

THE CLASSIFIED ADS

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

Rates: Classified advertisements are \$6.30 per line for institutions that are ACRL members, \$8.00 for others. Late job notices are \$15.25 per line for institutions that are ACRL members, \$18.00 for others. Organizations submitting ads will be charged according to their membership status. Display ad rates range from \$275 to \$565 based upon size. Please call for sizes and rates.

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 figure. Job announcements will be edited to exclude discriminatory references. Applicants should be aware that the terms faculty *rank* and *status* vary in meaning among institutions.

JOBLINE: Call (312) 944-6795 for late-breaking job ads for academic and research library positions. A pre-recorded summary of positions listed with the service is revised weekly; each Friday a new tape includes all ads received by 1:00 p.m. the previous day. Each listing submitted will be carried on the recording for two weeks. The charge for each two-week listing is \$40 for ACRL members and \$45 for non-members.

Contact: Ted Bales, 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; Bitnet: U38398@UICVM.bitnet

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

WANTED

WANTED. Author/Librarian needs submissions and possibly a collaborator for mass market trade book on fascinating, unusual, and hard-to-answer reference questions. Please write: P.O. Box 366, Porter Square Station, Cambridge, MA 02140.

POSITIONS OPEN

ASSISTANT DEAN FOR PERSONNEL. Directs, plans, and coordinates the recruitment, selection, training, development, evaluation, reward, and discipline of all academic professional and classified library personnel; participates in librarywide planning and decision-making; directs production of weekly staff newsletter and calendar; assumes additional general and specific assignments as suggested. Qualifications: Required: ALA-accredited MLS; excellent communication and interpersonal skills, including demonstrated speaking,

listening, and writing ability; management, organization, and analytical skills; understanding of and commitment to the principles of affirmative action, equal employment opportunity, and cultural diversity; demonstrated skill in supervision, training, and personnel management; at least three to five years' progressively responsible post-MLS experience in a large library; evidence of professional development and service. Preferred: supervisory experience of librarians and classified staff in a large academic library; academic training and/or experience in personnel administration, labor relations, or related field; record of professional achievement. Librarians at ASU are academic professionals with rank and continuing appointment-track status. Excellent benefits include TIAA/CREF or VALIC, medical/dental insurance, tuition waiver for self and dependents at any Arizona state university. The ASU Libraries employ 80 FTE academic professionals and 180 FTE support staff. Salary: \$30,000 or up, dependent on qualifications and experience. Application deadline is April 15, 1992; applications will be accepted after deadline and reviewed on a weekly cycle as necessary until position is filled. Send letter of application, resume, and names, addresses, and telephone numbers of four recent references to: Rebecca Burke, Acting Assistant Dean for Personnel of University Libraries, Hayden Library, Arizona State University, Tempe, AZ 85287-1006, (602)965-3417, AA/EEO.

ASSISTANT DIRECTOR FOR TECHNICAL SERVICES AND COLLECTION MANAGEMENT, Washington State University. Currently open. Reporting to the Director of Libraries and serving on the Libraries' Director's Council, this position administers the Technical Services Division, comprised of the Acquisitions/Serials Unit and the Bibliographic Control Unit (with 10 faculty and 49 Classified Staff positions), which is responsible for acquiring, cataloging, and preserving the collections of the Libraries in support of the University's programs of teaching, research and extension. The primary function of the position is to provide leadership in planning, implementing, and evaluating divisional operations and services in accordance with library and divisional goals and objectives. The Assistant Director serves as the principal liaison with the Western Library Network (WLN) and takes an active role in the development and enhancement of a locally developed integrated online system with online catalog, circulation, and serials control components operation. (A local acquisition system is being developed.) Librarians are appointed as members of the Washington State University faculty and are expected to participate actively in the University's instructional, research, and service programs. All privileges, obligations, and research responsibilities of faculty are inherent in such membership. Librarians are ranked in grades 2, 3, and 4, equivalent to the academic ranks of Assistant Professor, Associate Professor, and Professor. A progressive record of professional/scholarly achievement is expected of all librarians. Required: ALA-accredited MLS or its foreign equivalent; progressively responsible technical services experience, including management or supervision of at least one technical services unit (e.g., acquisitions, serials, cataloging); experience with an online bibliographic utility. Preferred: experience in an academic or research library; experience in local library automated systems; positive public relations experience; demonstrated leadership within the library profession; demonstrated verbal and written communication skills. Salary: from \$40,000, commensurate with qualifications and experience. Rank: Librarian 2 or above; tenure-track status. Benefits: TIAA/CREF, broad insurance program, 22 days vacation, 12 days/year sick leave. Send letter of application, resume, and names of three references to: Donna L. McCool, Associate Director for Administrative Services, Washington State University Libraries, Pullman, WA 99164-5610. Application review begins: May 6, 1992. Washington State University is an equal opportunity, affirmative action educator and employer. Members of ethnic minorities, women, Vietnam era or disabled veterans, persons of disability, and/or persons between the ages of 40-70 are encouraged to apply.

BIBLIOGRAPHER FOR AFRICAN STUDIES. Reporting to the Director of Area Studies, the incumbent is responsible for administration of the Africana Bibliographic Unit and for collection development; administration of several materials budgets; provision of reference, information, and other bibliographic services concerning Africa, with an emphasis on social sciences and humanities and on the Sub-Saharan area of the continent; supervises library technical staff and graduate students; serves as liaison with African Studies faculty; teaches African bibliography course. Department: The Africana Bibliographic Unit is part of the Library's Area Studies Unit and part of the General Services Faculty. The staff consists of one FTE librarian, support staff, and graduate assistants. The Africana collection is located throughout the University of Illinois library system, with the majority of materials in the main stack collection. The holdings on the nations of Sub-Saharan Africa include approximately 90,000 books, 2,200 journals,

45,000 maps, and 4,000 microfoms. Qualifications: Required: MLS from an ALA-accredited library school or an equivalent; familiarity with bibliographic resources on Africa; familiarity with African book trade; comprehension of written French; ability to work effectively with a research-oriented faculty and student body; ability to work in a collegial environment; evidence of research orientation and ability to meet university requirements for promotion and tenure. Preferred: professional experience in African Studies librarianship, including reference and collection development; comprehension of written German and/or Portuguese; understanding of one or more major African languages. Those emphasized by the Center for African Studies are Arabic, Bambara, Lingala, Swahili, Wolof, and Zulu. Desired: advanced degree or strong academic background in African Studies. Rank and Salary: appointment at assistant, associate, or full professor; salary \$23,500 upward depending on qualifications, experience, and appointment rank. Librarians must demonstrate excellence in job performance, research, publication, and university/professional/community service in order to meet university standards for tenure and promotion. Application: Send letter of application and complete resume, with the names, addresses, and telephone numbers of five references to: Allen G. Dries, Library Personnel Manager, University of Illinois Library (J-C), 1408 West Gregory Drive, Urbana, Illinois, 61801. Phone (217) 333-5494. Deadline: May 1, 1992. The University of Illinois is an affirmative action, equal opportunity employer.

BIBLIOGRAPHIC INSTRUCTION LIBRARIAN. Coordinates bibliographic instruction program, participates in reference services including evening/weekend rotation, collection development, collegial governance, campus and professional activities. Accredited MLS and second master's preferred (required for tenure); minimum two years library public services experience including reference. Substantial bibliographic instruction experience, knowledge of trends, experience with online/CD-ROM searching preferred. Academic year, assistant professor appointment begins August 31, 1992. Correspondence, credentials must be received by May 4. To: Karin Sandvik, Chair, Murphy Library, University of Wisconsin-La Crosse, La Crosse, WI 54601. Alphabetical list of nominees and applicants, without differentiation, may be released after deadline. Women, minorities encouraged to apply. AA/EOE.

BIBLIOGRAPHIC SERVICES POSITIONS, (3). The Cline Library invites applications for three Bibliographic Services positions. Each involves academic professional status and a twelve-month contract. Basic requirements: an ALA-accredited MLS; excellent oral and written communications skills; and strong service orientation. More detailed job descriptions are available upon request. Review of applications will begin on April 15, 1992. The searches will remain open until the positions are filled. Bibliographic Services Coordinator: manages the Bibliographic Services Department, which includes a staff of 21 FTE (5 professional librarians and 16 classified staff) handling all operational aspects of acquisitions, binding, cataloging, physical processing, and serials control, as well as creation and maintenance of records for the library's online catalog, NAU-CARL. Required: minimum of five years successful management experience in an academic library technical services department with expertise in at least one area: Cataloging, Acquisitions, Serials Control. Preferred: experience with automated systems in support of technical services, OCLC in particular. Salary: \$33,000. Acquisitions Librarian: supervises a unit of 1 librarian and 6 FTE staff responsible for all aspects of monographic, serial, and nonbook acquisitions, including USGPO depository processing. Participates in departmental management team and works closely with the Collection Development Officer and subject specialist. Required: Minimum of two years professional experience in an academic library acquisitions department; current working knowledge of the book trade and serials acquisitions issues and trends; and successful management/supervisory experience. Preferred: experience with an automated acquisitions system. Desired: master's degree in a subject specialty. Salary: \$28,000. Special Formats Cataloging Librarian: performs original cataloging with major emphases on media and music materials. Supervises one classified staff edit cataloger; participates in departmental management team; and shares responsibility for the creation, maintenance, and quality control of the online catalog, NAU-CARL. Required: minimum two years professional experience functioning in an online catalog environment using standard online cataloging tools; working knowledge of standards/protocols for OCLC or other automated cataloging utility; familiarity with MARC formats, especially AV, sound recordings, scores, and computer files. Preferred: music background, and supervisory and academic library cataloging experience. Salary: \$25,000. Send application letter, resume, and names, addresses, phone numbers of three references to: Jean D. Collins,

University Librarian, Cline Library, P.O. Box 6022, NAU, Flagstaff, AZ 86011. Northern Arizona University is an equal employment opportunity, affirmative action employer. Minorities, women, handicapped, and veterans are encouraged to apply.

BUSINESS REFERENCE LIBRARIAN, Purdy/Krege Library. Serves as the liaison to the School of Business Administration, Small Business Institute, and Bureau of Business Research; coordinates and implements collection development in the areas of Accounting, Finance and Business Economics, Management and Organization Science, and Marketing; and provides reference assistance. Master's degree from an ALA-accredited library school. Minimum of three years of professional business reference experience in an academic/research library. Experience in online database searching, MBA, MA or Ph.D. in related subject field, and education background in business or economics is preferred. Salary is based on experience and qualifications. Forward resume including names and addresses of three references to: Judith March-Adams, Director of Personnel and

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	\$28,900
Delaware	\$22,500+
Illinois	\$26,200#
Indiana	varies*
Iowa	\$21,588
Kansas	\$17,500*
Louisiana	\$22,000
Maine	varies*
Massachusetts	\$27,554*
New Jersey	\$24,200
New York	varies*
North Carolina	\$22,491
Ohio	\$20,024
Pennsylvania	\$23,700*
Rhode Island	\$26,500
South Carolina	varies*
South Dakota	\$20,000
Texas	\$25,000
Vermont	\$22,500
West Virginia	\$22,000
Wisconsin	\$25,830

*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



Harvard University

Harvard College Library

Librarian of the Cabot Science Library/ FAS Science Library Coordinator

Reporting to the Librarian of Harvard College, the Librarian is responsible for the planning, developing, and administering of the Godfrey Lowell Cabot Science Library and for the coordination of the programs of the science libraries of the Faculty of Arts and Sciences.

