky Mountains. This desert area enjoys abundant sunshine and is near excellent hiking, skiing, and water sports.

BENEFITS OFFERED: Group medical and hospital insurance, group life insurance, NM educational retirement, workers' compensation, sick leave, annual leave, and unemployment compensation. See <http://www.nmsu.edu/~personnel/benefits.html>

Submit letter of application and resume or vita, with names/addresses/phone numbers of three references, postmarked on or before **October 25, 1999**, to:

**Kate Shaughnessy
Personnel Specialist
NMSU Library
Box 30006, Dept. 3475
Las Cruces, NM 88003-8006**

NMSU is an equal opportunity/affirmative action employer. Offer of employment is contingent upon verification of individual's eligibility for employment in the United States.

SOUTHEAST ASIA LIBRARIAN. John M. Echols Collection on Southeast Asia. Cornell University Library. The John M. Echols Collection on Southeast Asia has over 300,000 titles with comprehensive holdings on all the countries of the region, including monographs, periodicals, newspapers, maps, manuscripts, audiovisual media, and computer files. The holdings are in all national languages of the region, as well as Chinese, Japanese, South Asian, and European languages. Responsibilities: This position is designed to assist the curator of the Echols Collection in the overall operation and development of the holdings, and will include extensive opportunities to initiate innovative projects and work with faculty and other staff in developing this national resource. In addition, this librarian will: Provide reference assistance to scholars and students; Select materials in the language(s) of his/her expertise; Act as a liaison to technical services; Represent the collection at library meetings; Act as the collection's network

administrator. Qualifications: MLS from ALA-accredited library school; research-level competence in at least one Southeast Asian language (Indonesian/Malay preferred); advanced degree in Southeast Asian studies strongly preferred. Excellent verbal/written communication and interpersonal skills; general understanding of both public and technical service operations in a research library. Both bibliographic and cataloging experience preferred. Closing: October 15, 1999, but applications will be accepted until the position is filled. Apply to: Susan Markowitz, Director, Library Human Resources, 201 Olin Library, Cornell University, Ithaca, NY 14853-5301. Include cover letter, current resume or vita, and contact information (name/address/telephone/e-mail). Cornell University is an affirmative action, equal opportunity employer, strongly committed to diversity. We value qualified candidates who can bring to our community a variety of backgrounds and experiences.

CURATOR OF RARE BOOKS

Washington University in St. Louis Olin Library System

The Special Collections of Washington University Libraries in St. Louis is seeking a creative, flexible, and service-oriented individual to serve as Curator of Rare Books. The successful candidate will have strong problem-solving and analytical skills, work well as a member of a team, and communicate effectively. The Special Collections Department is made up of three units (Rare Books, Manuscripts, and University Archives) and is a partner in funding the Program for the Illustrated Book, including a printing studio, with the School of Art. Collaborative efforts with University faculty and involvement with classes using the collections are a high priority; in addition, the successful candidate will participate in planning for a new Special Collections facility. Special Collections houses approximately 50,000 printed volumes of rare books and modern literature, and an extensive collection of manuscripts of more than 75 major British and American writers of the 19th and 20th centuries. The printed collections includes incunabula, Western European imprints in a broad range of subject areas, and British and American literature of the 19th and 20th centuries. The department houses a strong collection on the history of printing and typography, an extensive collection of artists' books and traditional fine press books, and the Philip Mills Arnold Semeiology Collection documenting the history of signs and symbols. The URL for the department website is: <http://library.wustl.edu/Units/Spec>.

RESPONSIBILITIES: The Curator is responsible for the following: Promotes and makes accessible the printed holdings of the Special Collections department through classes, exhibits, and programs. and provides reference service to patrons. Performs original and adaptive cataloging of rare books and other printed materials, and advises on archival and manuscript cataloging. Has collection development responsibilities for areas of the department's printed collections, and supervises all aspects of circulation, reserve, and security and preservation of the department's printed collections. Collaborates with department staff and other technical services units to ensure intellectual access to the department holdings, and participates in formulating cataloging policies and procedures for Special Collections. Collaborates with other department and library staff in developing goals, objectives, and plans for the department and library, and helps plan programs and events.

