

# THE CLASSIFIED ADS

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

**Rates:** Classified advertisements are \$5.25 per line for ACRL members, \$6.60 for others. Late job notices are \$12.60 per line for members, \$14.70 for others. Organizations submitting ads will be charged according to their membership status.

**Telephone:** All telephone orders should be confirmed by a written order mailed to ACRL headquarters as soon as possible. Orders should be accompanied by a typewritten copy of the ad to be used in proofreading. An additional \$15 will be charged for ads taken over the phone (except late job notices or display ads).

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

**JOBLINE:** Call (312) 944-6795 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 \$30 for ACRL members and \$35 for non-members.

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

**Contact:** Classified Advertising Dep't, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611; (312) 944-6780.

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## MATERIALS WANTED

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**SPACE PROBLEMS?** We will buy your surplus serials, technical, scientific and historic materials. Send list for best offer to: Colfax Books, P.O. Box 380542, Denver, CO 80238.

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## POSITIONS OPEN

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**ACCESS SERVICES LIBRARIAN,** Temple University Libraries. Responsibilities: Under the direction of the Head, Access Services Department, oversees the activities and services of the main University library's Current Periodicals, Microforms, and Reserve Collections. Serves as primary contact to faculty and academic departments for services offered in support of instructional and research activities. Provides access and reference service for journal and microforms literature. Coordinates staff activities, including selection, training and evaluation. Fulfills liaison role to other related service areas in the Central Library System. Assists department head with improvement of current services, and planning/implementation of new services or programs. Assumes general departmental responsibilities in the department head's absence. Participates in developing and implementing Library-wide procedures, policies and goals

## Salary guide

Listed below are the minimum starting salary figures recommended by 16 state library associations for professional library posts in these states. Job seekers and employers should consider these recommended minimums, as well as other salary surveys (such as the survey in the October 15, 1988, 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 Services.

<b>Connecticut</b>	\$22,200
<b>Indiana</b>	varies*
<b>Iowa</b>	\$18,792
<b>Kansas</b>	\$17,500*
<b>Louisiana</b>	\$20,000
<b>Maine</b>	varies*
<b>Massachusetts</b>	\$22,000
<b>New Hampshire</b>	\$17,500
<b>New Jersey</b>	\$22,000
<b>New York</b>	varies*
<b>North Carolina</b>	\$20,832
<b>Ohio</b>	\$20,024
<b>Pennsylvania</b>	\$20,000
<b>Rhode Island</b>	\$21,000
<b>Vermont</b>	\$19,000
<b>West Virginia</b>	\$20,000
<b>Wisconsin</b>	\$23,700

\*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.

through service on task forces and committees. Qualifications: MLS degree from an ALA-accredited program. Experience in library access services or related areas, with one-to-years at the professional level preferred. Effective communication skills, both oral and written. Organizational skills, and demonstrated ability to supervise and direct the work of staff, including program conceptualization, planning and implementation. Experience with online library systems, including circulation/reserve modules, and office automation technology highly desirable. Salary: Minimum \$20,000 (for 10-month contract), higher depending on qualifications and experience. Liberal fringe benefits include health, dental, and life insurance; tuition remission; TIAA-CREF. Send letter addressing all qualifications stated above, 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 applications to begin on March 1, 1989, and will continue until position is filled. An AA/EEO employer.

**ARCHIVES ADMINISTRATOR.** Challenging opportunity to plan, supervise and direct the services, programs and staff of the library/manuscript department. Require graduate degree from accredited institution in Library Science or Archival Sciences or Afro-American

History or American History or studies; formal archival training; experience in use of manuscript materials in exhibits. Salary range: \$22,500-\$24,500. Call 1-800-BLK-HIST or write to: **National Afro-American Museum**, P.O. Box 578, Wilberforce, OH 45384. EOE.

**ASSISTANT DIRECTOR OF LIBRARIES**, Collection Development and Management, Libraries of the Claremont Colleges. Provides leadership in defining, building, evaluating and preserving the collections of the Libraries in support of the programs of the five undergraduate Colleges and the Claremont Graduate School for instruction and research. Works closely with senior library staff, faculty members, subject bibliographers and others. Collection size, 1.6 million volumes, staff of 65. Materials budget of \$1.3 million. Qualifications: Broad range of scholarly interests, experienced administrator in collection development and management, effective communicator, knowledge of book trade and trends in collection management. Master's degree from accredited library school or equivalent essential. Additional graduate study desirable. Salary: \$40,000-\$48,000. Apply by April 30, 1989 to: Eleanor Montague, Vice President for Administration, **The Claremont University Center**, Claremont, CA 91711. Include complete statement of qualifications, full resume, statement of two pages or less concerning philosophy of collection management and names and addresses of three references who are knowledgeable about applicant's qualifications for the position. Position available July 1, 1989. Equal opportunity employer.

**ASSISTANT ENGINEERING LIBRARIAN**, Search reopened. Requirements: MLS (ALA-accredited) plus a minimum of 2 years professional experience, preferably in a library supporting technical disciplines. Desired Qualifications: Experience or interest in automated library procedures; computer experience or education; and technological literacy. Database searching experience helpful. Some supervision experience needed. Ability to formulate, administer, and implement user education and public relations programs utilizing various media. Experience in bibliographic instruction. Responsibilities: Shares in management and operational responsibilities. Participates in planning and implementation of new services, procedures, and development of policies. Shares responsibility for training and supervision of support staff; liaison with faculty; reference; database searching; and collection development. Also responsible for supervision of Aviation Technology Library. Makes presentations to university classes and other groups on library services, resources, and facilities. Members of the Library faculty must meet Purdue University requirements (excellence in librarianship; research and publishing; and service) for promotion and tenure. Status and Benefits: Faculty status and responsibilities. Rank commensurate with education and experience. Twelve month appointment with annual vacation of 22 working days. Flexible benefit programs are in effect as are TIAA-CREF retirement and Social Security coverage. Salary: \$22,000 and up depending on qualifications. Deadline: March 15, 1989 or until position is filled. Send resume and list of references to: Thomas L. Haworth, Personnel Officer, Libraries, Stewart Center, **Purdue University**, West Lafayette, IN 47907. An Equal Opportunity, Affirmative Action Employer.

**ASSISTANT HEAD, ACQUISITIONS DEPARTMENT**. Assists in managing department and supervising staff; will evaluate vendor performance and assist in upgrading automated acquisitions system; may be responsible for collection development in specific areas. Qualifications: Master of Library Science from accredited school; knowledge of foreign language required, French or Italian preferred; good organizational and communication skills; experience with OCLC and NOTIS desired. Salary: Minimum \$21,000. Starting date, as soon as possible after March 1, 1989. Send resume to: Peggy Weissert, Library Personnel Officer, Theodore M. Hesburgh Library, **University of Notre Dame**, Notre Dame, IN, 46556 by March 1 for insured consideration. An Affirmative Action, Equal Opportunity Employer.