The Cabot Science Library, the general science library of the FAS, is a unit of the Harvard College Library, with a staff of 20 FTE, and a collection of 150,000 volumes. The 10 FAS science libraries have combined collections of 1.2 million volumes, 88FTE and materials budgets totalling \$ 1.6 million.

The Librarian of the Cabot Science Library/FAS Science Library Coordinator provides leadership for the formulation and implementation of a strong evolving library program in the sciences. The incumbent will lead the planning process for the conversion of Cabot Library to a "gateway" library for the sciences. This effort will focus on the full integration of state of the art technologies into library services for the sciences, in providing support for instruction, database development, and scholarly communication in the sciences.

The incumbent will chair the HCL/FAS Science Librarians Committee which will oversee the development and coordination of collaborative library programs and services. We seek an individual of energy, enthusiasm and vision to develop, shape, and lead library services in the sciences.

Qualifications: Doctorate in the Sciences and professional degree in library science-preferred; substantial successful science library management experience including strategic planning, fiscal management, information technology, and personnel; demonstrated leadership and organizational abilities; evidence of a strong commitment to responsive library services and an understanding and appreciation of the scientific research process in a university environment; a record of achievement in the profession; the ability to manage in a consultative yet decisive administrative style is essential.

Anticipated hiring range: mid 50's

Available: Summer 1992

Major Benefits: One month's vacation; generous holiday and sick leave; choice of health plans; dental insurance; life insurance; University-funded Retirement Income Plan; tax-deferred annuity options; tuition assistance.

Interested candidates may send a letter of interest, resume and the names of three references to: Susan Lee, Associate Librarian of Harvard College for Administrative Services, Harvard College Library, Widener 188, Cambridge, MA 02138. Harvard University upholds a commitment to Affirmative Action and Equal Opportunity.

Development, 134 Purdy Library, **Wayne State University**, Detroit, MI 48202. Position will remain open until filled. Wayne State University is an equal opportunity, affirmative action employer.

CATALOGER, Assistant Professor (tenure-leading). Cataloging Department, starting July 1. Be responsible for original cataloging of print and nonprint monographic materials in assigned subject and language areas, with emphasis in science materials. Editing non-Library of Congress copy from the OCLC database, including procedures for OCLC Enhance, Upgrade, and Database Enrichment functions. Making series and name authority decisions for assigned subject and language areas. Acting as a resource person for cataloging assistants in assigned subjects areas and foreign languages. Completing special assignments as necessary. Required: MLS from ALA-accredited library school; good working knowledge of a foreign languages (Slavic preferred); two or more years of professional cataloging experience; familiarity with OCLC or similar cataloging utility; knowledge of LC Classification, LC subject headings, and AACR2. Preferred: experience with an online catalog; undergraduate or graduate degree in pure

or applied sciences. Desired: Good working knowledge of a second foreign language. \$26,000 minimum for a twelve-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current addresses/telephone numbers of three references by May 15 to: Kent Hendrickson, 106 Love Library, **University of Nebraska-Lincoln**, Lincoln, Nebraska 68588-0410. Affirmative action, equal opportunity employer.

CATALOGING AND AUTHORITIES LIBRARIAN. West Virginia University Libraries seek a librarian to do original cataloging and to assume responsibility for authority control with the NOTIS system. Qualifications: MLS degree from an ALA-accredited program; 3 or more years experience in original cataloging and authority control, preferably in an automated library system; knowledge of AACR2R, LC and Dewey classification system, and LSCH; knowledge of MARC format and authority records; experience using OCLC; reading knowledge of one or more foreign languages. Salary and Rank: \$23,000-25,000. Salary and rank commensurate with qualification. Nontenure-

track faculty, twelve-month appointment. Benefits: TIAA/CREF, state health insurance system, major medical, 24 days annual leave. Application Deadline: Screening of applications will begin April 1, 1992, and will continue until position is filled. Send letter of application; 2 copies of resume; and names, addresses, and telephone numbers of 3 references to: Evelyn Kocher, Chair, Cataloger Search Committee, Wise Library, P.O. Box 6069, West Virginia University, Morgantown, WV 26505-6069. West Virginia University is an equal opportunity, affirmative action employer.

CHEMISTRY REFERENCE/COLLECTION DEVELOPMENT LIBRARIAN. Argonne National Laboratory is seeking a dynamic, self-starter to oversee the operation of the Chemistry Library, one of ten libraries located on the campus. The Chemistry library includes 30,000 volumes, over 250 active serial titles and has .5 FTE support staff. Responsibilities include: collection development, in-depth chemistry reference and database searching, circulation, and liaison with research staff. Required qualifications include: ALA-accredited MLS; minimum of 3 years experience working in a research library with an emphasis on collection development and online searching; knowledge of and ability to use personal computers; ability to work with and provide service to a diverse user population; and good written and oral communication and interpersonal skills. Bachelor's degree in Chemistry or a related field and previous experience working with an integrated online library system preferred. At Argonne, you'll find an environment that encourages both personal and professional career growth as well as excellent compensation and benefits. We welcome applications from candidates who can contribute to our EEO/Affirmative Action goals. For consideration, please send a resume and salary history to: Sheila R. Heath, Box TIS-91555-6C, Employment and Placement, Argonne National Laboratory, 9700 S. Cass Avenue, Argonne, IL 60439. Argonne is an equal opportunity, affirmative action employer.

COORDINATOR, BIBLIOGRAPHIC INSTRUCTION. The West Virginia University Libraries announce a new reference position. Under the direction of the Head of Reference, assumes primary responsibility for management of the University Libraries' Bibliographic Instruc-

tion Program. Promotes and provides instruction in library use and bibliography, including a formal one-hour course; develops instructional materials; plans, implements, develops, and evaluates programs and services; oversees scheduling of instruction and orientation sessions. Participates in full range of Reference Department activities including reference service, online database searching, and collection development for one or more academic programs. Works some regularly scheduled evenings and weekend hours, rotating with other staff. Minimum Qualifications: ALA-accredited MLS; at least one year of teaching experience in a bibliographic instruction program preferred but not required; strong service orientation; experience with microcomputers and familiarity with computer applications to bibliographic instruction; excellent organization, planning, interpersonal, and oral and written communication skills. Salary and Rank: \$21,500-22,000. Entry-level position at rank of Staff Librarian and Adjunct Instructor. Twelve-month, non-tenure-track faculty appointment. Benefits: TIAA/CREF; medical plan; 24 days annual leave; 18 days sick leave. Application deadline: Review of applications will begin March 27, 1992, and continue until position is filled. Position available July 1, 1992, pending availability of funds. Send letter of application; 2 copies of resume; and names, addresses, and telephone numbers of 3 references to: Myra N. Lowe, Chair, Search Committee for Coordinator, Bibliographic Instruction, Wise Library, West Virginia University, P.O. Box 6069, Morgantown, WV 26506-6069. West Virginia University is an equal opportunity, affirmative action employer.

COORDINATOR FOR LIBRARY INSTRUCTION AND REFERENCE LIBRARIAN, Assistant Professor (tenure-leading). Central Reference Services, starting July 1. Coordinate and participate in the undergraduate library instruction program for the Central Reference Services Department. Participate in librarywide strategic planning for library instruction, staff development, integration of educational technology into library instruction, and grant development for instructional initiatives. Serve on the Reference/Information Desk, including nights and weekends. May have liaison, reference, and collection development responsibilities with an academic department in the humanities, social sciences, or business. May have liaison responsibilities with the University's Office of Multicultural Affairs. Participate in online searching in the humanities and social sciences, depending upon applicant's background and departmental needs. Participate in library committees and task forces. Required: MLS from an ALA-accredited library school and a minimum of one year professional academic library experience. Excellent communication skills (oral and written) essential. Preferred: planning skills, experience in library instruction, collection development, online searching, reference in the humanities/social sciences. Desired: experience in business reference and collection development. \$24,500 minimum for a twelve-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current addresses/telephone numbers of three references by May 15, 1992, to: Kent Hendrickson, 106 Love Library, University of Nebraska-Lincoln, Lincoln, Nebraska 68588-0410. Affirmative action, equal opportunity employer.

COORDINATOR OF ELECTRONIC REFERENCE SERVICES. James Madison University's Carrier Library is seeking a Coordinator of Electronic Reference Services. The University is a publicly supported institution offering primarily undergraduate programs (enrollment approximately 11,500 FTE). Located in Virginia's Shenandoah Valley, JMU is considered one of the outstanding schools in the region and aspires to be one of the best public undergraduate institutions in the nation. Responsibilities: manage electronic reference services including online, CD-ROM, and network resources; reference, including evenings and weekends; collection development, online searching, and library instruction for selected liaison departments in the social sciences and/or health sciences. Qualifications: ALA-accredited MLS; ability to work cooperatively with faculty, students, and colleagues; ability to communicate effectively both orally and in writing; strong commitment to public service; reference experience, preferably in an academic library; significant experience with and enthusiasm for the development of computer-based reference services; evidence of ability to provide effective course-related library instruction; potential to meet the requirements of a tenure-track faculty position. Undergraduate or graduate degree in the social sciences or health sciences preferred. Benefits and Salary: twelve-month, tenure-track appointment with faculty rank; 20 days paid vacation plus University holidays and paid BC/BS health insurance; several retirement options including TIAA/CREF and the Virginia Retirement System, with the University making the full contribution; salary is \$28,000 or higher depending on qualifications. The position will be available July 1, 1992, and will remain open until filled. Applications will be reviewed April 20, 1992. Send application letter and resume

UNIVERSITY LIBRARIES

REFERENCE LIBRARIAN

Responsibilities include reference desk services, online searching, bibliographic instruction, and collection development. MLS required; second advanced degree required for tenure consideration. Several years relevant experience preferred. Minimum Salary: \$32,000. Screening will begin immediately; position available September 1.

SCIENCE LIBRARIAN

Responsibilities include the overall management of the separately-housed Science Library. MLS required; second advanced degree required for tenure consideration. Several years relevant experience preferred. Minimum Salary: \$32,000. Screening will begin immediately; position available June 1.

All inquiries to: Eugene T. Neely, Dean of Libraries, Swirbul Library, ADELPHI UNIVERSITY, Garden City, NY 11530. Send curriculum vitae and names/addresses of three references.

Adelphi

UNIVERSITY

Adelphi University is an EO/AA Employer M/F

Head of Reference

O'Neill Library

The O'Neill Library seeks a creative leader in reference and information services to manage a department of ten librarians, five paraprofessionals, a secretary and student assistants. Primary responsibilities include planning and developing effective methods of educating and serving users, management of reference, automated research, and development of the reference collection in a heavily used, highly automated environment. Will serve as bibliographer in a designated subject area, member of the Library Department Heads Committee, Library Administrative Group, and participate in decision-making about public services throughout the University Libraries.