QUALIFICATIONS: MLS from an ALA-accredited school and advanced degree in the humanities strongly preferred; OR, advanced degree in the humanities and significant library experience. Subject expertise in the history of the book desirable. Evidence of written and oral communication skills. Special Collections experience preferred. Reference experience preferred. Cataloging experience preferred. Ability to work with western European and classical languages preferred. Collection development experience desirable. Knowledge of preservation procedures desirable. Salary range: \$27,750-\$33,000.

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

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

Position will remain open until filled; initial review of applications will begin **November 1, 1999**.

Employment eligibility verification required upon hire.

Washington University is an equal opportunity/affirmative action employer.

SYSTEMS LIBRARIAN. American University Library invites applications for a tenure-track Systems Librarian at the rank of Assistant Librarian. The Systems Librarian is a Functional Unit Coordinator, reporting to the University Librarian. Responsibilities: Manage and maintain library computer systems, including Voyager, OCLC, Uniprint, CD-ROM networked and stand-alone workstations, Novell and Windows NT services and micro-computers. Provide leadership in planning, developing, and implementing information technology in the library. Responsibilities include installation, evaluation and recommendation of software, hardware and systems maintenance, documentation, training, and technical and administrative support. Supervise two full time staff and part-time student assistants. Carry out professional development and service to the University. Serve as liaison to

campus Office of Information Technology and systems advisory committee of the Washington Research Library Consortium. Serve on library teams and campus committees. Requirements: ALA-accredited MLS; a minimum of two years related library experience; demonstrated knowledge of computers, networks, library automated systems, and emerging technologies, knowledge of Windows 95, Windows NT, Novell Network and Unix preferred, excellent organizational and communications skills, ability to balance varied responsibilities, and commitment to service. Potential to meet tenure requirements in performance of primary responsibilities, professional and creative development, and service. Salary: Commensurate with experience and qualifications. Position available immediately. The American University, incorporated in 1893, offers a wide range of undergraduate

GERMAN LITERATURE REFERENCE-BIBLIOGRAPHER

(Search Extended)

Dartmouth College Library Hanover, New Hampshire

The Dartmouth College seeks a dynamic Reference-Bibliographer for the Baker Humanities & Social Sciences Library with subject expertise in German language and literature; potential to deal with Classics desirable.

RESPONSIBILITIES: Reporting to the Humanities & Social Sciences Librarian, works as a member of any information services team providing general and specialized reference services in an innovative and technically sophisticated environment utilizing the Dartmouth Online Catalog, the campus-wide information system (DCIS), Innovacq systems, RLIN, and OCLC. Services provided include humanities and social sciences reference, including government documents, to all segments of the Dartmouth community; bibliographic instruction and user education; assisting users with an extensive collection of electronic information resources; consultation with faculty to determine instructional and research interests; collection management and development in German language and literature; may include Classics at a later time.

QUALIFICATIONS: ALA/MLS; graduate degree in German, background in Classics desirable; and minimum of two years post-MLS experience in an academic or special library. The successful candidate will have strong interpersonal skills; ability to work collegially in small group and team environments; commitment to public service and collection management and development; strong reference skills and proficiency in traditional and computer-assisted research; familiarity with use and application of microcomputers in a fully networked campus environment; experience working with electronic texts a plus; knowledge of the resources of German literature.

RANK AND SALARY: Rank and salary commensurate with experience and qualifications, with a minimum salary of \$31,500 for Librarian I \$34,500 for Librarian II. Full benefits package including 22 vacation days; comprehensive health care; TIAA/CREF; and relocation assistance.

DARTMOUTH COLLEGE INFORMATION: World Wide Web: <http://www.dartmouth.edu>.

APPLICATION: Applications received by **October 30, 1999** will be given first consideration; applications will be considered until the position is filled. Please send resume to:

**Cynthia F. Pawlek
Director of User Services
115 Baker Library
Hanover, NH 03755**

Dartmouth College is an AA, EEO, M/F employer. Minority candidates are encouraged to apply.

and graduate programs, many with international focus, to over 11,000 students. Its proximity to centers of politics, justice, world affairs, communication, science, business, and art in Washington, D.C., enhances the learning environment. The University Library serves the University through a collection of over 700,000 volumes, 21 library faculty, 52 full time staff plus over 160 student assistants, and a budget of over \$6 million. The Library operates 185 computers in a networked environment. The University is an active member of the Washington Research Library Consortium with a shared Endeavor system that includes an online public catalog and numerous bibliographic databases and full text databases. Review of applications will begin immediately and continue until the position is filled. Send letter of application, resume, names, addresses, and telephone numbers of three reference to: Michele Mikkelsen, Library Personnel Officer, **American University Library**, 4400 Massachusetts Avenue, NW, Washington, DC 20016-8046. The American University is an AA/EEO University committed to diverse student body, faculty, and staff. Minority and women candidates are encouraged to apply.