**ASSISTANT LIBRARIAN, ASSOCIATE LIBRARIAN, OR LIBRARIAN, HEAD, CATALOGING DEPARTMENT**. Under general direction of Associate Dean for Technical Services, primarily responsible for leadership, administration, management of work activities and personnel of Cataloging Department: direct implementation of online catalog as it effects workflow of Department; other duties include assisting in library-wide implementation of NOTIS and serving as member of Technical Services Administrators and Administrative Council. Qualifications: Required: MLS from ALA-accredited library school; demonstrated ability in organizational, managerial, supervi-

sory skills; three years successful library experience in a professional appointment; previous cataloging experience using OCLC or other bibliographic utility in a complex, multi-lingual collection; excellent verbal and written communication skills; ability to relate effectively with other library and university faculty and staff; ability to meet responsibilities and requirements of tenure-track appointment. Preferred: Experience with NOTIS or other integrated online system; experience with microcomputers and their application in cataloging. Salary dependent on qualifications and experience; salary floors are observed: Assistant Librarian: \$21,500; Associate Librarian: \$27,000; Librarian: \$33,000. Conditions and benefits: Librarians hold tenure-track appointments within a system of ranks analogous to and modeled on those of the teaching faculty. They participate in a system of faculty governance which includes the Bloomington Library Faculty Council and the University Library Faculty Council. Within the University they are eligible for election to campus and university Faculty Councils and serve on university committees and task forces. They are eligible for sabbatical and other research leaves. Benefits include Blue Cross/Blue Shield, Major Medical insurance, TIAA/CREF retirement/annuity plan, group life insurance and liberal vacation and sick leave. To apply: A letter of application stating qualifications and background relevant to this specific position accompanied by a resume and the names and addresses of four references should be sent to: The Search and Screen Committee in care of: Marilyn Shaver, Personnel Officer, **Indiana University Libraries**, Main Library C-2, Bloomington, IN 47405. Telephone: (812) 855-3403. Available date: May 1, 1989. Closing date for applications: No earlier than March 15, 1989. EEO/AEE.

**ASSISTANT REFERENCE LIBRARIAN**. Assist in providing general reference services in the social sciences and humanities. Participates in bibliographic instruction, online searching and collection

## NONPRINT MEDIA SERVICES LIBRARIAN

Tenure track faculty appointment to start September 1. Responsible for planning, development, and day-to-day operations of Nonprint Media Services, including collection development; upgrading of hardware; and supervision of microforms, curriculum materials center, services to the handicapped, equipment delivery, and microcomputer lab. The fully automated University Libraries house over 575,000 volumes, 550 microforms, 35,000 nonprint items, and maintain 5,500 current serials subscriptions. MLS required; other advance degree preferred. Experience highly desirable. Salary \$24,000 and up. Send letter of application, resume, and names and addresses of three references by March 1, 1989 to: Eugene T. Neely, Dean, University Libraries, ADELPHI UNIVERSITY Box 704 Garden City NY 11530.

**Adelphi**  
UNIVERSITY

Adelphi University is an EEO/AA Employer M/F

development. Minimum requirements are: MLS degree from an ALA-accredited school; one year's professional experience (preferably in an academic library); bibliographic instruction experience; a working knowledge of one modern European language. Salary \$21,500 minimum, dependent upon experience and qualifications. Excellent fringe benefits. Open March 1989. Send resume by February 28 to: James DeLancey, **Georgetown University** Library, P.O. Box 37445, Washington, DC 20013. G.U. is an Affirmative Action, Equal Opportunity Employer.

**ASSISTANT SYSTEMS LIBRARIAN**, position available July 1, 1989, contingent on funding requested from the legislature. Under the direction of the Systems Librarian. Responsible for coordinating, monitoring and evaluating library microcomputer applications; coordinates and assists in training of library staff in the use of microcomputer software and hardware; participates in automated systems development for the Libraries; assists Systems Librarian in budget preparation, grant writing, and analysis related to online systems. Tenure track position. A progressive record of professional/scholarly achievement is expected of all librarians. Required: ALA-accredited MLS or its equivalent; demonstrated knowledge of microcomputers and their applications in a library environment; familiarity with online circulation system, public access catalog, and/or other component of an automated library system. Preferred: Experience in several library units in an academic or research library; familiarity with Microsoft Word, Lotus 1-2-3, dBase III+, and other microcomputer soft-

ware; experience in production of batch products from an automated library system; knowledge of CD-ROM, expert systems, and/or desktop publishing applications in a library environment. Rank: Librarian 2 or above, dependent on previous relevant experience; faculty status. Salary: \$19,500 or above, commensurate with experience and qualifications. TIAA/CREF, broad insurance programs, 22 days vacation, 12 days sick leave per year. Send letter of application, resume and names of three references to: Maureen Pastine, Director of Libraries, **Washington State University** Libraries, Pullman, WA 99164-5610. Applications must be postmarked not later than March 31, 1989. WSU is an EO/AA educator and employer. Protected group members are encouraged to apply.

**ASSOCIATE LIBRARIAN/CATALOGER**. Small liberal arts college library in lake setting invites applications for position involving variety of professional experiences, including supervision of cataloging processes, oversight of serials and documents, reference, and participation in library management. Must have demonstrated ability in cataloging, OCLC, AACR2, LCC; five years experience including catalog automation preferred. Level of appointment dependent upon qualifications and experience, minimum salary \$21,000, faculty status. Application deadline, March 15, position open July 1. Send letter of application to: Elizabeth Holmes, College Librarian, **St. Andrews Presbyterian College**, DeTamble Library, Laurinburg, NC 28352. SACP is an AA/EEO employer.

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## DIRECTOR OF SERVICES

### Columbia University Libraries

Columbia University is seeking an exceptional Librarian to provide creative leadership in planning and implementing innovative services as the University Libraries enter a challenging period of change. The Libraries are in the process of installing the NOTIS integrated system; are undergoing comprehensive space and programmatic planning; and are planning for innovative methods to deliver instructional and information services to the academic community, both locally and nationally. In addition, the Libraries and Computer Center are jointly planning for the application of computer technologies to enhance and reshape information services at Columbia.

Reporting to the Vice President for Information Services and University Librarian, the Director of Services has primary responsibility for the development and provision of services to members of the academic community in the Humanities, Social Sciences, and Science and Engineering, as well as for system-wide coordination of service activities in the Distinctive Collections. Responsibilities encompass policy development; effective utilization of staff and budgetary resources; and the effective coordination of relevant system-wide activities with senior colleagues. In addition to the three division chiefs reporting to this position, the staff of the Services group includes 33 professionals, 90 supporting staff, and an FTE of 50 student employees. The collections involved contain 2 million volumes.

Qualifications: A minimum of five years of substantial experience in a large academic and/or research library, including responsibility for a major public services area. An MLS from an accredited library school required; a graduate subject degree is desirable. Demonstrated evidence of leadership, managerial, and creative abilities essential. Excellent benefits include tuition exemption for self and family and assistance with university housing. Salary from a minimum of \$55,000.

Submit resume with letter of interest and names of three references to:

**Services Search Committee**  
**Box 35 Butler Library**  
**Columbia University**  
**535 West 114th Street**  
**New York, NY 10027**

The deadline for applications is **March 1, 1989**.

An Affirmative Action, Equal Opportunity Employer.

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**BIBLIOGRAPHIC INSTRUCTION LIBRARIAN AND SERIALS MANAGEMENT LIBRARIAN.** The Michigan Technological University Library is conducting a national search to fill two (2) professional positions (Bibliographic Instruction Librarian and Serials Management Librarian). These positions were authorized in August of 1988 and came about through early retirements. If you are dynamic, challenged by growth and change, want to work with excellently qualified students, motivated to provide services to conscientious faculty, and want to be part of a collegial professional team, you might be the librarians we seek. Minimum salary \$19,000. Screening of applications will begin on March 1, 1989 and continue until successful applicants are identified, starting date July 1, 1989. Send letter of application, resume, and list of three references to: Search Committee, J. Robert Van Pelt Library, **Michigan Technological University**, Houghton, MI 49931. Michigan Technological University is an equal opportunity educational institution, equal opportunity employer.