Requires ALA-accredited MLS, at least five years' experience, including supervisory experience, in academic or research libraries, and demonstrated skill in providing a full range of reference services, including familiarity with automated research support. Experience in collection development with a subject degree or record of bibliographic accomplishment is also required. Evidence of active contribution to the library profession is highly desirable. Also requires excellent communication skills, openness to the challenges facing reference services today, commitment to the service mission of the academic library, a collegial management style, an ability to delegate responsibility and support of staff development.

Salary: \$40,000+, depending on qualifications.

Boston College, a co-educational Jesuit University of 9000 undergraduates and 5,000 graduate and professional students, is committed to the ideal of excellence and service to others. The O'Neill Library provides an attractive and intensely used environment for study and teaching. The University Libraries, with a staff of 50 professional and 90 support positions and over 300 student assistants, are recognized as the focal point for research and information services at the University. The Library administration encourages participative management, open communication and staff development at all levels of the organization. Benefits include twenty-two days' vacation, tuition remission, and a wide range of insurance programs.

Applications received before May 18th, 1992, will receive first consideration. To apply, send resume and cover letter along with names and telephone numbers of three references to:

**Richard Jefferson, Director of Employee Relations,
Department of Human Resources, Boston College,
More Hall 315, Chestnut Hill, MA 02167.** An Equal
Opportunity/Affirmative Action Employer.



BOSTON COLLEGE

A Jesuit University

plus the names and phone numbers of three references to: Sandy Maxfield, Reference Librarian Search Committee, Carrier Library, **James Madison University**, Harrisonburg, VA 22807. James Madison University is an affirmative action, equal opportunity employer.

COORDINATOR, REFERENCE/INFORMATION DESK, ASSISTANT PROFESSOR (tenure-leading). Central Reference Services, starting July 1. Daily supervision of the Reference/Information Desk, which includes the following: Reference/Information Desk duty (including nights and weekends), desk scheduling, supervision of paraprofessionals and student assistants, and handling of reference correspondence. Training of personnel assigned to desk duty. Encourage the use of electronic reference services. Reference collection development and maintenance. May include liaison with academic departments, depending upon education and/or experience and needs of the department. Participate in library committees and task forces. Required: MLS from an ALA-accredited library school and a minimum of two years professional academic library experience. Excellent communication skills (oral and written) essential. Preferred: experience in supervision, collection development, online searching, reference in the humanities/social sciences. \$26,000 minimum for a twelve-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current addresses/telephone numbers of three references by May 15 to: Kent Hendrickson, 106 Love Library, **University of Nebraska-Lincoln**, NE 68588-0410. Affirmative action, equal opportunity employer.

CURATOR, James Ford Bell Library, University of Minnesota Libraries. The James Ford Bell Library is a unique collection of rare books, maps, and manuscripts dealing with the European Expansion from 1400 to 1800. The Library was established in 1953 with the donation of 600 books from the private library of James Ford Bell, founder of the General Mills Company in Minneapolis. Currently, this collection of original material comprises 15,000 rare books, 4,000 manuscripts, and 2,500 maps. The Curator is responsible for the collections, services, and programs of the Library. The responsibilities include: selecting new acquisitions from catalogs, antiquarian dealers, and booksellers; provision of reference service to scholars at the University and worldwide; interpretation of collections to faculty and students; teaching; preservation and restoration of collections. The Curator also services a leadership role in the activities of the Associates of the James Ford Bell Library in developing public relations programs and fund-raising activities. Requirements: Essential: Applicants must have an ALA-accredited MLS, or its foreign equivalent; knowledge of rare book librarianship; minimum of five years professional experience in a rare book library. Desirable: an advanced degree in history or a related subject; strong record of publication and teaching; knowledge of European languages; participation in professional associations. This is a twelve-month academic position with probationary appointment at the Associate Librarian rank or continuous appointment at the Librarian rank, and a minimum salary of \$45,000. Applicants should send a letter of application discussing background and experience relating to the position and its requirements; a current resume; and names and addresses of at least three references to: Barbara Doyle, Libraries Personnel Officer, **University of Minnesota Libraries**, 453 Wilson Library, 309 Nineteenth Avenue South, Minneapolis, MN 55455. Applications should be postmarked by May 15, 1992, to be given consideration. 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, veterans status, or sexual orientation.

DIRECTOR OF LIBRARIES, University of Massachusetts at Boston. The University invites applications and nominations for the position of Director of Libraries. Located on Boston Harbor with panoramic views of the city and the harbor islands, the University of Massachusetts Boston is the urban commuter campus of the Commonwealth's five campus land-grant university. It serves a diverse student body engaged in a full range of undergraduate and graduate programs including doctoral programs. The Joseph P. Healey Library comprises a collection of 518,905 volumes and 3,373 periodical subscriptions. Twenty professional and 20 support staff manage the collection and serve a faculty and student population of nearly 12,500. The library participates in the Greater Boston Library Consortium which gives the campus access to outstanding resources in every scholarly discipline. The library is fully automated, using University Library Systems software and various Local Area Network configurations. The Director reports to the Provost and is responsible for the overall management of library planning, budget, collections, services, and staff. Candidates must possess an MLS from an ALA-accredited school or its equivalent. Evidence of substantial administrative experience in an academic/research library and experience in managing the integration of developing information retrieval technologies into an automated environment is required. The candidate must demonstrate the ability to work collegially and to communicate effectively with members of a diverse urban community. Salary is competitive and commensurate with experience. The University is committed to the principles and goals of Affirmative Action, and we encourage the applications of women and minorities. Applications should include a letter of interest, resume, and names, addresses, and telephone numbers of at least three references. Send applications or letters of nomination to: Chair, Search Committee for Director of Libraries, Office of the Provost, **University of Massachusetts Boston**, 100 Morrissey Blvd., Boston, MA 02125-3393. Applications received by April 15, 1992, will be given full consideration; applications received after that date will be considered only if the applicant pool is not sufficient. An affirmative action, equal opportunity, Title IX employer.

HEAD OF CATALOGING. Provides leadership, management, supervision, and staff development for a department with four paraprofessionals. Does original cataloging when necessary. Recommends new cataloging policies and procedures. Works with the Systems Librarian, the Head of Technical Services at the Legal Research Center, and the Media Center to ensure quality control of the shared integrated online catalog, which is an Innovative Interfaces system. Responsible for Copley Library's name and subject authority work. Fulfills university faculty responsibilities, including collection development. Reports to the Associate University Librarian and participates in librarywide

Assistant Director for Collection & Services

The Schomburg Center for Research in Black Culture of The New York Public Library has an exceptional opportunity for our Assistant Director for Collections & Services. Will be responsible for the Center's collection development and management as well as public services policies and procedures. Will also serve as the coordinator for the implementation of the Library-wide collection development policy on African, African American and African Diasporan materials.

Qualified candidates should have an MLS from an ALA accredited Library School. Familiarity with and advanced graduate work in the field of African American, African or African Diasporan history or culture is highly desirable. Minimum of 5 years progressively responsible managerial experience in a research, university or public library environment required. Knowledge of current developments in librarianship and information technology required. Excellent communication, presentation, interpersonal and leadership skills are essential.

We offer a minimum starting salary of \$40,160 plus excellent benefits. For prompt consideration please send resume in confidence to:

Human Resources Dept. DC-1

Candidates selected for consideration
will be contacted for an interview
An Equal Opportunity Employer M/F



**The New York
Public Library**

8 West 40th St., 2nd Floor
New York, NY 10018

DIRECTOR OF LIBRARY SERVICES

La Salle University invites applications for the position of Director of Library Services. Located in the northwest section of Philadelphia, La Salle is a Roman Catholic affiliated University offering baccalaureate degrees in Arts, Sciences, Business and pre-professional programs to 3,200 students in the Schools of Arts and Sciences and Business Administration and to 1,600 primarily part-time students in the School of Continuing Studies. An additional 1,200 students (primarily part-time) are enrolled in professionally-oriented Master's degree programs. The Connelly Library opened in 1988 and is a fully-automated facility offering the University community a combination of traditional library services and the latest in information technology. The Library presently has more than 345,000 volumes, over 1,650 serial subscriptions, 40,000 units of microforms, and a continually expanding collection of media in electronic formats and electronic databases.

Applicants must possess a Master's degree from an ALA-accredited program. An additional graduate degree is preferred. Applicants should have a record of five years of progressively responsible staff and administrative experience in academic libraries. Selection will also be based on evidence of excellent communication skills; a strong service orientation; ability to work effectively with staff, faculty, students, administration, alumni, and other relevant constituencies; knowledge of library technology, including familiarity with developments and trends as well as practical experience with library automation; and active contributions to the profession through publications or leadership in professional organizations.

The Director of Library Services is responsible for the development, organization, and operation of Library Services; development of budgets, policies, priorities, and long-range planning of Library resources, services, facilities, and staff; integration of Library resources and services with the University's mission and educational programs; and representation of the Library in the campus community, in the profession, and to the public. The Director has faculty status and is a member of the University's Curriculum Committee. Salary is competitive commensurate with qualifications and experience.

Review of applications will begin May 1, 1992. The position is available immediately upon selection. Applicants should submit a letter of application, full résumé, undergraduate and graduate transcripts, and three current letters of employment reference to:

Library Search Committee
c/o Office of the Provost
CM 803
La Salle University
Philadelphia, PA 19141-1199



LA SALLE UNIVERSITY

La Salle University is an equal opportunity, affirmative action employer.

planning. Required: MLS from ALA-accredited school or foreign equivalent, and at least three years cataloging experience; extensive knowledge of AACR2, OCLC, MARC formats, Dewey classification, LCSH; strong interpersonal and communication skills; some supervisory experience; initiative; flexibility; ability to work in a collegial academic environment. The position is tenure-track with faculty rank. Successful applicant must have or complete a second Master's degree for tenure and show potential to gain promotion through faculty ranks. Salary from \$37,000. Excellent benefits including TIAA-CREF, a variety of medical and dental plans, USD tuition remission. Applications must be postmarked by May 1, 1992, to be considered. Submit letter of application and resume, with names, addresses, and telephone numbers of three professional references to: Marjo Gray, Associate University Librarian, Copley Library, University of San Diego, Alcalá Park, San Diego, CA 92110. The University of San Diego is an independent Catholic institution located on a beautiful 180-acre mesa overlooking the Pacific Ocean. Chartered in 1949, the University enrolls 6,000 students in the College of Arts and Sciences and the Schools of Business Administration, Education, Law, and Nursing. USD is an AA/EO employer. Minorities are encouraged to apply.

HEAD, DOCUMENT DELIVERY UNIT, Systems and Access Services Division, (Librarian II or III). Administers the unit that provides interlibrary lending and borrowing and faculty photoduplication services for all disciplines. Supervises 6.5 FTE clerical staff members. Responsible for student budget of over \$60,000 and unit accounts with an annual income of over \$75,000. Required: ALA-accredited MLS, 3 years experience as a librarian, experience with online systems including OCLC. Preferred: progressive supervisory experience and experience with interlibrary loan and microcomputers (particularly spreadsheets and statistical packages). Minimum salary: \$28,000. Send resume and names of three references by April 20, 1992, to: Carl R. Lee, Associate Director for Systems and Access Services, Michigan State University Libraries, East Lansing, MI 48824-1048.