USER EDUCATION COORDINATOR. University of Minnesota Libraries-Twin Cities Campus. <http://www.lib.umn.edu>. The University of Minnesota Libraries invites applications and nominations for the new position of User Education Coordinator to lead the University Libraries' user education initiatives. The University of Minnesota is mounting a strategic effort to improve the undergraduate experience. As a major contribution, the Libraries is creating this position to strengthen its overall instructional efforts, to transition ourselves into a Teaching Library, and to integrate

information literacy skills into the University's curriculum. We seek candidates who are leaders, are creative, take initiative, and work successfully in a team environment. Description: The User Education Coordinator will lead and coordinate the development, implementation, and evaluation of creative and effective library instructional programs serving on-campus and distance learners; participate in the development of technology-enhanced learning tools; evaluate library instruction outcomes; coordinate continuing education of staff in pedagogy; develop effective outreach and publicity for instructional programs; collaborate with University and regional partners in curriculum development. Qualifications: Required: ALA-accredited MLS or foreign equivalent; a minimum of two years academic library professional experience planning and implementing instruction programs; experience applying current library instructional theory and practice; experience applying new technologies to library instruction; leadership skills, creativity, initiative, and self-direction; excellent organizational, interpersonal, and communication skills. Preferred: Advanced degree in education, instructional technology, or a related field; team-based project management experience; knowledge of and experience with user assessment tools and methodologies. Salary and benefits: This is a full-time, 12-month, continuous appointment track, academic/professional position with probationary appointment at either Assistant or Associate Librarian. Rank will depend on qualifications and experience consistent with collegiate and University policy. The Libraries offers a competitive salary commensurate with experience, not less than \$42,000 for this position. Excellent benefits and substantial moving allowance. Recruiting schedule: Position available immediately. Review of applications will continue until position is filled. A full position

COORDINATOR OF COLLECTION DEVELOPMENT

Mercer University

Mercer University Main Library is seeking a dynamic and talented librarian to join our staff as Coordinator of Collection Development. This position will coordinate public service liaison activities, interpret and maintain collection development policies, and oversee collection assessment and gift management. The successful candidate will participate in Reference Department activities including reference desk duties and involvement in instruction and information literacy programs. This position reports to the University Librarian. Non-tenure-track, faculty appointment. Salary commensurate with experience and qualifications.

QUALIFICATIONS: Strong public service commitment, excellent organizational, interpersonal, and communication skills, willingness to work in a flexible changing environment. ALA-accredited MLS, at least three years professional library experience. Experience in collection development desirable.

Mercer University is a comprehensive, Baptist-affiliated private university committed to academic excellence, intellectual freedom, and scholarly discipline. Major initiatives include developing strong undergraduate research programs, interdisciplinary and cross-school curricular development, focus on student learning outcomes, and integration of instructional technology to enhance the educational process. Mercer has begun a three-year, \$100 million Campus Improvement Program that will result in a transformation of the Macon and Atlanta campuses, including improvements of the Swilley Library in Atlanta. The Main Library in Macon, Georgia has a strong collection and a talented staff of 30 serving 175 faculty and 4,000 students in the College of Liberal Arts, Stetson School of Business and Economics, School of Engineering, and School of Education. Current projects include developing an information literacy program, completing implementation of the III Millennium library system, and strengthening campus-library relationships. More information about the library can found at <http://mainlib.mercer.edu>.

If you are interested in joining an exciting library organization, please submit a letter of application and resume, along with the names, addresses, e-mail and phone numbers of three references to:

Elizabeth D. Hammond
University Librarian
Main Library
Mercer University
Macon, GA 31207

Review of applications begins **October 15, 1999.**

AA/EOE/ADA

description is available at <http://www.umn.edu/ohr/employ.html>, listed with Academic Professional positions by Job Number UL85. Application procedure: Send letter of application, resume, and the names, addresses, telephone numbers, and e-mail addresses of three current professional references to: Linda DeBeau-Melting, Libraries Human Resources Office, 499 Wilson Library, University of Minnesota, 309 19th Ave. So., Minneapolis, MN 55455. Please identify the application with UL # 85. 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.