**BUSINESS REFERENCE LIBRARIAN,** University of North Texas, Denton, Texas. Position Description: The Business Reference Librarian provides reference service to the students, faculty, and other patrons of the collection in the University Libraries primarily in the fields of Management, Accounting, Marketing, Finance, Insurance, Business Law, and Business Computer Information Systems under the direct supervision of the Head of General Reference Services. This position will have primary responsibility for providing collection development in enhancing the collection, bibliographic instruction and database searching in the assigned areas of business. Minimum Qualifications: A position requiring at least five years of professional experience in business reference in an academic or research library; MLS from an ALA-accredited library school, and an undergraduate subject specialty in business or economics. Preference will be given to individuals with advanced degrees in business or economics. Knowledge of database searching techniques. Desirable Qualifications: Knowledge of collection development techniques and resources in the field of business. Familiarity of basic computer applications in libraries and teaching experience is desirable. The University: The University of North Texas has over 24,000 students and one of the largest colleges of business administration in the United States. The College of Business Administration has over 5,600 undergraduates, 150 doctoral candidates, 730 masters candidates, and 110 faculty members. Available: 1 January 1989. Salary: \$35,000 +. Benefits: Competitive benefits package. No state income tax. Applicants should send a resume, copies of all transcripts and the names and addresses of three references before March 17, 1989, to: Margaret E. Galloway, Associate Director of Libraries, **University of North Texas** Libraries, Box 5188 N.T. Station, Denton, TX 76203-5188. University of North Texas is an Equal Opportunity, Affirmative Action Employer.

**CATALOG LIBRARIAN.** Requirements: MLS (ALA-accredited) plus reading knowledge of one or more modern foreign languages. Preferred qualifications: Cataloging experience including working knowledge of authority practices, AACR cataloging rules, LC rule interpretations and MARC formats; broad educational background, with emphasis on the humanities and/or social sciences; reading knowledge of German, Russian, Japanese or Chinese in combination with a Romance language; familiarity with Dewey Decimal classification; experience with OCLC or other bibliographic utility; experience with an online catalog. Responsibilities: Performs original and complex copy cataloging and classification of monographs in all physical formats in assigned subject areas, mainly the humanities and social sciences; establishes AACR2 form of names, assigns LC subject headings and solves authority problems; participates in the development of cataloging policies and procedures. Status and Benefits: Exempt professional appointment with annual vacation of 22 working days. Flexible benefit programs, group life, medical and disability insurance programs are in effect as are TIAA/CREF and Social Security. Salary: \$20,000 and up depending on qualifications. Deadline: March 9, 1989 or until position is filled. Send resume and 3 references to: Thomas L. Haworth, Personnel Officer, **Purdue University** Libraries, Stewart Center-Room 265, West Lafayette, IN 47907. An EEO/AA Employer.

**CATALOG/REFERENCE LIBRARIAN,** Rhode Island School of Design. Responsibilities: Catalog and classify library materials in RLIN (3/4 time); assist with reference service in an art school library (1/4 time). Qualifications: ALA-accredited MLS; undergraduate degree in art history or studio art preferred; reading knowledge of at least one modern European language; three years of library experience, pref-



## DIRECTOR OF LIBRARY SERVICES (Search Extended)

Cheyney University is searching for a Director to take strong leadership initiatives in further developing the library's resources and services to enhance the University's mission of academic excellence.

Reporting directly to the Vice President of Academic Affairs, selected candidate will direct all operations of the library, supervising both faculty professionals and technical staff.

Minimum requirements are an ALA accredited Master's degree; three years of administrative experience and five years of academic library experience with a doctorate preferred. Duties include: maintaining and developing library collections; administering and planning budget; furthering application of automated information technologies; writing policies and procedures and providing services to faculty and students.

Salary range is \$38,789 to \$48,486, plus an excellent benefits package.

Cheyney, the oldest historically black college in the United States, was established in 1837. The University is one of the fourteen in the Pennsylvania State System of Higher Education. Its 275 acre campus is located 18 miles west of the Philadelphia Airport and 15 miles north of Wilmington, DE.

Qualified candidates should submit a letter of application, complete with vita and the names and telephone numbers of three references, postmarked by **March 30, 1989** to: **Human Resources, Library Director Search, CHEYNEY UNIVERSITY, Cheyney, PA 19319.** An Affirmative Action/Equal Opportunity Employer.



erably in technical services; knowledge of online cataloging (RLIN or OCLC) and automated systems. Available July 1, 1989. Salary: \$22,500 minimum, excellent benefits. Send application, resume and three references by April 1, 1989 to: Carol S. Terry, Director of Library Services, **Rhode Island School of Design**, 2 College Street, Providence, RI 02903. EOE

**CATALOGER.** Bowling Green State University, a comprehensive university in N.W. Ohio, seeks a cataloger (due to retirement). Responsibilities include original cataloging and copy cataloging of books, serials, AVs, and other formats, primarily for the BGSU Libraries' Curriculum Resource Center and the main stacks collection. Required: ALA-accredited MLS; knowledge of AACR2, Library of Congress and Dewey classification, LC and Sear's subject headings. Desired: Some cataloging experience including application of the Dewey classification system for curriculum materials; bibliographic knowledge of one or more Western European languages. Salary: Minimum of \$21,000 with excellent fringe benefits. Rank of Assistant Professor. This is a twelve-month, tenure-track position.

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## LIBRARIAN SUNY Plattsburgh

SUNY Plattsburgh's Feinberg Library is seeking an innovative and dynamic person to assume a leadership role in the newly created area of Access Services. Reporting to the Director of Libraries, the Head of Access Services will be responsible for planning, management and supervision of circulation, media services, reserve, interlibrary loan and space and facilities. Will also serve as a liaison to the microcomputer laboratory staff.

Plattsburgh is located on the shore of Lake Champlain, one hour from Montreal, Lake Placid and Burlington, Vermont.

Qualifications: Effective communication, problem-solving and interpersonal skills, and a commitment to creating a responsive and innovative public services environment. ALA-accredited Master's Degree and at least three years of experience in public service in an academic library is required. Supervisory experience in one or more of the areas of responsibility is highly desirable.

We encourage applications from candidates who can serve as role models for women and minority students.

Minimum Salary: \$30,000, twelve-month appointment with faculty rank, excellent fringe benefit package.

Applications received by **March 15, 1989**, will receive first consideration.

Send letter of application, current resume and three current letters of reference to:

**Chair, Search Committee  
Office of Personnel/Affirmative Action  
SUNY Plattsburgh  
Box 1583-100  
Plattsburgh, NY 12901**

SUNY is an equal opportunity, affirmative action employer.

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BGSU librarians enjoy full faculty status and privileges, which include an expectation of research and publication, as well as the opportunity to participate in library and university governance. Review of applications will begin on April 1, 1989, and will continue until the position is filled. Position available June 1, 1989. Send letter of application, resume, and names, addresses, and telephone numbers of three references to: Kathryn Thiede, Personnel Officer, Dean's Office, Jerome Library, **Bowling Green State University**, Bowling Green, OH 43403. BGSU is an AA/EOC employer. Minorities and women are encouraged to apply and to identify themselves for affirmative action purposes.

**CATALOGER FOR SERIALS.** The University of Arizona Library is seeking a librarian to perform original subject and descriptive cataloging for serials, including Arizona State documents, in a number of language and subject areas using AACR2. Library of Congress subject headings, and LC classification as well as some local classification schemes. Additional duties include problem resolution, re-cataloging and reclassification as necessary, and may include the supervision of support staff in copy cataloging. The position reports to the senior serials catalog librarian. Requirements include an ALA-accredited MLS, good communication and interpersonal skills. Preferred qualifications include a working knowledge of a foreign language, experience with serials cataloging, AACR2, the MARC serials format, OCLC or a similar utility, and some supervisory experience. The beginning professional salary is \$20,000; a higher salary can be negotiated depending upon qualifications and experience. Librarians at the University of Arizona have academic professional status, are eligible for continuing status, are voting members of the faculty, and may take up to 24 days professional leave per year. They have 22 days paid vacation, 12 days sick leave, and 10 holidays. A standard package of fringe benefits is available. A letter of application, resume, and names of 3 references should be sent to: W. David Laird, University Librarian, **University of Arizona** Library, P. O. Box C, Tucson, AZ 85721. Applications must be postmarked by March 17, 1989. The University of Arizona is an equal opportunity employer with an affirmative action plan. Women and minorities are urged to apply. In compliance with the Immigration Reform and Control Act of 1986, all persons hired after November 6, 1986, will be required to show proof of their identity and right to work in the United States.