HEAD OF SERIALS/AQUISITIONS, Saint Louis University, Pius XII Memorial Library. Assistant or Associate Professor, nontenure, twelve-month position. Report to University Librarian. Duties: responsible for planning, directing, and evaluating serial and monograph acquisitions; serials control and check-in system and procedures (both manual and automated); bibliographic search and verification in OCLC, MATSS, and in manual sources; vendor selection and evaluation; expenditure projection, monitoring, and analysis; order, claim, and receipt of firm orders, approvals, monographic and serial standing orders; gifts; bindery; mail services. Supervise two librarians, nine staff plus student assistants. Work closely with Coordinator of Collection Development and serve on director's management team; maintain current awareness of publishing and pricing trends; communicate effectively with publishers and vendors; participate in planning for integrated library system including automation of serials and acquisitions functions. Requirements: ALA/MLS, four years technical services experience in academic library or equivalent related experience (book industry, special library); two years acquisitions experience; two years serials experience including serials control; two years supervisory experience; familiarity with domestic and foreign book trade and serial vendors; demonstrated leadership ability including success as management team member; evidence of positive strong interpersonal and communication skills; evidence of problem-solving and analytical skills; familiarity with automated serials and acquisitions systems. Preferences: automated serials and acquisitions experience; familiarity with bibliographic utilities; evidence of professional involvement; reading knowledge of one or more foreign languages; second master's degree. Available July 1, 1992, or as soon thereafter as possible. Salary \$32,000 to \$36,000 based on qualifications and experience. Benefits include retirement, health and life insurance programs, tuition remission, and vacation. Send resume, including names, addresses, and telephone numbers of three professional references by May 8, 1992, to: Serials/Acquisitions Librarian Search, Library Administrative Offices, Pius XII Memorial Library, Saint Louis University, 3650 Lindell Blvd., St. Louis, MO 63108-3302. Saint Louis University is an affirmative action, equal opportunity employer. Women, minorities, the handicapped, and Vietnam-era veterans are encouraged to apply.

HUMANITIES PRINCIPAL BIBLIOGRAPHER. The Iowa State University Library seeks an experienced bibliographer, at the rank of Assistant Professor or higher, depending on qualifications, to lead its collection development program in the humanities. Reports to the Head of the Collection Development Department. Develops and manages collections in American and English languages and literatures, foreign languages, journalism, performing arts, speech, music, philosophy, history of art, fine and applied art, architecture, landscape

architecture, and community planning. Allocates subject-specific funds, acts as liaison with faculty, students, and staff; conducts serials reviews and collection evaluations; monitors approval plans. As one of three principal bibliographers, participates in formulating collection policies and procedures, defining long-range plans, and supervising and coordinating the work of selectors. In addition to responsibilities related to the main library collection, develops and manages the collection in the College of Design Reading Room. Some participating in reference service programs is possible depending on the candidate's interest, subject background, and Library priorities. Qualifications: Required: graduate degree from an ALA-accredited program; advanced degree or its equivalent in a relevant discipline; understanding of research needs and the organization of scholarly literature in the humanities; working knowledge of one or more Western European languages in addition to English; ability to communicate effectively. Faculty at Iowa State are expected to meet promotion and tenure requirements. Preferred: three to five years of experience in collection development in a major academic library. Benefits: competitive; TIAA/CREF. Salary: low \$30,000s minimum. Serving over 25,000 students, the library provides electronic resources and access tools which complement nationally recognized print collection. Ames supports quality schools and outstanding cultural attractions and was recently recognized as one of the top ten areas of its size in the country. Application: Review of applications will begin May 1, 1992, and continue until the position is filled. Submit letter of application, resume, and names, addresses and telephone numbers of three references to: Search Committee, Principal Bibliographer: Humanities, 302 Parks Library, Iowa State University, Ames, IA 50011-2140. Iowa State has a strong commitment to equal opportunity and affirmative action. Members of protected classes are especially encouraged to apply. Iowa State University is an equal opportunity, affirmative action employer.

INTERLIBRARY LOAN/REFERENCE LIBRARIAN. Tenure-track faculty position (Instructor/Assistant Professor), reporting to the Head of Public Services. Responsible for overall management and operation of the library's interlibrary and document-delivery services; 1 FTE and student assistants; coordination of the library's bibliographic instruction program; works assigned hours at the reference desk. Minimum Qualifications: ALA-accredited MLS, experience with OCLC/ILL subsystem; familiarity with ILL procedures and other document-delivery systems; knowledge of trade and national bibliographic sources and networks; knowledge and interest in educating library users; ability to work effectively with colleagues and diverse clientele; effective written and oral skills. Additional desirable qualifications: 1) second master's degree in a subject field (will be required for tenure and promotion); 2) supervisory experience; 3) reference experience. Minimum salary: \$22,000, twelve-month appointment. Send letter of application, resume, and the names, addresses, and telephone numbers of three references to: John Van Balen, Chair, Search Committee, I.D. Weeks Library, University of South Dakota, 414 East Clark Street, Vermillion, SD 57069-2390. Review of applications will begin May 15, 1992, and will continue until a suitable candidate is hired. Projected date of employment July 1, 1992. AA/EOE.

LIBRARIAN. Acquisitions, responsible for materials ordering and processing; selection of jobbers; maintaining fiscal records of both state and foundation acquisition funds; supervision of 1 clerical and 2-3 student assistants. ALA-accredited MLS required; prefer two years experience; work experience with NOTIS desirable. Salary range \$24,000-\$28,000. Appointment date May 18, 1992 (negotiable). Screening will begin April 10 and continue until position is filled. Send letter of application, resume, transcripts, and three references, and/or addresses, and telephone numbers to: Henry R. Stewart, University Librarian, Emporia State University, William Allen White Library, Campus Box 51, Emporia, KS 66801-5087. ESU is an affirmative action, equal opportunity employer. We encourage applications from members of protected classes.

LIBRARIAN I, HEAD, ARCHITECTURE LIBRARY. The University of Maryland College Park Libraries invites applications for the position: Librarian I, Head, Architecture Library. Responsibilities: responsible for the management of the Architecture Library, whose collections support research and instruction in the areas of architecture, interior design, landscape architecture, urban design, and city planning. Has responsibility for implementing policies and establishing procedures in collection management, reference services, circulation of materials, technical processing, personnel, and fiscal management for the Architecture Library. Collection is approximately 31,000 volumes and 150 periodical subscriptions. In addition to the Head, staff consists of 1.5 FTE clerical and student assistant employees. Qualifications: Required: ALA-accredited Master's degree in Library Science. Mini-

BOSTON LIBRARY CONSORTIUM

Executive Director

The Boston Library Consortium, composed of eleven major academic and research institutions in Massachusetts (Boston College, Boston Public Library, Boston U, Brandeis U, Massachusetts Institute of Technology, Northeastern U, State Library of Massachusetts, Tufts U, U of Massachusetts/Amherst, U of Massachusetts/Boston, and Wellesley College), seeks an Executive Director to manage its programs and activities. Under the direction of the Board of Directors, the Executive Director provides vision and leadership for the Consortium, serves as Clerk of the Corporation, manages the Consortium Office and a staff of two, coordinates the activities of the Consortium's committees, initiates and develops proposals, and advises the Board on external grant opportunities.

Collective resources of the Boston Library Consortium members amount to nearly 18 million volumes and 125,000 current serials subscriptions. The BLC offers a reciprocal borrowing program, is active in cooperative staff development, and takes a leadership role in adopting new and innovative technologies to cooperatively improve library services, resource sharing, access and document delivery. All consortium members participate in NEARNet. Recent technological development include a Consortium gateway and an online Union List of Serials that is linked to the UnCover service. Plans are underway to establish an electronic document-delivery system.

Qualified candidates should possess an ALA-accredited MLS degree; 5 years progressively responsible experience in a research library or library network environment; experience in library systems, fiscal management, proposal writing, project management; understanding of research library services and issues; strong leadership, communication and interpersonal skills; and ability in working with a large number of people and multiple organizations. Experience with designing and delivering services through telecommunication networks preferred.

Salary: from \$40,000, commensurate with experience. Excellent benefits. Interested individuals should send a letter of application and resume with the names and addresses of three references to:

Bessie K. Hahn
Chair, Search Committee
Boston Library Consortium
Boston Public Library
Boston, MA 02117

Applications will be accepted until the position is filled. Review of application will begin May 1, 1992.

BLC is an equal opportunity employer. Women and minorities are especially encouraged to apply.

...mum of three years appropriate professional library experience. Demonstrated subject expertise in architecture or architectural history. Demonstrated public service attitude and demonstrated effectiveness to perform reference and collection management work. Effective oral and written communication skills. Supervisory experience. Familiarity with French, German, or Italian. Preferred: familiarity with circulation and automated information retrieval systems. Salary: \$29,702, minimum. Salary commensurate with experience. Excellent benefits. For full consideration, submit resume and names/addresses of three references by April 24, 1992. Applications will be accepted until position is filled. Send resume to: Ray Foster, Personnel Librarian, Library Personnel Services, McKeldin Library, **University of Maryland**, College Park, MD 20742-7011.

LIBRARIAN, REFERENCE/COLLECTION DEVELOPMENT, Castleton State College. Twelve-month/full-time, faculty-rank position, effective start of 1992-1993 academic year. Rank and Salary: \$22,000 approximately, minimum at 1991-1992 rates, attractive benefits package. 6 weeks vacation. Responsibilities: coordinate collection development activities, some reference and bibliographic instruction duties (may include evening and weekend hours). Qualifications: MLS from and ALA-accredited program. Second master's degree and experience in academic library reference and collection

development preferred. Familiarity with automated library systems, good communication skills, strong service commitment, ability to work with people in cooperative enterprises. Review of applications will begin on May 1, 1992, and will continue until position is filled. Send letter of application, copy of transcripts, resume, and names, addresses, and telephone numbers of three references to: Joseph T. Mark, Academic Dean, **Castleton State College**, Castleton, VT 05735. Castleton State College is an equal opportunity, affirmative action employer.

PRESERVATION OFFICER. The University of Maryland College Park Libraries invites applications for the position: Preservation Officer (Librarian II or equivalent). Responsibilities: responsible for the planning, implementation, and administration of a comprehensive conservation/preservation program for the UMCP Libraries, encompassing all aspects of materials treatment. Qualifications: Required: ALA-accredited master's degree in library science and advanced training in book conservation/preservation; or professional degree and experience in conservation/preservation. Experience: at least five years of progressively responsible experience in an academic or research library, at least two of which must have been at the managerial level. Extensive experience in the treatment of library materials and comprehensive knowledge of preservation issues.