WEB RESOURCES/REFERENCE LIBRARIAN. I.D. Weeks Library. Position: The I.D. Weeks Library, University of South Dakota, seeks an enthusiastic and energetic individual to serve as the Library's Web Resources/Reference Librarian. Primary responsibility for the ongoing maintenance and development of the library's homepage. Will identify and provide access to websites that enhance access to information resources

including links to electronic journals. Participates in collection development of print and electronic resources. Provides service at the reference desk and actively participates in the library's instructional program. Faculty rank, tenure-track position, 12-month appointment. Qualifications: Minimum qualifications include ALA-accredited MLS; experience in design and creation of Web pages (HTML); effective written and oral communication skills; strong commitment to public service; skill in microcomputer applications. Additional desirable qualifications include: 1) second master's degree in a relevant subject field (will be required for tenure and promotion); 2) one to two years experience in an academic environment; 3) reference experience. Salary: Commensurate with qualifications and experience. Application procedure: Submit letter of application, resume, and the names, addresses, and telephone numbers of three references to: Web Resources Search Committee Chair, I.D. Weeks Library, University of South Dakota, 414 East Clark Street, Vermillion, SD, 57069-2390. **Application deadline:** Review of applications will begin October 25, 1999, and will continue until position is filled. The University of South Dakota is an equal opportunity/affirmative action employer.

Late Job Listings

COORDINATOR OF INFORMATION LITERACY (Search Reopened), Ulster County Community College, Stone Ridge, NY. Continue to develop and implement nationally recognized credit-based information literacy program. Minimum qualifications: MLS from an ALA-accredited program and three years academic reference and instruction experience. For information about this position: visit our web page at www.sunyulster.edu, e-mail us at delanoyd@sunyulster.edu or call Human Resources at (800) 724-0833.

HEAD, ENGINEERING LIBRARY/COORDINATOR, PHYSICAL SCIENCE AND ENGINEERING LIBRARIES

University of Pennsylvania Libraries

The University of Pennsylvania Library is seeking a leader for its dynamic team developing physical science and engineering collections and services for Penn's networked environment. Guiding and supporting the work of the Chemistry and Math-Physics-Astronomy Librarians, this librarian will have overall responsibility for the planning and development of the collections and services of the three physical science and engineering libraries. In addition to these general leadership responsibilities, this librarian will have more specific duties related to the development of digital and print collections and services in the Engineering Library. This Engineering Librarian/Science Libraries Coordinator will report to the Director of Public Services.

DUTIES: Lead the physical science and engineering team, and provide oversight and coordination for the total physical science and engineering libraries budget. Advise the Director for Collection Development on general budget and allocation issues, playing a key role in decisions relating to the purchase and licensing of digital resources in these subject areas. Work with the Chemistry and Math-Physics-Astronomy Librarians to develop new programs to meet the research and teaching needs of faculty and students. Provide leadership and direction for the Engineering Library, developing its operating policies and overseeing its daily operation. Oversee the Table of Contents/Document Delivery service for the faculty of the Engineering School. Develop the digital and print collections of the Engineering Library, managing the transition to digital resources in consultation with faculty members and the Director for Collection Development. Manage the print collections, including appropriate and timely transfers to the Library's off-site storage facility. Provide reference and bibliographic assistance to faculty and students using engineering materials. Provide active liaison to the Engineering School's faculty and students, including orientation and instruction in the use of electronic resources. Supervise full-time staff. Provide general direction to full-time staff in supervising student workers.

QUALIFICATIONS: ALA-accredited MLS or the equivalent in theory and practice. Academic background in an appropriate subject discipline. Substantial experience in an academic, special, medical, or science library serving similar clientele. Demonstrated knowledge of the latest trends and available tools for electronic access to information in science and engineering. Demonstrated supervisory skills. Effective written and oral communication skills. Demonstrated ability to work effectively, independently, and cooperatively with faculty, students, and staff throughout the Library system. Strong desktop computer skills. Appointment as Librarian C requires at least three to five years of professional library experience; appointment as Librarian D requires at least five years of professional library experience.