**CATALOGER** original, S.E. Asian materials, Cornell University Library. Immediate opening in the Cataloging Department of Central Tech Services. Duties include original cataloging of monographic materials (including authority work) on S.E. Asia and on East Asia in English and other appropriate languages (e.g., Indonesian, Dutch, German, or French); serving as expert in designated languages and areas of subject expertise; and assisting in the training of colleagues, quality control procedures, and formulation of cataloging policy. Requirements: MLS or equivalent; good reading knowledge of appropriate languages; demonstrated ability to deal with complex problems; good interpersonal skills and professional commitment. Desirable: cataloging experience and knowledge of additional languages. Minimum salary, \$20,000. Applications due March 1, 1989 but accepted until position filled. Send cover letter, resume, and 3 letters of reference to: Ann Dyckman, Director of Personnel, **Cornell University** Library, 201 Olin Library, Ithaca, N.Y. 14853-5301. Cornell University is an equal opportunity/affirmative action employer.

**CATALOGER**, with faculty rank and tenure track. Responsible for original and complex copy cataloging on OCLC according to AACR2; descriptive and subject cataloging using LC classification and subject headings; and appropriate authority work. Will also be involved in implementing the installation of an online integrated library system. ALA-accredited MLS for appointment in the rank of assistant professor. One-two years recent cataloging experience in an academic library required. Salary \$19,500-\$22,500 plus benefits. The University of Mississippi is a comprehensive state supported university with an enrollment of 9,000 students. Ole Miss is located in Oxford, a pleasant community in North Mississippi. The Cataloging Department is located in the John Davis Williams Library. Deadline: March 15, 1989. Contact: Barbara Adams, Chair, Catalog Librarian Search Committee, J. D. Williams Library, **University of Mississippi**, University, MS 38677. AA/EOC Employer.

**DIRECTOR OF COLLECTION MANAGEMENT**, Bowling Green State University. The university libraries of Bowling Green State University seeks an experienced, energetic collection development li-

brarian to serve in a newly created administrative position reporting directly to the Dean of Libraries and Learning Resources. This is a twelve-month, tenure-track appointment. Responsibilities: The person in this position directs the work of acquisitions, serials, government documents processing, two bibliographers, nine support staff, and approximately 20 subject librarians, whose selection responsibilities average 10%-30% of their time; is responsible for defining, building, and maintaining an effective collection development program in support of the university's research and instructional activities; responsibilities include approval plans, gift program, and liaison program with university faculty/academic departments regarding collection development; responsible for determining the placement of material within the various collections; recommends allocations and monitors the materials budget. The person also serves as a senior member of the Libraries and Learning Resources management team, serves on library faculty committees, and participates in faculty governance. Qualifications: ALA-accredited MLS required, Ph.D. desirable; plus at least five years of successful collection development experience in a research library. Evidence of previous record of experience in management, interaction with donors, and promotion of the collection. Evidence of ability to lead, direct, coordinate, and motivate professional associates within a collegial framework. Excellent writing, speaking, and interpersonal skills required. Reading knowledge of at least one foreign language. A record of research, publication, and professional activities sufficient for appointment at the Assistant or Associate Professor level is required. Salary: Negotiable with \$40,000 minimum, dependent upon qualifications and experience. Excellent fringe benefits. Applications: The search committee will begin reviewing applications on April 1, 1989, and will continue to do so until the position is filled. Send letter of application, resume, and the names, addresses, and telephone numbers of three references (including current supervisor) to: Kathryn Thiede, Personnel Officer, Libraries and Learning Resources, Jerome Library, **Bowling Green State University**, Bowling Green, OH 43403. BGSU is an AA/EEOC employer. Minorities and women are encouraged to apply and to identify themselves for affirmative action purposes.

**DIRECTOR OF LIBRARY SERVICES.** Responsible for the supervision of professional and support staff of the University Library in providing services to students, faculty and public. Reports to the Vice President for Academic Affairs and serves as a member of the Council of Deans. ALA-accredited Master's Degree in Library Science, six years of high level administrative experience in academic libraries and experience in implementing automated programs required. Doctorate and evidence of scholarly achievement and/or professional leadership preferred. Salary in low \$60s. Position available July 1, 1989. Send letter of application and resume with names, addresses and telephone numbers of three references to: Stan Blejwas, Chair, Search Committee, c/o Office of the Vice President for Academic Affairs, **Central Connecticut State University**, New Britain, CT 06050-4010 by March 1, 1989. CCSU is an AA/EEO employer. Women, minorities, handicapped, and veterans are encouraged to apply.

**GOVERNMENT PUBLICATIONS LIBRARIAN:** Permanent full-time tenure-track position. Duties: Reference, online searching, bibliographic instruction. Oversees automated systems within the Department, including CARLYLE online catalog records for government publications and conversion of government publication serials records from a manual check-in system to the INNOVACQ system. May have responsibility for one of the non-federal categories of government publications, such as international or local. Shares evening and/or weekend schedule. Required: master's degree from an ALA-accredited program; reference experience in an academic or research library; familiarity with government publications; strong commitment to public service. Desirable: familiarity with current library computer applications, including those relevant to government publications; experience with AACR2 and MARC tagging, supervisory and training experience; second master's degree; Spanish language. Incumbent must comply with the policies of the *Faculty Handbook* including research, publication, and service to the profession and community. Salary dependent upon qualifications, \$20,000 minimum. Submit resume (including names and addresses of three references) by March 15, 1989, to: Rita Critchfield,

## LIBRARIAN

Applications and nominations are invited for the position of College Librarian with a preferred starting date of September 1, 1989. The College Librarian reports to the Provost and Dean of the College.

Marietta College is a liberal arts institution located in Southeastern Ohio. The Dawes Memorial Library maintains a vital collection of approximately 287,000 volumes including rare books, periodicals, manuscripts, and nonbook library materials. The College Librarian is responsible for all long-range library planning including building renovations, the implementation of an integrated library automation system and the overall management of a library. The College Librarian provides strong leadership in establishing priorities and goals for the library and in developing grant requests and fund raising strategies.

Candidates must have an MLS from an ALA-accredited institution and an additional subject Master's or Ph.D. This position carries faculty status and rank. Knowledge and experience in the implementation of new information technologies and at least 5 years' administrative experience in a liberal arts college or university library are essential. Salary range of \$35,000 to \$43,000, depending upon qualifications.

To receive full consideration, applications with resume and the names of 3 references should be sent to:

Professor Laura E. Kinner  
Chair, Search Committee for College Librarian  
Dawes Memorial Library



**Marietta College**

Chartered in 1835

Marietta, OH 45750

Review of applications will begin March 1, 1989.

Marietta College is an affirmative action/equal opportunity employer.

General Library Personnel Office, **University of New Mexico**, Albuquerque, NM 87131. Recruitment will continue until the position is filled. AA/EOE.

**HEAD, ACQUISITIONS DEPARTMENT**, University of Northern Iowa. The University of Northern Iowa seeks a knowledgeable, energetic, and creative individual to provide leadership to the Library's Acquisitions Department. The Department Head is responsible for the management of all monographic and serial ordering, receiving, and binding processes and works closely with other department heads in coordinating activities. The Department includes two other librarians and nine support staff. The materials budget for 1988/89 is approximately \$790,000. The Library is in the process of installing the Innovative Interfaces integrated system. Qualifications: ALA-accredited MLS required; second master's degree or equivalent preferred and required for tenure. A minimum of four years' post-MLS experience in an academic or research library with a minimum of three years in an acquisitions department required. This experience should include supervision of staff and project management. Thorough knowledge of acquisitions practices and procedures, the book trade, and current developments in the field required. Experience with an automated acquisitions system preferred. Well-developed organizational, analytical, supervisory, leadership, and communication skills preferred. The University of Northern Iowa is one of three state-supported universities governed by the Board of Regents. UNI is a comprehensive university composed of six col-

leges enrolling over 11,500 students in broad curricula at undergraduate and graduate levels. The University is located in Cedar Falls/Waterloo, a metropolitan area of approximately 150,000 population. Rank and salary are dependent upon qualifications and experience, with \$32,000 minimum. The University provides an excellent fringe benefits package, including TIAA-CREF and Blue Cross-Blue Shield. Interested candidates should send a letter of application, resume and list of three references (including addresses and telephone numbers) to: Joan Losio, Chair of the Acquisitions Department Head Search Committee, Donald O. Rod Library, **University of Northern Iowa**, Cedar Falls, IA 50613. Applications must be received by March 1, 1989. UNI is an affirmative action/equal opportunity educator and employer.