DIRECTOR OF LIBRARY TECHNICAL SERVICES

The University of Oklahoma

Duties: Under the direction of the Dean of University Libraries, the Director of Library Technical Services has administrative responsibility for Cataloging, Acquisitions, Serials, and Collection Development. The Serials Department includes Serials Cataloging and the Current Periodicals/Microforms Room, a public services area. The technical services staff consists of 8 librarians, 28 clerical staff, and 14 FTE student assistants. The incumbent is responsible for providing leadership in all phases of technical services activities including planning, program review and implementation, setting priorities, and the articulation of policy and procedure. Other responsibilities include evaluation of personnel, analysis of costs and efficiency of technical services operations, and maintaining an awareness of current development in the field. The Director of Library Technical Services works closely with the other members of the library administration and faculty in setting and carrying out library goals and objectives.

Qualifications: Required: MLS from an ALA-accredited library school; six or more years professional experience including at least three years as head of technical services or head of cataloging, acquisitions, or serials in a medium-to-large academic library; thorough understanding of acquisitions, cataloging, serials and collection development; verbal and written communication skills; strong organizational and supervisory skills; knowledge of current developments in technical services. Desirable: second master's or other advanced degree; knowledge of foreign languages; experience with automated library systems preferably NOTIS, OCLC, and RLIN; record of active involvement in professional associations; evidence of research or creative achievement. Screening Date: May 15, 1992. Search will remain open until filled. Salary: \$40,000 (minimum). Benefits: TIAA/CREF; State Retirement System; comprehensive medical protection; 33 days paid leave; short-term disability leave; group life insurance; University holidays.

University Libraries: A member of the Research Libraries Group, AMIGOS, and ARL, the University Libraries consists of a main library and six branches. The collection contains more than 2.2 million volumes, 16,000 periodical subscriptions, and three outstanding special collections in history of science, western history, and business history. The Libraries has implemented the public access catalog, cataloging, authority control, acquisitions, and circulation functions of the NOTIS system. Norman is an attractive community with a low cost of living, close to a major metropolitan city. Employment: Librarians have the privileges and responsibilities of faculty status (nontenure-track) and hold the rank of assistant professor or above. Application: Send nominations or letter of application with resume, a list of publications, and the names of three references including current supervisor to:

Donald C. Hudson
Manager, 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.

Demonstrated ability to plan and carry out a conservation/preservation program, working with both faculty and library staff in the accomplishment thereof. Salary: \$34,375, minimum. Salary commensurate with experience. Excellent benefits. For full consideration, submit resume and names/addresses of three references by May 15, 1992. Applications will be accepted until position is filled. Send resume to: Ray Foster, Personnel Librarian, Library Personnel Services McKeldin Library, **University of Maryland**, College Park, MD 20742-7011.

PUBLIC SERVICES CHAIR. Manages public services (reference, circulation, reserve/media, stacks, copy center, and ILL) with a staff of 25 FTE. Serves as a member of the library management team and is actively involved in planning and policymaking. Qualifications:

ALA-accredited MLS. Minimum of 4 years of supervisory experience in public services. Strong management, analytical, planning, and problem-solving skills. Superior interpersonal communication and writing abilities, combined with flexibility and initiative. Knowledge of Innovative Interfaces integrated library system software and micro-computer applications highly desirable. Salary and Benefits: upper \$30s + DOQ, tenure-track, TIAA/CREF, 24 days annual leave. Send letter of application, resume, and three references to: Jan Boyer, University Library, **University of Nebraska at Omaha**, Omaha, NE 68182-0237. Review of applications will begin May 1, 1992. AA/ECE.

PUBLIC SERVICES OPENINGS, (3 positions). The Cline Library at Northern Arizona University invites applications for three public ser-

TWO POSITIONS

Trinity University

Trinity University, San Antonio, Texas, invites applications for two positions. Trinity, with 2,400 undergraduates and 200 graduate students, is strongly committed to excellent in support of the liberal arts and sciences tradition. Presently the library collection has more than 700,000 volumes of books and bound periodicals (compared with 300,000 in 1980), plus sizable holdings of government documents, microforms, and nonprint items. NOTIS was installed in 1991.

Head Cataloger. Responsible for the daily operation of the Cataloging Department, determining workflow and allocation of resources; determining and documenting cataloging policy, based on accepted cataloging standards and local practice; the direct supervision of the copy cataloging and processing units; and original cataloging of difficult materials. Serves as the major resource for cataloging questions from other librarians and from staff, and is expected to have substantial original cataloging expertise (books and serials). Qualifications for this senior-level position; knowledge of and experience with AACR2, LCSH, LC, and OCLC (required); 4-5 years progressively responsible supervisory experience, including copy cataloging, highly desirable; demonstrated communication and training skills; knowledge of at least one foreign language, preferably German or a Romance language; experience with an automated cataloging system, preferably NOTIS; and familiarity with the use of microcomputers. Assistant Professor rank with tenure-track. Salary minimum \$30,000, higher depending on experience or other qualifications.

Reference Librarian/Bibliographer. Primary responsibilities involve liaison work with selected departments, including user education, collection development, and online computer searching; as well as general reference duties (including scheduled evening and weekend hours). The Reference Department consists of five librarians and two assistants who report to the Assistant Director for Public Services and Collections. Preference will be given to candidates with an academic background including a graduate degree in a humanities or social sciences discipline. Microcomputer experience and a strong interest in reference automation applications preferred. Instructor or Assistant Professor rank with tenure-track. Salary minimum \$24,000, higher depending on experience or other qualifications.

The qualifications for both positions include an appreciation for and commitment to undergraduate liberal arts and sciences education; initiative, energy, and creativity; good interpersonal skills; the ability to function effectively in a complex organization; strong professional commitment; interest in research and publishing; and an ALA-accredited MLS. In short, we seek academic librarians who wish to function in a campus community as academics and as librarians. Both positions are twelve-month appointments, with generous TIAA/CREF and other fringe benefits, and are available as early as June 1. Send letter of application, detailed resume, placement file if available, and names of three references to:

Richard Meyer
Director of the Library, Trinity University
715 Stadium Drive
San Antonio, TX 78212
Deadline for receipt of applications is May 11, 1992.

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

vices positions. Each involves academic professional status, a twelve-month contract, and a budgeted hiring level of \$23,500. Basic required qualifications are: an ALA-accredited MLS; excellent oral and written communications skills; and a strong service orientation. More detailed job descriptions are available upon request. Review of applications will begin on April 15, 1992. The searches will remain open until the positions are filled. **Reference Librarian:** provides reference services, including documents, BI, collection development, and online/CD-ROM searching. Responsible for development of reference services associated with the online catalog, working closely with other librarians to promote improvements to NAU-CARL. Preferred: academic library experience; familiarity with OPACs and information systems; and experience with online catalog instruction. **Field Services Online Reference Librarian:** teaches

the use of the OPAC to field-based clientele; searches CARL and other online databases to locate materials for field-based classes; handles departmental database management; supervises staff; and shares in collection development. Required: online searching experience; familiarity with OPACs; and willingness to travel frequently. Desired: database management and supervisory experience. **Field Services/Reference Librarian (.5 in each area):** provides reference services to campus and field-based clientele; instructs users in searching online catalogs and databases; performs mediated searches; and shares in collection development. Required: willingness to travel. Desired: background in Education, Educational Psychology, or Psychology; experience with online searching, word processing, spreadsheet applications. Send application letter, resume, and names, addresses, phone numbers of three refer-

DIRECTOR OF THE LIBRARY

California State University, Hayward

Qualifications: MLS from an ALA-accredited library school or school of equivalent quality, and five years of significant professional library administrative experience. A record of accomplishment in the administration of library personnel and budgets. Ability to plan development of collections supporting university instruction and research. Experience in supervising, motivating, and evaluating a staff of professional and paraprofessional employees. Knowledge of technological developments and trends for automated library systems, online services, and CD-ROM resources. Ability to function effectively in a collective bargaining and shared governance environment. Experience in obtaining external support for the library. Experience in meeting the educational needs of a multicultural community.

The University: Part of the 20-campus California State University system, CSUH is located in the hills above the eastern edge of San Francisco Bay. Approximately 13,000 students are enrolled in the university's undergraduate and master's programs.

Responsibilities: The Director of the Library supervises a budget of over \$4 million, a collection of over 800,000 volumes accessible through INNOPAC, and a staff of 18 library faculty. The Director reports directly to the university Provost. Salary is competitive and commensurate with experience and qualifications. The appointment is effective September 1, 1992, or earlier. Applications will be accepted until the position is filled. Applicants should include a letter, resume, and the names of three references. Position #92-004. Address nominations and applications to:

**Chair, Search Committee for the Director of the Library
Office of the Provost and Vice President Academic Affairs
California State University, Hayward
Hayward, CA 94542-3007**

CSUH is an affirmative action, equal opportunity employer.

ences to: Jean D. Collins, University Libraries, Cline Library, P.O. Box 6022, NAU, Flagstaff, AZ 86011. **Northern Arizona University** is an equal opportunity, affirmative action employer. Minorities, women, handicapped, and veterans are encouraged to apply.

REFERENCE LIBRARIAN, half-time position, Medical Center Library, University of California, San Diego Library. Salary range (at half-time): Assistant Librarian: \$14,334-\$18,348 or Associate Librarian I-IV: \$17,526-\$20,580. UCSD is an equal opportunity, affirmative action employer and specifically seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Half-time position reports to Head of the Medical Center Library and is responsible for providing reference and online search services and sharing in collection development assignments. Develops instructional and outreach programs. UCSD librarians are expected to participate in librarywide planning and to be active professionally. Qualifications: Required: MLS degree and excellent communication and interpersonal skills. Preferred: minimum of one year's experience in a health/life sciences library or hospital library, experience in library instruction, microcomputer skills. An appointee at the Associate Librarian level would be expected to bring to the position well-developed reference skills and substantial previous experience. Applications received by May 15, 1992, will be assured of consideration. To apply, send a resume, cover letter, and list of three references to: **University of California, San Diego**, Janet Tait, Academic Personnel Coordinator, Library Personnel, 0175H-1, 9500 Gilman Dr., La Jolla, CA 92093-0175.

RESEARCH ASSOCIATE. Pritikin Systems, Inc., a wholly owned subsidiary of Quaker Oats, based in Santa Monica, CA., is recruiting for a Research Associate to coordinate literature searches and write summaries on assigned topics. In addition, they will identify documentation needs; design a file system to organize documents; manage library functions for PSI; and coordinate efforts with Quaker Research

Libraries. Candidates must have a BS in Biological Sciences and familiarity with medical terminology. Proven writing skills, experience in library or filing systems, and computer skills are a must. Must be detail-oriented, and able to prioritize activities with the flexibility to handle unexpected crises. Pritikin Systems, Inc., offers an exceptional benefits package, in an environment focused on career growth and personal health. Applicants should send resume and salary requirements to: Patricia Dobbs, Manager, Human Resources, **Pritikin Systems, Inc.**, 1910 Ocean Front Walk, Santa Monica, CA 90405.