TO APPLY: Submit a cover letter, resume, and three references to:

Robert Eash
Library Human Resources Manager
University of Pennsylvania Library
3420 Walnut St.
Philadelphia, PA 19104-6206

Applications received by **October 25, 1999**, will receive first consideration.

AA/EEO

HISTORY LIBRARIAN. The Princeton University Library: The Princeton University Library's general collections include about 6 million printed volumes, as well as significant numbers of microforms, scores and records, electronic databases and journals. Its holdings within the Department of Rare Books and Special Collections are especially rich. The Library employs approximately 320 professional and support staff workers, as well as a large student and hourly workforce. Library operations are divided among twenty sites on campus, including a large central library. More information may be found at the library's Website <http://libweb.princeton.edu:2003/> Description: Princeton University Library seeks an energetic and creative subject specialist in history, including the history of science, to support and reshape the delivery of library collections and services to students and faculty throughout the University. This is one of seven bibliographer positions with major responsibility for developing and interpreting collections in the humanities and social sciences. The position reports to the Associate University Librarian for

HEAD, AUTHORITY SECTION

Charles E. Young Research Library Cataloging Department UCLA Library

The Cataloging Department within the UCLA Library's Charles E. Young Research Library seeks a knowledgeable and innovative librarian to manage its Authority Section, including ongoing review and revision of policies and procedures in a highly automated and changing environment and personally contributing to NACO, SACO and PCC cataloging programs. The position is responsible for the selection, supervision, training and evaluation of the members of the Authority Section. Consults with other UCLA cataloging agencies on authority issues. Participates actively as a member of the Cataloging Department's management team and advises the Department Head on authority control issues.

QUALIFICATIONS: MLIS or equivalent from an accredited library and information science graduate program preferred. Demonstrated managerial, planning, and leadership skills and experience in an academic or research library. Effective communication and interpersonal skills. Flexibility and an innovative approach to working in a rapidly changing environment. Reading knowledge of at least two foreign languages. Direct knowledge of and experience with USMARC formats for bibliographic and authority records. Thorough knowledge of AACR2 and the Library of Congress Rule Interpretations and the Library of Congress subject headings and classification. Experience with a bibliographic utility, preferably OCLC. Thorough understanding of Program for Cooperative Cataloging standards, especially NACO and SACO. Thorough understanding of the relationship between bibliographic and authority records in an automated environment and of the impact on the public display of information.

SALARY RANGE: \$39,456-\$66,780

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

Rita A. Scherrei
Associate University Librarian for Administrative Services
Charles E. Young Research Library
UCLA
11334 YRL, Box 951575
Los Angeles, CA 90095-1575

Candidates applying by **October 31, 1999**, will be given first consideration.

For full description of duties and qualifications and application procedures, see website:
www.library.ucla.edu/admin/staffserv/openposn.htm.

Reference and Collection Development. Responsibilities include: current and retrospective collection building in all formats; management of a large acquisitions budget for history and the history of science, and an approval plan for Canadian materials; advising on preservation and other collection maintenance activities; oversight of collections in two graduate study rooms in Firestone Library; and offering research consultation to faculty, graduate students, and undergraduates, including more than 250 undergraduate majors, all of whom are required to conduct independent research. The position also provides instruction in the use of print and electronic materials for historical research; development of resource guides and maintenance of Web sites for the study of history; a direct service presence in the General and Humanities Reference Division; consultation with members of the Technical Services Department to facilitate processing of materials to meet academic deadlines; and close work with staff in Rare Books and Special Collections and branch libraries to promote use of the wealth of original and specialized materials among researchers in history at Princeton. Qualifications: Required an ALA accredited Master's degree in library science, plus an advanced degree in history or historical studies, or an equivalent combination of education and professional library experience; a minimum of three to five years of successful experience in a research library. Candidates must demonstrate mastery of the bibliographic tools, including electronic resources, available for the use of historians. Candidates should be knowledgeable about the American and European book trades, current and antiquarian, and the changing technological environment in research libraries; they should also demonstrate an interest in developing innovative services for historical research at Princeton. Addi-

ASSOCIATE UNIVERSITY LIBRARIAN



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 multi-cultural 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: Masters 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 multi-cultural environment.