**HEAD OF PUBLIC SERVICES**. The University of Nevada, Las Vegas invites applications and nominations for the position of Head of Public Services. The successful applicant will coordinate the following public service units: reference, including database search services; nonbook, including audio/visual materials, microforms and photocopy services; documents; library instruction; and circulation/interlibrary loan. Responsibilities include providing dynamic leadership for 10 professionals and 21 support staff; formulating and implementing public services goals, policies and projects; advocating the needs of public services to the Library Director and university administration; working cooperatively with members of the Library Administrative Council and other library staff to strengthen library



## DIRECTOR

### J. Robert Van Pelt Library

Michigan Technological University invites applications and nominations for the position of Library Director. The director reports to the Provost and Vice President for Academic Affairs and, with academic deans, is a member of his Academic Council.

The Library has a staff of 11 librarians, 23 support staff, plus student assistants. Its 715,000 volumes (major emphasis in science and engineering) and \$1.9 million budget support 360 faculty, 6,500 students, programs through the doctorate, and curricula in the sciences, engineering, business administration, forestry and technology. Automated systems include NOTIS and OCLC, as well as online and CD-ROM databases.

Special collections and ongoing services include a U.S. Government Depository collection, extensive map collection, University Archives and local history collections, and the Campus Cultural Affairs Office.

Minimum qualifications for applicants include: An MLS from an ALA-accredited school; evidence of dynamic managerial skills including at least 10 years of successful professional experience, primarily in academic libraries; ability to attract campus support for the Library and to help attract outside funding; understanding of current library technology and commitment to integrating new technologies into library operations.

The Director must be a person who is committed to working in a collegial style and to encouraging staff development. Demonstrated interpersonal and communications skills are essential. A second masters or a doctorate is preferred.

Salary is competitive and expected to be in the \$45,000 to \$73,000 range. Review of applications will begin early in March 1989, and continue until the position is filled. Applicants should send a resume, and the names, addresses, and phone numbers of three professional references. A brief statement of professional objectives and philosophy of academic library service and management would be welcome. Applications and nominations should be sent to:



**David H. Thomas**  
**Chair, Library Director Search Committee**  
**Office of the Provost and**  
**Vice President for Academic Affairs**  
**Michigan Technological University**  
**Houghton, MI 49931**

Michigan Technological University is an equal opportunity educational institution, equal opportunity employer.



services and collections; and promoting new and expanded services to the university community. Reporting to the Director of Libraries, this individual will participate as a team member with the Director, Head of Technical Services, Head of Collection Development and Management, and the Systems and Budget Librarian in providing overall direction for the library system including long-range planning, allocation of resources, budget preparation, and expansion and enhancement of collections and services. Qualifications include a graduate degree from an ALA-accredited program; five years of progressively responsible academic library experience in public services; evidence of excellent communication, effective leadership, and strong analytic and planning skills; experience with personnel (both professional and support staff) and fiscal management; and evidence of participation in university and library organizations. In addition we seek an individual who has served as a strong advocate for public services, who has a record of innovative accomplishments, who has demonstrated ability to work cooperatively with colleagues and clients, and who has an established commitment to the effective use of technology to enhance library services. The position is available June 1, 1989, with an annual salary range of \$39,000-\$43,000 depending on qualifications. Benefits include TIAA/CREF, medical protection, tenure-track 12-month appointment, 24 days of vacation and no state income tax. Send application letter, resume, names, addresses and telephone numbers of three references by March 15, 1989, to: Mary Dale Deacon, Director of Libraries, **University of Nevada, Las Vegas**, Las Vegas, NV 89154. UNLV is an AA/EEO institution.

**HEAD, NON-PRINT SERVICES AND PERIODICALS ROOM** Responsibilities: Supervises Non-print Services, microforms, Film Service and Periodicals Room. Selects, trains and evaluates staff of 6 FTE and 6 FTE in student assistance. Serves as libraries' resource person on non-print and microform equipment and emerging technologies. Develops policies and procedures for collections and services under this position. Works with key staff in Access Services and other divisions on periodicals access issues. Coordinates library services to the visually and physically disabled. May be assigned other duties. Library faculty at SUNYA are expected to fulfill faculty obligations in areas of contributions to the advancement of the profession and university service in addition to specific library assignments. Qualifications: MLS from ALA-accredited library school and appropriate supervisory experience required. Demonstrated experience with management of microform collections and equipment highly desirable. Experience in serials/periodicals management desirable. Candidates with academic library experience may be given preference. Salary: Commensurate with education and experience. Minimum \$22,000. Apply to: Christine M. Travis, Library Personnel Officer, University Libraries-UL 139, **State University of New York at Albany**, 1400 Washington Avenue, Albany, NY 12222. DEADLINE: Letter of application, current resume, names and addresses of three references should be received no later than March 1, 1989. The University at Albany, State University of New York is an equal opportunity, affirmative action employer. Applications from women, minority persons, handicapped persons, special disabled and Vietnam-era veterans are especially welcome.

**LIBRARIAN: SCIENCE REFERENCE.** Eastern New Mexico University in sunny, friendly, affordable Portales, NM, seeks academic librarian for tenure track position (Assistant Professor). MLS required. Second master's required and some competence in the natural sciences preferred. Duties include but not limited to: general reference, online searching and some cataloging. Salary \$22,000 for 12 month contract; generous benefits. Apply by March 15, 1989. Send resume, transcripts and three letters of reference to: Library Search Committee, **Eastern New Mexico University #32**, Portales, NM 88130. ENMU hires only U.S. citizens and aliens lawfully authorized to work in the U.S. and is an AA/EEO.

**LIBRARIAN,** Shepherd College. Library: Applications are invited for the position of Librarian. Shepherd College is a state-supported college in the Shenandoah Valley, 65 miles from Washington, DC, with an enrollment of 4,000 in liberal arts, business administration and teacher education. The Librarian is responsible for the general administration and supervision of the Ruth Scarborough Library and for the delivery of library and audio-visual services to students and faculty. The library has a staff of 14, including 5 professionals. Its holdings are comprised of 290,417 pieces, including 156,509 books and bound periodicals; 900 subscriptions; 38,091 microforms; 33,978 audio-visual resources; and 61,839 federal documents.

Qualifications: Progressively responsible and successful professional experience in college or university libraries and an ALA-accredited Master's degree. A second master's degree in a subject field or Phd is desirable. The successful candidate will have a strong commitment to the traditional scholarly purposes of libraries and to the continued building of a balanced collection of print and non-print materials. Skills in management, a service orientation, and knowledge of current trends in automation will be important considerations. Salary is in middle \$30's with excellent benefits. By February 24 send letter of application, vita, placement file (if available), and three references letters to: John E. Stealey III, Chairman, Library Search Committee, **Shepherd College**, Shepherdstown, WV 25443. Salary commensurate with qualifications and experience. Appointment to be effective July 1, 1989. AA/EEO.