SCIENCE AND TECHNOLOGY REFERENCE LIBRARIAN. The Iowa State University Library seeks a Science and Technology Reference Librarian at the rank of Assistant Professor, who works in a centralized reference environment which emphasized electronic references and instructional services (including a CD-ROM-based local area network mediated and end-user online searching, OCLC, a NOTIS-based OPAC with indexing/abstracting databases, and a formal computer-based instructional program). Responsibilities include: working at a general reference desk; conducting in-depth consultations and instruction in science and technology areas; teaching a required general bibliographic instruction course; assisting in developing reference collections/services and course-related instructional sessions; and performing other duties in support of the Department's responsibilities. Some participation in collection development of the general collection is possible depending on the candidate's interest, subject background and the Library's priorities. Qualifications: Required: ALA-accredited MLS; degree in engineering, physical sciences, biological sciences, computer science, or related fields, or one year experience in a science and technology library; commitment to public services; ability to work effectively with all levels of university clientele; flexibility in adapting to change and ability to work as part of a collegial team; and good communication skills. Faculty at Iowa State are expected to meet promotion and tenure

requirements. Preferred: at least two years experience in science and technology library or advanced coursework in reference; experience with online database searching and/or bibliographic instruction. Benefits: competitive; TIAA/CREF. Salary: \$24,000 or higher, depending upon experience. Serving over 25,000 students, the Library provides electronic resources and access tools which complement nationally recognized print collections. Ames supports quality schools and outstanding cultural attractions and was recently recognized as one of the top ten areas of its size in the country. Application: Review of applications will begin May 1, 1992. Submit letter of application, resume and names, addresses, and telephone numbers of three references to: Search Committee, Science and Technology Reference Librarian, 302 Parks Library, **Iowa State University**, Ames, IA 50011-2140. Iowa State has a strong commitment to equal opportunity and affirmative action. Members of protected classes are especially encouraged to apply. Iowa State University is an equal opportunity, affirmative action employer.

SERIALS CATALOGER, University of Georgia Libraries. Duties and Responsibilities: The Serials Cataloging Section of the Cataloging Department is comprised of the Head, one librarian, and five support staff members. The Serials Cataloger is responsible to the Head of the Section for performing original and copy cataloging of serials and periodicals in all subjects and languages. Along with the Head of the Section, the Cataloger serves as a resource person in the area of serials cataloging both within the Department and in other areas of the Libraries. The Cataloging Department has 14 professional and 24 support staff positions and catalogs over 50,000 books, serials, microforms, and nonprint materials yearly. The Libraries are a full member of the CONSER Program and participants in NACO. The Libraries have implemented the USMARC Format for Holdings and Locations. The Serials Cataloging Section accounts for over 1,500 new titles cataloged and approximately 500 titles recataloged yearly. The Libraries supports GALIN, an in-house, automated, integrated system. Some evening and/or weekend work may be required. Qualifications: MLS from ALA-accredited library school; knowledge of AACR, AACR2, and LC classification and subject headings; ability to work with broad range of subjects and languages; effective oral and written communication skills; ability to establish and maintain effective working relationships; flexibility in adapting to changing departmental and organizational priorities; serials cataloging experience preferred; strong interest in academic or research librarianship desired; experience with OCLC cataloging desired; knowledge of other automated systems applicable to technical services (and especially serials control) desired. Benefits: standard benefits package includes life, health and disability insurance, and mandatory participation in the state or optional retirement system, and 21 days annual leave, plus 11 paid holidays. Salary minimum: \$22,000. Application Procedure: Send letter of application addressing all qualifications with resume and the names of three references by May 22, 1992, to: Florence E. King, Personnel Librarian, **University of Georgia Libraries**, Athens, GA 30602. This position will be filled only if suitable applicants are found. An equal opportunity, affirmative action employer.

SERIALS LIBRARIAN, Portland State University Library, Portland, Oregon. Twelve-month, tenure-track faculty appointment (Assistant Professor). Responsible for management of the Serials Section including ordering, receiving, invoicing, binding, and record maintenance for a collection of approximately 11,000 current serial titles. Hires and supervises a staff of six paraprofessionals in the expenditure of a serials budget of approximately \$1.5 million. Provides leadership in planning and managing serials operations including implementation of a local serials control system. Qualifications include ALA-accredited MLS degree; previous administration of a medium-sized serials unit or a minimum of two years of successful experience in an academic or large public library serials department; experience with automated serials control systems; familiarity with foreign bibliographic and trade terms, and with serials bibliographies in all forms and languages; and effective interpersonal and communication skills. Minimum salary: \$29,016. Excellent fringe benefits. Send letter of application, resume, and three recent references including phone numbers to: Serials Librarian Search Committee, Director's Office, **Portland State University**, Library, 934 S.W. Harrison, Portland, OR 97207-1151. Phone: (503) 725-5780. FAX: (503) 725-4524. Priority consideration will be given to applications received prior to April 30, 1992. Portland State University is an equal opportunity and affirmative action employer.

SPECIAL COLLECTIONS, RARE BOOK CATALOGER. Provides original and adaptive bibliographic records for print materials designated for the Rare Books and other units of Special Collections. Serves as primary contact to curators and staff of Special Collections.

Monitors workflow and oversees activities associated with the various aspects of processing these collections. Participates in the formulation, documentation, and implementation of special collections cataloging policies and procedures. Assists in planning for librarywide services through participation in committees and task forces. Qualifications: MLS from an ALA-accredited library school program. Two or more years of professional cataloging experience in a large academic or research library required; Rare Book/Special Collections cataloging experience preferred. Knowledge of AACR2, LCSH, LC classification, USMARC formats, standards for bibliographic description and citation forms for rare book required. Familiarity with online integrated systems preferred. Reading knowledge of German and/or Italian. Excellent communication, interpersonal and problem-solving skills. Demonstrated ability to supervise and direct staff. Salary: minimum \$26,000 for ten-month appointment; higher depending on qualifications and experience. An additional month may be required for an added 9.6% of annual salary. Fringe benefits include health, dental, and life insurance; tuition remission; TIAA/CREF. Send letter addressing all qualification stated above with resume and names of 3 references to: Laila El-Zein, Chair, Search Committee, C/O Administrative Services Department, Paley Library 017-00, **Temple University**, Philadelphia, PA 19122. Review of application will begin May 1, 1992, and continue until position is filled. An AA/EO employer.

SPECIAL COLLECTIONS DEPARTMENT HEAD. The Iowa State University Library seeks Department Head for Special Collections, at the rank of Assistant Professor or higher depending on qualifications. The Department is comprised of four collection units: manuscripts, rare books, University archives, and the American Archives of the Factual Film, a significant collection of documentary film. Departmental collection strengths are agriculture and sciences. Manuscript collections include the Archives of American Agriculture, the Archives of Veterinary Medicine, and auxiliary archives of related disciplines. Reporting to the Assistant Director for Collections, the Head functions as manuscripts librarian and rare books curator as well as Department administrator. Responsibilities include supervision of professional and classified staff, collection development, and coordination with cataloging functions in Technical Services. Promotes use of special collections by the research community and participates in the library development effort. Along with the department heads of Preservation and Collection Development, participates in division planning, budgeting, and policy development. Qualifications: Required: position requires completion of an ALA-accredited degree, and strong leadership, management, organizational, communications, and interpersonal skills. Must be able to demonstrate familiarity with historical research methods. A record of active professional involvement is expected. Faculty at Iowa State are expected to meet promotion and tenure requirements. Preferred: Graduate study leading to an additional advanced degree is highly desirable, preferably in history, history of science and technology, history of agriculture, or other relevant discipline. Three to five years experience in a special collections environment, familiarity with the antiquarian book trade, and knowledge of donor relations. Benefits: competitive; TIAA/CREF. Salary: mid \$30,000s minimum. Serving over 25,000 students, the library provides electronic resources and access tools which complement nationally recognized print collections. Ames supports quality schools and outstanding cultural attractions and was recently recognized as one of the top ten areas of its size in the country. Application: Review of applications will begin May 1, 1992, and continue until the position is filled. Submit letter of application, resume, and names, addresses, and telephone numbers of three references to: Search Committee, Special Collections Department Head, 302 Parks Library, **Iowa State University**, Ames, IA 50011-2140. Iowa State has a strong commitment to equal opportunity and affirmative action. Members of protected classes are especially encouraged to apply. Iowa State University is an equal opportunity, affirmative action employer.

TECHNICAL SERVICES LIBRARIAN. Take advantage of the opportunity to work in a new library building and a working environment which emphasizes the use of technology to provide the greatest possible level of access and service to students. Will supervise five full-time and one part-time paraprofessionals in acquisitions, cataloging, government documents depository, and serials. Will act as a team member for the continued support of an interim automated system (The Intelligent Catalog) and related applications and also for participation in the implementation of a statewide automated system (OhioLINK). Some Reference duty will be required. Qualifications include: 1) an MLS from an ALA-accredited library school; 2) the ability to meet, communicate, and deal with people effectively; 3) basic knowledge of MS-DOS based personal computer systems and other automated systems and services relevant to libraries; 4) at least two years experience in a technical services position using OCLC; strong

managerial skills. Twelve-month appointment with 20 days vacation, excellent fringe benefits, \$23,543-29,004 based upon experience. Review of applications will begin January 25 and continue until position is filled. Send resume and three letters of recommendation to: Debra Johnson, Personnel Office, **Shawnee State University**, 940 Second Street, Portsmouth, OH 45662-4303. Affirmative action, equal opportunity employer. Minorities and physically disabled encouraged to apply.

UNIVERSITY ARCHIVIST. The Iowa State University Library Special Collections Department seeks an archivist at the Assistant Professor rank, who will be responsible for soliciting, arranging, and describing university records and faculty and alumni papers; for supervising support staff in processing and indexing these collections; and for providing reference service for the collections. Reports to the Head of the Department of Special Collections. Contributes to departmental planning, budgeting, and policy and procedure development. Assists in promoting resources of the department through exhibitions and presentations. Provides support as necessary in other areas of the department. In addition to the University Archives, the Department of Special Collections is comprised of manuscripts, rare books, and a documentary film archive. Qualifications: Required: position requires

completion of an ALA-accredited master's degree with coursework in archival administration, or appropriate equivalencies. Excellent organization, oral and written communication, and interpersonal skills. Faculty at Iowa State are expected to meet promotion and tenure requirements. Preferred: familiarity with the AMC/MARC format, NOTIS, and microcomputer applications. One or more years of archival experience in an academic or research setting; supervisory experience. Benefits: competitive; TIAA/CREF. Salary: \$24,000 minimum. Serving over 25,000 students, the library provides electronic resources and access tools which complement nationally recognized print collections. Ames supports quality schools and outstanding cultural attractions and was recently recognized as one of the top ten areas of its size in the country. Application: Review of applications will begin May 1, 1992, and will continue until the position is filled. Submit letter of application, resume, and names, addresses, and telephone numbers of three references to: Search Committee, University Archivist, 302 Parks Library, **Iowa State University**, Ames, IA 50011-2140. Iowa State has a strong commitment to equal opportunity and affirmative action. Members of protected classes are especially encouraged to apply. Iowa State University is an equal opportunity, affirmative action employer.