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; 1.4 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 mid-fifties 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 December 1, 1999. Appalachian State University is an affirmative action, equal opportunity employer, and is committed to hiring women and minorities.

tional desirable qualifications include: reading knowledge of at least two European languages; successful teaching experience, either in the classroom or in library instruction; experience with cooperative library projects such as the Center for Research Libraries and the Digital Library Federation; and knowledge of the strengths of other research collections in history. Benefits: Twenty-four (24) vacation days a year, plus eleven (11) paid holidays. Annuity program (TIAA/CREF), group life insurance, health coverage insurance, and disability insurance. Salary & Rank: Dependent upon experience and qualifications. Review of applications will begin on November 20, 1999 and will continue until the position is filled. Nominations and applications (resume and the names, titles, addresses and phone numbers of three references to be contacted) should be sent to: Search Committee for History Librarian, c/o Lila Daum Fredenburg, Human Resources Librarian, Princeton University Library, One Washington Road, Princeton, New Jersey 08544-2098. Princeton University is an equal opportunity/affirmative action employer.

REFERENCE/INSTRUCTION LIBRARIAN

Assistant Librarian-LI03

Indiana University Purdue University Indianapolis University Libraries

POSITION AVAILABLE: Position is available December 1, 1999

JOB DESCRIPTION: The successful candidate will serve as a primary member of the Library's Reference and Research Team and as a secondary member of the Instructional Team. As a member of the Reference and Research Team, the incumbent provides assistance to patrons using the library, serves as a liaison to one or more academic departments/schools, and assists with the delivery of information to the public including the construction and development of instructional materials and guides in print and electronic formats, plans responsive and innovative client-based information services and serves some weekend and evening hours as required. As a member of the Instructional Team, the incumbent promotes effective use of information resources within the curriculum of IUPUI by developing instructional services for users of the University Library and serve as the librarian component on one or more of the IUPUI instructional teams.

QUALIFICATIONS: Required: ALA accredited MLS: demonstrated knowledge of current emerging technologies as they contribute to meeting the needs of researchers and students in an academic community; an ability to work in a complex team-based environment and with a diverse user group; strong verbal and written skills; and knowledge of library information technology. Academic library experience, teaching experience, and additional advanced degrees are preferred.

ENVIRONMENT: The IUPUI University Library is a leader in the application of technology to library service (<http://www-lib.iupui.edu>) and developing instructional teams that bring together faculty, librarians, computer professionals, and students to develop and deliver courses. The University Library is a team-based organization with each librarian serving on two library teams.

SALARY: \$34,000/year minimum.

FRINGE BENEFITS: A month's vacation time, sick leave, major medical plans available, dental plan, group life insurance, TIAA/CREF annuity plan.

APPLY: Send letter of application, resume, and names, addresses, and telephone numbers of four (4) references to:

Mary J. Stanley
Director of Business Affairs/Human Resources
IUPUI University Library
755 West Michigan Street
Indianapolis, IN 46202-5195

CLOSING DATE: Applications received by **October 22, 1999** will be guaranteed consideration. Closes when position is filled.

Indiana University Purdue University Indianapolis is an Equal Opportunity Affirmative Action Institution. Individuals who require a reasonable accommodation in order to participate in the application process must notify Mary J. Stanley at the above address or (317)274-0487, a reasonable time in advance.

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*If information exists, BUT NO ONE
CAN GET TO IT, DOES IT MEAN ANYTHING?*

The Crucible. Death of a Salesman. Cinderella. I Know Why the Caged Bird Sings. Alice in Wonderland. A Wrinkle in Time. The Canterbury Tales. Of Mice and Men. The Bible. These are among the most cherished literature of all time. And the most reviled. Every single one of them has been either banned or challenged at one point or another. Information has that power—to disturb, to anger, to incite, to change the world. For better and for worse.

LIGHTING A MATCH
IN A HURRICANE.

At first blush, the proponents of suppressing information seem well-intentioned enough. *We must protect our children, they say. We must guard our nation's security. We must uphold common decency, law and order.* And exactly who will be the judge of that?

It seems the one thing that simply cannot be censored is censorship itself. Neither diligent research, eloquent speeches nor Constitutional mandates will ever guarantee intellectual freedom and open, unfettered access to information.

LIFE, LIBERTY AND THE
PURSUIT OF INFORMATION.

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