**LIBRARY INSTRUCTION COORDINATOR** Loyola University of Chicago, Cudahy and Lewis Towers Library. Loyola University of Chicago is seeking an energetic, enthusiastic individual to coordinate library orientation and instruction programs on two campuses of the library system. The coordinator is responsible for developing, implementing, evaluating, and marketing instructional programs for all user groups. While current emphasis is on general tours and the freshman English library component, the libraries would like to expand instructional services to upper division and graduate students. The coordinator trains, facilitates, and evaluates the 15-20 librarians and support staff who conduct instruction sessions, and maintains and enhances the instruction facilities, equipment, and supplies.



## SYSTEMS/PLANNING ANALYST

### Brown University Library

Responsible for assisting with the maintenance and development of the Brown University online catalog system (an IBM mainframe system using software from WLN), and for user and staff training, system evaluation and documentation, troubleshooting and problem resolution.

Requirements: 2 years working experience with an integrated online system in a research library; excellent oral, written and interpersonal communications skills; experience with a large bibliographic utility such as RILIN, OCLC or WLN; demonstrated understanding of current and developing technologies which will affect the delivery of information services; demonstrated training skills; knowledge of computer programming. Desired qualifications: an MLS or Computer Science degree; familiarity with the WLN bibliographic utility; knowledge or experience with IBM mainframe system operating CMS or MVS. Appointment range: \$29,900-\$37,400 based upon experience.

To be assured of consideration, please send letter of application, resume and names of three references by **February 28, 1989**, to:



**Geneva Ferrell  
Personnel Office  
Box 1879/MG828  
Brown University  
Providence, RI 02912**

Brown University is an Equal Opportunity, Affirmative Action Employer.





Joint responsibility is held with the department head for reference handouts and with the computer search coordinator for end-user services. As a general member of the Reference Department, this individual also serves on the reference desk at the Cudahy Library, participates in library instruction and database searching, contributes to department policy and procedure formulation, and serves on library committees and task forces. Reports to Head of the Reference Department at Cudahy Library. Qualifications include: ALA-accredited MLS degree; minimum of two years of reference experience, preferably in an academic library; demonstrated one-on-one and classroom teaching skills; ability to work with faculty and librarians to plan instruction; excellent communication and interpersonal skills; knowledge of and interest in the creative use of technology in the delivery of reference services. Preferred qualifications include: knowledge of DIALOG/BRS/Wilsonline searching; experience with teaching NOTIS or another online catalog system; familiarity with computerized or audiovisual instructional packages; participation in graduate level instruction; experience with staff training. Salary \$21,000 + based upon qualifications. Librarians have limited faculty status, are eligible for librarian sabbatical leaves after three years, earn 20 days of vacation, and have a standard package of fringe benefits, including university contributions to TIAA/CREF. The library also supports professional continuing education, research, and service. Applications received by February 28, 1989 will receive first consideration, but applications will continue to be accepted until the position is filled. Qualified applicants should send letter of application, resume, and the names, addresses, and phone numbers of 3 references, to: Ellen J. Waite, University Librarian, Cudahy Library, Loyola University of Chicago, 6525 N. Sheridan Road, Chicago, IL 60626. Loyola University is an affirmative action educator and employer.

**PERIODICALS/DOCUMENTS LIBRARIAN**, Instructor or Assistant Professor. Tenure-track position available August 21, 1989. Kent Library currently subscribes to 2500 periodicals and has been a selective depository since 1916 (currently selecting 54% of federal documents available). Responsibilities: Acquisition, bibliographic control, processing, and binding of periodicals; development of the periodicals collection; maintenance of periodicals holdings in NOTIS online catalog and implementation of online check-in and acquisitions; technical services aspects of federal and state government documents including bibliographic control, collection development, and processing; monitoring periodicals budget and making budget recommendations to the library director; organization, analysis and evaluation of periodicals and documents activities; coordinating in-house Missouri Union List of Serial Publications activities. Some evening and weekend reference duties. Reports to the Coordinator of Technical Services. Qualifications: Instructor: master's degree in library science from an ALA-accredited program required, experience with bibliographic control of periodicals and documents desirable. Assistant Professor: master's degree in library science from an ALA-accredited program, second master's degree in a subject area, and 4 years relevant experience required. Salary: (Minimum for nine months) \$19,000 for Instructor; \$22,000 for Assistant Professor. Summer appointment conditional upon library needs. Application deadline: March 10, 1989. Send letter of application, resume, transcripts, and 3 current letters of reference to: James Zink, Director, Kent Library, Southeast Missouri State University, Cape Girardeau, MO 63701. An equal opportunity, M/F, affirmative action employer.

**PUBLIC SERVICES LIBRARIAN**. Le Moyne College seeks a librarian to share, with four other professionals, the operations of public and technical services. Responsibilities: As Head of Reference, coordinates work of reference staff; oversees operations of Circulation and Media Services Departments; oversees development of specifications and user orientation program for OPAC; provides specialized reference services for faculty and students in English, fine arts, philosophy, and religious studies departments; oversees collection development in assigned subject areas. Requirements: ALA/MLS and an undergraduate degree in English, philosophy, or religion; 4 years experience in a relevant public services position, preferably academic; experience in database searching, bibliographic instruction, and collection development. Preferred additional graduate work in assigned subject areas or in library or information science; knowledge of library automation. Le Moyne College, enrollment

**FDU**

**FAIRLEIGH  
DICKINSON  
UNIVERSITY**

## **ASSISTANT DIRECTOR PUBLIC SERVICES**

FAIRLEIGH DICKINSON UNIVERSITY seeks an Assistant Director of Public Services for its Florham-Madison Campus Library. The Assistant Director serves as Head of Reference and supervises the public service departments of the library, including circulation and periodicals, and assumes supervision of the library in the absence of the Director.

**Requirements:** MLS from an ALA accredited school plus additional Master's degree in academic discipline; four years' experience performing professional reference work including on-line searching and bibliographic instruction; experience managing a library department or functional area, including supervision of staff, good communication skills. Knowledge of one or more foreign languages is desirable.

Salary: \$27,000 to \$33,000.

Send resume and letter of application by April 15, 1989 to: Employment Office, Fairleigh Dickinson University, 285 Madison Ave., Madison, N.J. 07940.

Women and minorities are encouraged to apply.

Tri-campus FDU, New Jersey's largest private university, is an equal opportunity/affirmative action employer M/F

2,000, is a comprehensive, educational, independent institution in the Jesuit tradition. A strong core curriculum, a 14:1 student-faculty ratio, and a firm commitment to a personalized academic climate are important factors in Le Moyne's life. The public services librarian will lead the library in the development and provision of public services to support these traditions. 12-month contract. Expect to appoint as Librarian II, salary range: \$21,900-\$32,410. Appointment at higher rank possible. Submit letter of application, resume, and names, addresses, and phone numbers of 3 references, to: James J. Simonis, Director of the Library, **Le Moyne College**, Syracuse, NY 13214. Committee will start reviewing applications March 6, 1989, and will continue to accept applications until a selection is made. Interviews possible at April ACRL Conference. Starting date: July 1, 1989. An AA, EOE employer.

#### **REFERENCE LIBRARIAN/ENGINEERING BIBLIOGRAPHER.**

Michel Orradre, Library, Santa Clara University. Serves as primary library liaison to School of Engineering and Department of Mathematics. Develops and manages library collections. Coordinates online searching. Provides reference assistance and bibliographic instruction. Required: MLS or equivalent degree from ALA-accredited program and 3-5 years relevant professional experience; academic background or library experience in scientific or technical collection development and/or reference; prior experience with bibliographic instruction and database searching; strong interpersonal and communication skills. Desirable: Second Master's in computer science, engineering, or mathematics; knowledge of modern foreign language, German preferred. Santa Clara is a Jesuit university located 46 miles south of San Francisco in the heart of California's Santa Clara Valley. Initial appointment at either Senior Assistant or Associate Librarian rank, depending upon qualifications. 1988/89 salary range: \$26,286-\$41,633. Apply by March 31, 1989 to: Elizabeth M. Salzer, University Librarian, Michel Orradre Library, **Santa Clara University**, Santa Clara, CA 95053. Santa Clara is an Affirmative Action, Equal Opportunity employer.