LATE AD LISTINGS

HEAD, REFERENCE SERVICES. A new position resulting from reorganization in response to a new library building addition and an automated system based on CARL and WLN. Responsibilities: provides creative leadership in the planning, development, and evaluation of the library's reference programs, services, and reference collection in support of the library's goals. Directs, schedules and evaluates library faculty members assigned to reference, and contributes to the evaluation for faculty assigned to other departments who participate in reference. Actively participates in reference and bibliographic instruction. Participates in the management of the library through membership on Library Council and relevant committees and task forces. Required: ALA-accredited MLS; extensive library experience (approximately seven years) showing evidence of increasing responsibility and successful leadership, with reference experience (approximately five years) in academic libraries; extensive experience with information technology; demonstrated ability to establish harmonious working relationships in a collegial environment. Desired: substantial management experience, excellent oral and written communication skills, additional graduate degree. Salary: from \$35,000, commensurate with qualification, academic rank, and experience. Benefits: standard state life and health insurance, and retirement options including TIAA/CREF. Moscow, population 18,000, hub of the nation's dry pea and lentil industry, and located in the soothing Palouse Hills with mostly moderate weather, offers excellent small-town values enhanced by the University. Moscow's Mardi Gras and UI-Lionel Hampton Jazz Festival are but two of the many cultural and community events that take place throughout the year. Recreation opportunities within a seventy-five-mile radius are numerous and varied. Washington State University, also a land-grant institution, is only 8 miles from Moscow. The two institutions have many cooperative programs, including library services. Review of applications begins on April 30, 1992, and proceeds until position is filled. To apply, please send a letter of application and your resume, along with the names, addresses, and phone numbers of three references to: Monte L. Steiger, Associate Dean, **University of Idaho** Library, Moscow, ID 83843. If you have questions please call (208) 885-6186. AA/EEO.

DIRECTOR OF LIBRARY INFORMATION SYSTEMS. Position summary: The Director of Library Information Systems provides leadership for the information systems functions throughout the University Library system and serves as a member

of the Library Administrative Council (the senior management group of the University Library). The IS Director participates at the highest levels in planning, and leads in the design and execution of excellent and easy-to-use academic information processing, access, and delivery systems which are linked with university network, other campus informational utilities, and with important external computer bases. The IS Director also serves with senior University computing managers and the Associate Deans for school computing in high-level planning for campuswide academic computing. The Director of Library Information Systems reports to the Vice Provost and Director of Library. The Library IS Director supervises a staff of about nine FTE in converting the Library's long-term vision and plan into information, communication and management-information systems which will result in more effective and efficient study and research by the university community. Duties: provides leadership in planning, design, implementation, support, and evaluation of all Library automated systems. Manages staff clearly, collegially, and smoothly. Manages financial and electronic resources for optimal cost and functional benefit. Provides for the design, coordination, and support of computer laboratories throughout the Library system. Serves as a principal Library representative on University Library, and external committees and working groups. Scans the technology and Library environments for systems and information services advances, and continuing input of potential improvements in information systems. Qualifications: A bachelor's degree in a relevant subject field (e.g. computer science, information science, electrical engineering) is required. An advanced degree is highly desirable. At least seven years of relevant experience required as well as skill and ease with teamwork, collaboration, and negotiation. Knowledge of universities, research libraries, and their information systems highly desirable. Evidence of excellent interpersonal, management, and communication skills is required. Familiarity with open systems design and standards client-server applications, microcomputer and CD applications highly desirable. A combination of experience with both mainframe and microcomputer application, IBM and UNIX-based operating systems is highly desirable. Familiarity with library-integrated systems is desirable. Salary range: to mid 60's. Please send a letter of application that illustrates how your background and experience meet the duties and qualifications of the position. Also, please send a resume and salary history, plus the names, addresses, and telephone numbers of three references to: Edna Dominguez, Library Personnel Administrator, 3420 Walnut St., Van Pelt-Dietrich Library Center, 3420 Walnut St., Philadelphia, PA 19104--6206. Application received by April 31, 1992, will receive first consideration. **The University of Pennsylvania** is an affirmative action, equal opportunity employer.

DOCUMENTS, PATENTS, AND PERIODICALS LIBRARIAN. Position is responsible for administration and operation of Documents, Patents, and Periodicals Department. Duties include reference service for these collections, hiring, training, and supervision of 5½ support staff and student workers. Other duties include collection development. Reports to Assistant Director for Public Services. Qualifications: ALA-accredited graduate library degree required. Three years academic research library experience, experience with automated serials control, management of Government Documents and U.S. Patents and Trademarks desired. Demonstrated commitment to public service; evidence of good oral and written communication skills, management and supervisory experience, demonstrated organizational skills; ability to work independently and cooperatively highly desired. Rank: Librarian II, \$21,312-32,688. Benefits: TIAA/CREF, life and health insurance. Send application letter, resume, transcript, and 3 letters of reference to: Diane L. Nelson, Assistant Director, Personnel Services, P.O. Box 8010, **University of North Dakota**, Grand Forks, ND 58202. Deadline April 30, 1992. Late applications may be considered if no appointment made from original pool. UND is an AA/EEO employer.

BIBLIOGRAPHIC INSTRUCTION LIBRARIAN, Diablo Valley College. Plans, coordinates, and evaluates bibliographic instruction program and provides instruction to students, faculty, and college community. Reference desk hours and collection

development. Required: ALA-accredited MLS. Desired: experience with bibliographic instruction, new library technologies, strong interpersonal and communication skills, sensitivity to diverse academic, socioeconomic, cultural, and ethnic backgrounds. Salary range: \$31,404-\$47,256; full-time, faculty status. Obtain application package from: Dean of Instruction, **Diablo Valley College**, 321 Golf Club Rd., Pleasant Hill, CA 94523, or call (510) 685-1230 ext. 1929. Filing deadline: 5 P.M., April 24, 1992. Equal opportunity. Women, minorities, and handicapped encouraged to apply.

ARCHIVIST AND SPECIAL COLLECTIONS LIBRARIAN, Franklin and Marshall College. Reporting to the College Librarian, the Archivist and Special Collections Librarian is responsible for all aspects of the department including reference, organization, and management of the College's archives, rare book and manuscript holdings (rich in Pennsylvania-German materials), and an interesting variety of special collections. The Archivist will also coordinate and prepare exhibits, participate in library-wide activities (bibliographic instruction and departmental liaison and general reference), supervise a part-time assistant, and depending on interest and qualifications, may coordinate the library's preservation program. Some weekend and evening work is required. Qualifications include an ALA/MLS, some experience in either archival or rare book collections, and a strong liberal arts education. Knowledge of German and OCLC cataloging practice are highly desirable. Salary starting at \$24,000 commensurate with education and experience. Candidates may submit letter of application, resume, and names, addresses, and phone numbers of three professional references to: Personnel Services, **Franklin and Marshall College**, P.O. Box 3003, Lancaster, PA 17604-3003. Consideration for the position will begin April 20 and will continue until an appointment has been made. An equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN, Huntington Library, Reader Services Department. Energetic, dedicated professional to shape direction of reference services in one of the nation's premier humanities/social sciences research libraries, now entering a period of significant renewal under Director William A. Moffett. Responsibilities: help evaluate and build reference collection for research needs, including secondary works to complement outstanding collection of rare books and manuscripts; develop and teach use of electronic reference services, including local networking, online databases. Some Saturday work required. Reports to Reader Services Librarian. Qualifications: MLS from ALA-accredited library school; strong interpersonal and communication skills; liberal arts education; and at least 3 years experience in academic/research institution; experience in use of emerging electronic technologies preferred. Salary: negotiable, depending on experience: \$25,000 minimum. Retirement TIAA/CREF after two years, three-week vacation, health insurance programs. Send letter of application, resume, and names of 3 references by April 15, 1992, to: Carl Foote, Manager of Personnel, **Huntington Library**, 1151 Oxford Road, San Marino, CA 91108.

INFORMATION SPECIALIST FOR THE BASIC SCIENCES. The William H. Welch Medical Library of The Johns Hopkins University seeks applications for the position of Information Specialist for the Basic Sciences. The Information Specialist provides a full range of library and information services to basic sciences departments. Primary responsibilities include: identification of problems and needs faced by scientists and students when retrieving and managing information from scientific databases; consultation and instruction to solve those problems and needs; and participation in the library's instructional program. Applicants must have a graduate degree in the biological/life sciences and a master's degree in library science; experience with teaching, instructional development, and online searching; and an understanding of research and academic environments. A doctorate in the sciences is preferred. The minimum salary is \$30,000. The search will remain open until the position is filled. The Library offers a competitive salary and benefits package. Applicants should submit an application letter and curriculum vitae to: Craig Mulder, The Welch Medical Library, **The Johns Hopkins University School of Medicine**, 1900 E. Monument Avenue, Room 101, Baltimore, MD 21205-2113. EOE M/F/H.

CATALOGER (SPECIAL COLLECTIONS), Northwestern University Library. Performs original and copy cataloging of Special Collections monographs, including descriptive and subject cataloging, classification, and authority work, using AACR2, LCSH, DDC 20, and the MARC bibliographic and authority formats. Some authority work will be performed for the Library of Congress' NACO program. Supervises the Special Collections Assistant for Cataloging with Copy. Qualifications: MLS from an ALA-accredited library school; working knowledge of two or more modern European languages, preferably including German and a Romance language; at least two years of professional cataloging experience preferred, preferably with the use of an automated system; familiarity with the MARC books and authority formats; ability to catalog in unfamiliar languages with the aid of a dictionary; broad educational background. Salary range: \$25,500 to \$31,000. Send application and resume, including names of three references to: Judy Lowman, Personnel Librarian, **Northwestern University Library**, Evanston, IL 60208-2300. For full consideration, applications should be received by May 29, 1992. An EEO/AA employer. Employment eligibility verification required upon hire.

REFERENCE LIBRARIAN. Position available July 1, 1992. Primary responsibility: provide general reference services in the social sciences and humanities. Participate in all reference service activities including desk duty (night and weekend rotation), automated reference services (online database searching, assistance with CD-ROM, online catalog, etc.), bibliographic instruction, collection development for reference materials, and preparation of bibliographies, guides, and other handouts. Qualifications required: MLS from an ALA-accredited program; effective interpersonal and communication skills, experience or training in automated reference services, bibliographic instruction, and collection development. Qualifications desired: undergraduate or graduate degree in a social science or humanities field; microcomputer skills, especially troubleshooting. Rank and Salary: Librarian I or II with a \$24,000 minimum. Generous benefits package which includes immediate tuition waiver for self and dependents. Review of applications will begin May 1, 1992. Please forward resume and names, addresses, and telephone numbers of three (3) references to: Melanie Hughes, Administrative Associate, Howard-Tilton Memorial Library, **Tulane University**, New Orleans, LA 70118. Tulane University is an equal opportunity, affirmative action employer.