**SERIALS CATALOGER.** Under the direction of the head of cataloging, catalogs periodicals, continuations, newspapers, and serial microforms (both new and changed titles); coordinates the retrospective bar coding of the Serials Project; supervises three Librarian Technical Assistants for serials cataloging, physical processing of all library materials, and adds processing). ALA-accredited MLS required. One year of experience in cataloging, project management, supervision, AACR2/LC interpretations, LC classification, LCSH, OCLC, or other bibliographic utility, and an online integrated system preferred. Salary: \$22,000 minimum. South Carolina retirement, TIAA/CREF; Blue Cross/Blue Shield; dental insurance; liberal leave. Send letter of application with the names, addresses, and telephone numbers of 3 references to: Lawrence Wood, Chair, Serials Cataloger Search Committee, R.M. Cooper Library, **Clemson University**, Clemson, SC 29634-3001. Applications received by March 20, 1989, will be given first consideration. Equal employment opportunity, affirmative action employer.

**SERIALS CATALOGING COORDINATOR,** Temple University Libraries. Responsibilities: Reporting to the Head of Bibliographic Services, incumbent coordinates all serials cataloging activities. Responsibilities include provision of original and adaptive bibliographic records for periodicals, continuations, and analytics in a wide range of subjects, languages, and formats; training and supervision of support staff involved in serials pre-cataloging searching, copy cataloging, catalog maintenance, and updating of serials holdings information in the Library's manual and automated bibliographic files; coordination of serials retrospective conversion projects; participation in the formulation and documentation of serials cataloging/series authorities policies and procedures, and assistance in planning of library-wide services via participation in committees and task forces. Qualifications: MLS from ALA-accredited program; three-five years professional serials cataloging experience, preferably in a large academic or research library; knowledge of AACR2, LCSH, LC classification, USMARC formats, and RLIN or equivalent national bibliographic system. Familiarity with online integrated systems highly desirable (Temple University Libraries utilize Geac and have implemented an Online Catalog, Circulation, Acquisitions, and is currently implementing serials control). Knowledge of two foreign languages (German and French preferred). Effective communication, interpersonal, and problem solving skills. Salary: \$23,000-\$27,000 (for 10-month contract), depending on qualifications and experience. Lib-

eral fringe benefits include health, dental, and life insurance; tuition remission; TIAA-CREF. Send letter addressing all qualifications stated above, resume, and names of 3 references to: Sandra Thompson, Chair, Search Committee, c/o Administrative Services Department, Paley Library 017-00, **Temple University**, Philadelphia, PA 19122. Review of applications to begin on March 1, 1989, and will continue until position is filled. An AA/EEO employer.

**SERIALS LIBRARIAN**, Illinois State University. Duties: Works within the Cataloging and Records Maintenance Division of Technical Services as coordinator of serials operations including supervision of support staff, cataloging, and records maintenance of serials publications. Also participates in activities developed to carry out responsibilities of the Division. Reports to the Head, Cataloging and Records Maintenance Division. Attends Library Faculty and Division meetings and participates in divisional, Library, and University affairs. Acts as a serials resource person within the Division. University and Library: Illinois State University is a multi-purpose university with more than 21,000 students, located in the medium-sized urban area of Normal/Bloomington. Academic programs and courses are offered in thirty-three academic departments organized into five colleges with master's degree programs in most fields and doctoral degree programs in art, biological sciences, curriculum and instruction, economics, education, English, history and mathematics. Milner Library is the central library facility for the university community with a staff of 110 including 34 professionals, over 1 million volumes and a materials budget of \$1.4 million. The Library is a member of the CRL and the Library Computer System (LCS), a resource-sharing network of twenty-nine academic institutions in the state of Illinois. Qualifications: ALA-accredited MLS degree. Second advanced degree or certificate of advanced study in library science or another subject discipline required for tenure and appointment or promotion beyond Instructor rank. Required: Minimum of two years of professional experience in technical services; technical knowledge of and experience with computer systems/databases such as OCLC, WLN, RLIN, and/or other specialized automated systems. Experience with serials cataloging and control preferred. Supervisory experience highly desirable. Salary and Rank: \$25,000 minimum, faculty rank (Instructor or Assistant Professor) and eligibility for tenure. Benefits include State Retirement Program, Health and Dental Insurance, and other fringe benefits. Position Available: May 1, 1989. Applications: To assure consideration, send application, resume, and the names of three references before March 31, 1989, (applications will be accepted, however, until the position is filled) to: Fred M. Peterson, University Librarian, Milner Library, Room 311B, **Illinois State University**, Normal, IL 61761. Deadline: March 31, 1989, or until position is filled. Illinois State University is an equal opportunity, affirmative action employer.

**SERIALS LIBRARIAN** (12-month, tenure-track). Holds administrative responsibility for a serials department with 3,200 current subscriptions and three support staff plus students. Trains and supervises staff in serials, maintains serials records and automated serials holding list, supervises bindery preparation. Will implement serials subsystem of South Dakota PALS (a statewide integrated library system). Duties may also include serials cataloging and some reference responsibilities (depending upon qualifications). Requirements include: ALA-accredited MLS, two years academic or research library experience involved with technical services, preferably emphasizing serials, supervisory experience, and demonstrated communication skills. Desirable qualifications include: second master's, experience with online cataloging systems and with cataloging serials and reference service. Minimum salary: \$22,000 with standard benefits. Application deadline: March 15, 1989, or until filled. Send resume and have academic credentials and three recent letters of recommendation sent directly to: Susan L. Richards, Chair, Search Committee, **South Dakota State University** Library, Box 2115, Brookings, SD 57707. An AA/EEO employer. Immigration Reform & Control Act, 1986, eligibility required.

**UNDERGRADUATE LIBRARIAN.** Requirements: MLS (ALA-accredited) plus a minimum of 5 years professional experience in an academic setting; background and experience which includes supervision, bibliographic instruction, and collection development. Desired Qualifications: Creative and energetic commitment to public services and bibliographic instruction. Ability to work effectively with faculty, students, and staff. Oral and written communications skills. Experience with automated library systems. Experience with non-

print collections. Ability to develop a program of service consistent with the mission of a library serving a population of lower division undergraduates. Ability to provide leadership and effect consensus and change. Responsibilities: Reports to Associate Director for Public Services and Collection Development. Responsible for the administration and operation of the Undergraduate Library including an Independent Study Center, Film Library, and Reserve Book service. Coordinates collection development activities. Maintains effective working relationships with faculty, other campus libraries, and appropriate student services programs. Members of library faculty must meet university requirements (excellence in librarianship; research and publishing; and service) for promotion and tenure. Status & Benefits: Faculty status and responsibilities. Rank commensurate with education and experience. 12-month appointment with 22 days vacation per year. Flexible benefit programs with open enrollments annually. Group life, medical and disability programs, TIAA-CREF retirement and Social Security coverage. Salary: \$30,000 and up depending on qualifications. Send resume and list of references to: Thomas L. Haworth, Personnel Officer, Libraries, Stewart Center, **Purdue University**, West Lafayette, IN 47907. Deadline: April 1, 1989, or until position is filled. An Equal Opportunity, Affirmative Action Employer.