CATALOG LIBRARIAN, HEAD OF CATALOGING UNIT, Trinity College Library. Organizes, directs, and evaluates the work of the Cataloging Unit, currently 1 professional and 2 paraprofessionals, works with AACR2 and LC classification in OCLC, and in a NOTIS-based automated system, in a CTW Consortium with Wesleyan University and Connecticut College. Performs original cataloging in all applicable MARC format and rare book and special collections cataloging. Organizes database maintenance activities including online authority control. Provides leadership, guidance, instruction, and advanced level work across many sectors of collection description and service. Candidates must have an ALA-accredited MLS; minimum of 5 years experience in OCLC or RLIN cataloging; demonstrated ability to plan workflow and supervise effectively; thorough knowledge of AACR2, LC classification, and several MARC formats; ability to combine accuracy with efficiency; proven interpersonal skills. Preferred: broad liberal arts background; working knowledge of two or more European languages; bibliographical knowledge of additional languages. Salary negotiable dependent upon education and experience; normal starting salary range up to \$32,000. We will begin reviewing applications on April 13, 1992. Send letter of application, resume, and names, addresses, and phone numbers of three professional references to: Stephen Peterson, College Librarian, **Trinity College Library**, Hartford, CT 06106. Trinity College is an affirmative action, equal opportunity employer.

PUBLIC SERVICES LIBRARIAN. The Monmouth College of Illinois seeks an innovative, service-oriented librarian to fill the new position of Public Services

Librarian. Starting date: July 1, 1992. Responsibilities include development of an information literacy program, reorganization of circulation and periodicals functions, and reference. Must be flexible, creative, and possess problem-solving and organizational skills. Evening and weekend work required. Requirements: ALA-MLS; some public services and teaching experience desirable. Commitment to an undergraduate liberal arts college library which recognizes the ethnic pluralism of contemporary society. Salary: \$22,000-\$25,000 for 12 months. Candidates should send a letter of application including their philosophy of public services librarianship, resume, and names of three references to: William B. Julian, Dean of the College, **Monmouth College**, Monmouth, IL 61462. Position open until filled. Will begin reviewing applications on April 20.

SERIALS LIBRARIAN. Linda Hall Library, an independent research library of science and technology, has an opening for a Serials Librarian. The library, a member of ARL and IRLA, is in the initial stages of developing an integrated library system. The serials system will be a major component of the ILS. The Serials Librarian has responsibility for a collection of 39,000 titles and for the overall operation of the Serials Division, which includes federal documents and preservation. This position reports to the Librarian for Processing Services and has a staff of two professional and seven support positions. Minimum qualifications: ALA-accredited Master's degree, five years' experience with serials, administrative and supervisory experience, and ability to work with foreign-language materials. Candidate must have knowledge of a full range of serials activities, including selection and acquisitions, bibliographic and budgetary control, claiming, binding, and use of OCLC. Must also have the ability to respond flexibly to fluctuating workflow and to coordinate a number of diverse activities. Familiarity with the operation of an automated serials control system is desirable. Minimum salary \$28,000. Applications will be reviewed until the position is filled. Please apply in writing, including a resume of education, and relevant experience, and the names and addresses of three references. Send letter of application to: Nancy Day, Librarian for Processing Services, **Linda Hall Library**, 5109 Cherry Street, Kansas City, MO 64110.

ASSISTANT LIBRARY DIRECTOR, Science Engineering Library, Wayne State University. Responsible for supervising assigned areas; reference and database searching; collection development; bibliographic instruction; and assisting the Director in overall operation of the Science and Engineering Library. Master's degree from an ALA-accredited library school. Science background and advanced degree preferred. Salary is based on experience and qualifications. For a full list of duties and qualifications write to: Judith March-Adams, Director of Personnel and Development, 134 Purdy Library, Wayne State University, Detroit, MI 48202. Forward resume to: **Wayne State University**, Attention Posting #313, 100 Antoinette, Room 263, Detroit, MI 48202. Position will remain open until a suitable candidate is found. Wayne State University is an equal opportunity, affirmative action employer.

ASSISTANT SERIALS LIBRARIAN in the Carlson Library. The University of Toledo is a rapidly growing state university with 25,000 students in 8 colleges offering graduate degrees including the doctorate. The library implemented the NOTIS system. Toledo is a dynamic city which provides a wide variety of cultural, educational, and recreational resources. Duties: create and maintain local data records on the OCLC Union List Subsystem, maintain Innovacq computer files relative to periodical subscriptions and standing orders, assist in binding preparation and processing, and other serial-type duties. Qualifications: MLS from an ALA-accredited school and experience using personal computers. Prefer experience with OCLC Union List Subsystem, some technical services background, knowledge of a modern European language. Written, oral, interpersonal communication skills working with faculty, students, staff, and vendors is helpful. Faculty status; tenure-track position; 12-month contract; salary is \$24,000, if qualifications are met. Consideration begins May 31,

1992. Send resume, names, addresses, and phone numbers of three references to: Barbara Shaffer, Chair, Search Committee, Carlson Library, **The University of Toledo**, Toledo, OH 43606. The University of Toledo is an equal opportunity, affirmative action employer.

ARCHIVIST. The American Jewish Historical Society, the United States' oldest national ethnic historical society, seeks an archivist for its library located in Waltham, Mass., on the campus of Brandeis University. The Society's holdings include several hundred archival-manuscript collections, including the records of major national Jewish organizations; almost 2,000 newspaper and periodical titles; and hundreds of paintings, posters, and artifacts. Duties: Primary responsibility for maintenance of rare books, archives, manuscripts, periodicals, and artifacts; will help formulate collection development policies; select materials for accession; prepare reference aids; prepare exhibitions; some reference and cataloging work. Must work closely with other library staff. Must introduce online computer systems to the library. Requirements: ALA-accredited MLS and archivist certification, or significant experience. Computer literacy required. Experience training students and volunteers preferred. Background in American Jewish history preferred, with graduate degree in American Jewish history highly desirable. Reading knowledge of Hebrew and Yiddish desirable. Salary: Commensurate with experience, plus benefits. Starting date: Open (summer 1992 preferred). To apply: Send resumes to: Chair, Archivist Search Committee, **American Jewish Historical Society**, 2 Thornton Road, Waltham, MA 02154. The American Jewish Historical Society is an equal opportunity employer and welcomes applications from all qualified individuals.

COLLECTION DEVELOPMENT MANAGER. (Search Reopened.) Nicholls State University has a challenging position encompassing all aspects of collection management. Responsibilities: Create and coordinate collection development program. Evaluate and build collection in all formats to meet curricular and research needs. Act as head of collection development and acquisitions; direct staff; develop and monitor acquisitions budget and collection development policies and procedures. Required qualifications: ALA-accredited MLS; three to five years progressively responsible collection development experience; budget and planning experience; and understanding of the scholarly use of resources. Desired qualifications: subject master's; familiarity with automated acquisitions programs and online vendor services. Salary: \$28,000 minimum. State of Louisiana Group Benefits. Position open until filled. Send letter of application, resume, and names and phone numbers of three references to: Sharon Goad, Director, Ellender Memorial Library, **Nicholls State University**, Thibodaux, LA 70310. Nicholls State University is an equal education institution, affirmative action employer.

PUBLIC SERVICES LIBRARIAN II/III, Shiffman Medical Library, Wayne State University. Responsibilities include serials control and reference, database searching, assisting in planning and implementing all library instruction programs, faculty liaison in several medical disciplines, and supervision of the serials/bindery operation. Master's degree from an ALA-accredited library school required. Minimum of three years MEDLINE and other database experience preferable. Minimum salary is \$30,000 based on experience and qualifications. Send applications and/or nominations to: Judith March-Adams, Director of Personnel and Development, 134 Purdy Library, **Wayne State University**, Detroit, MI 48202. Position will remain open until filled. Wayne State is an equal opportunity, affirmative action employer.

RESEARCH LIBRARIAN. Serve as member of the central staff of a federally funded project (Office of Special Education Programs, U.S. Department of Education) developed to increase participation of Historically Black Colleges and Universities and "other minority institutions" (i.e., those with 25% or greater minority student enrollment) in competing for research, demonstrations, and development grants in special

education and related fields. Duties include coordinating the work of a congressionally mandated Clearinghouse for reviews of research on minority special education populations, conducting computer searches for project staff and participants, and developing and editing a newsletter describing project goals and activities. The ideal candidate will have an undergraduate degree in special education, education, or the social sciences, hold a graduate degree in library science, possess knowledge of computer search procedures, and have expert familiarity with social science and education databases. Excellent writing skills will also be required. Appointment is on a yearly basis (subject to continued funding from the Office of Special Education Programs, U.S. Department of Education) and is expected to continue to at least December 1994. The starting salary range is \$27,000 to \$30,000 (12-month basis). Review of applications will begin on May 1, 1992, and will extend until the position is filled. Applications including a curriculum vita, names, addresses, and telephone numbers of three references should be forwarded to: Reginald Jones, Distinguished Professor and Director, National Center for Minority Special Education Research and Outreach, Department of Psychology, **Hampton University**, Hampton, VA 23668; Telephone: (804) 727-5301).

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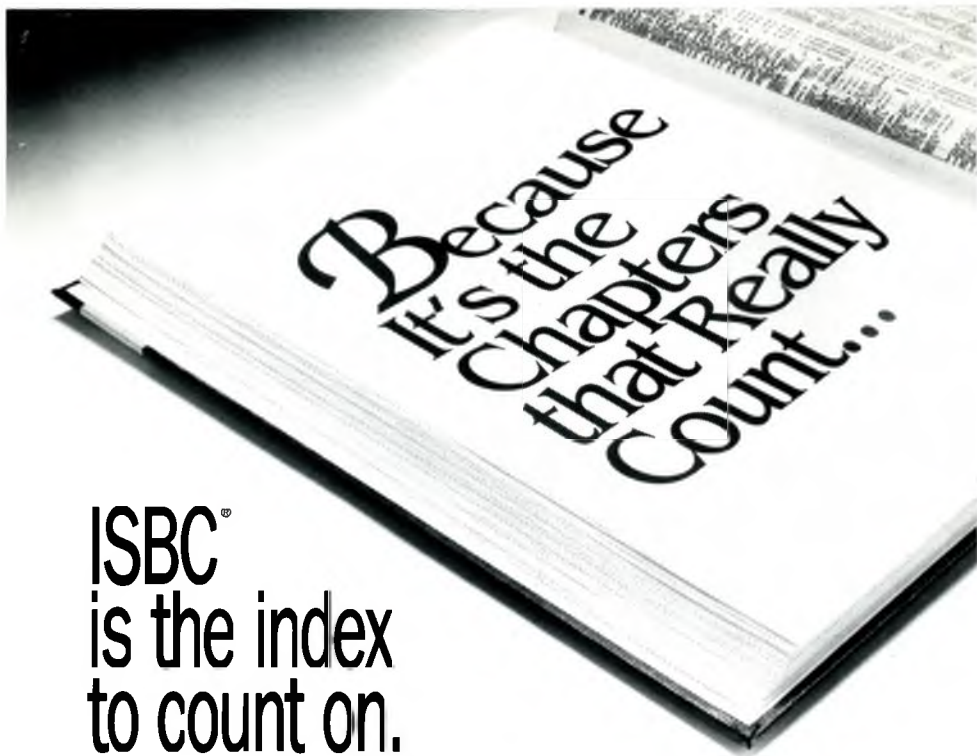
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