**URBAN PLANNING BIBLIOGRAPHER/REFERENCE LIBRARIAN**, Avery Architectural and Fine Arts Library (search reopened).

Reporting directly to the Avery Librarian, primary responsibilities involve the continued development of a research collection in urban planning, housing and real estate development. Duties include overseeing all library activities in the above subject fields, such as acquisitions, in-depth reference, bibliographic instruction and preservation; coordination of these activities with related units in the Columbia University Libraries (business/economics, social science/international affairs and social work libraries); and liaison with the faculty and students of the Division of Urban Planning. The incumbent also provides general reference service in the Avery Architectural and Fine Arts Library and selects and indexes articles in urban planning and real estate journals for the Avery Index to Architectural Periodicals. In addition to an accredited MLS, requirements are: one to three years of relevant professional experience; a strong background in the social sciences with preferential consideration to applicants with an advanced degree; evidence of professional activity and initiative; ability to speak and write effectively; and working knowledge of at least one foreign language. Salary ranges are: Librarian I: \$25,000-\$32,500; Librarian II: \$27,000-\$36,450. Excellent benefits include tuition exemption for self and family and assistance with University housing. Send resume, listing names, addresses and phone numbers of three references, to: Kathleen Wiltshire, Director of Personnel, Box 35 Butler Library, **Columbia University**, 535 West 114th Street, New York, NY, 10027. Deadline for applications is March 1, 1989. An affirmative action, equal opportunity employer.

## LATE JOB LISTINGS

**ASSISTANT REFERENCE LIBRARIANS**, (2) positions beginning 1 July 1989, pending administrative approval. We seek individuals comfortable in a public service role and sufficiently adaptable and mature to fit easily into a strong and congenial organization. ALA-accredited MLS required; subject masters desirable. Familiarity with the OCLC system and online searching preferred. Working schedules include some evening and weekend duty. In addition to providing the entire range of reference service to the faculty and students of a respected undergraduate college, the positions have collateral responsibilities as follows: 1) Entry-level: conduct interlibrary loan operations (OCLC subsystem); pamphlet file maintenance. 2) Advanced (minimum 3 years applicable experience): administration of circulation activities including coordination of circulation with other public service functions. Minimum of salaries: entry-level \$21,000; advanced \$26,000. Competitive benefit package. TIAA/CREF and other retirement options. 22 days vacation, usual holidays. Denison University is a liberal arts college in Central Ohio, 25 miles east of Columbus. Send letters of application with resumes and names of 3 references to: Charles B. Maurer, Director, **Denison University Libraries**, Granville, OH 43023, by 1 April. AA/EOE.

**AUDIOVISUAL LIBRARIAN**. Duties: Manage the resources and services of the Media Center in the University Library; assist faculty and students in the selection and use of audiovisual materials; select software and hardware in the context of the academic program; administer departmental budget; supervise Media Center staff; participate in general reference and collection development assignments as appropriate. Required qualifications are: ALA-accredited MLS degree; knowledge of and experience with audiovisual hardware and services; experience or coursework in media production; good communication skills. Desirable qualifications are: Second master's degree in relevant field; proficiency in modern foreign language; library public service experience. Twelve-month faculty appointment, tenure-track, with rank of Assistant Professor, salary competitive. Position open as of July 1, 1989. Send letter of application, resume, and names of three references with phone numbers to: Barbara J. Brown, University Librarian, **Washington & Lee University**, Lexington, VA 24450. Equal Opportunity Employer. Applications received by February 28, 1989 will receive first consideration.

**CLINICAL NURSING/REFERENCE LIBRARIAN.** Dana Biomedical Library at Dartmouth College/Dartmouth-Hitchcock Medical Center is seeking a librarian primarily to provide information and current awareness services to the nurses at the Dartmouth-Hitchcock Medical Center and to the faculty and students in Mary Hitchcock Memorial Hospital's affiliated baccalaureate, master's, and Ph.D. nursing programs. Other responsibilities include: working closely with the Nursing Department and the Office of Continuing Education in the Health Sciences; selecting books, journals, audiovisual and computer programs in nursing for acquisition; general reference work and online searching; participating in Dana's end user education and training programs; writing articles and serving as editor of the *Dana Nurse Interface* (a monthly newsletter); assisting with budget preparation for nursing services; chairing the Nursing Library Committee; and serving on other campus-wide committees, including the Nursing Research Committee. Librarian will also have opportunity to assist in developing an electronic work station for nurses. Qualifications: master's degree from an accredited library school, an undergraduate degree in the life sciences or nursing, and some experience in an academic health sciences library preferred. Position, however, would suit a recently-qualified librarian or a more experienced reference librarian who would like to gain administrative and supervisory experience. Rank and salary based upon experience and qualifications, with a minimum salary of \$22,700. Liberal fringe benefits, dental and health plan options, and TIAA/CREF. Resume review will begin March 31, 1989. Send letter of application, curriculum vitae, and names of three references to: Phyllis E. Jaynes, Clinical Nursing/Reference Librarian Search Committee, **Dartmouth College** Library, Hanover, NH 03755. Dartmouth College is an Equal Opportunity, Affirmative Action employer.

**COLLECTION DEVELOPMENT LIBRARIAN.** Dana Biomedical Library (DBL), Dartmouth College/Dartmouth-Hitchcock Medical Center (DHMC), the largest medical library in northern New England, seeks qualified candidates for the position of Collection Development Librarian. Under the direction of the director, is responsible for collection management in the medical and life sciences (176,000+ volumes; 3,000+ active serial titles) and a resource budget of more than \$500,000; coordinating selection of print resources; supervising serials processing, stacks maintenance, and preservation activities in special collections; and serving as a liaison between the biomedical library and the technical processing units on campus. The Collection Development Librarian may also participate in reference and online searching (MEDLARS, BRS, DIALOG, RLIN, and various CD-ROM databases). The Library has an online catalog; Dartmouth MEDLINE; and automated serials, acquisitions, and circulation systems. All DBL staff have their own Macintosh microcomputers and access to the Dartmouth LAN. The Medical Center has been awarded an NLM IAIMS Planning Grant, and the Library is a key component in center-wide planning for its information networks. Qualifications: master's degree from an accredited library school, undergraduate degree in the life sciences, and a minimum of three years experience in an academic health sciences library. Strong demonstrated administrative and supervisory ability, mature judgment, and interpersonal and communication skills. Rank and salary based upon qualifications and experience, with a minimum salary of \$25,000. Liberal fringe benefits, dental and health plan options, and TIAA/CREF. Resume review will begin March 31, 1989. Send letter of application, curriculum vitae, and names of three references to: Phyllis E. Jaynes, Collection Development Librarian Search Committee, **Dartmouth College** Library, Hanover, NH 03755. Dartmouth College is an Equal Opportunity, Affirmative Action employer.

**HEAD, ACQUISITIONS DEPARTMENT,** Northeastern University, Boston. Plan, administer, and evaluate policies and procedures for: the acquisition of all non-serial library materials; materials invoice payment and the monitoring

and control of materials funds expenditures; and the operation of the Libraries' preservation and repair facilities. Hire, train, supervise, and evaluate six FTE staff plus student assistants. Serve as liaison with publishers and vendors. Work with Collection Development Officer and selectors in the analysis, development and implementation of collection policies. Participate in Technical Services and Library-wide planning processes and activities including the planning and implementation of an automated library system. Salary: \$30,000 minimum, depending on qualifications and experience. MLS from an ALA-accredited program. At least five years of increasingly responsible experience in acquisitions and related areas in an academic library. Knowledgeable of processes and trends in print and electronic publishing, in the book trade, and in preservation. Experience with library automation and its application to acquisitions processes. Evidence of strong supervisory skills. Strong commitment to staff development. Excellent oral, written, interpersonal, organizational, planning and analytical skills. Experience with preservation, and working knowledge of one or more foreign languages is desirable. Please send letter of application, resume, and the names of three references to: Gene Damon, Associate Dean, **Northeastern University Libraries**, 211 Dodge, 360 Huntington Avenue, Boston, MA 02115. Applications received by February 28, 1989, will receive first consideration. Northeastern University is an Affirmative Action, Equal Opportunity Employer.

**HEAD, DOCUMENTS LIBRARY**, Michigan State University Libraries (Search Extended). Reporting to Head of Social Sciences and Humanities Library, selects and processes collections; develops reference, bibliographic instruction and database services for federal, international, Canadian and Michigan documents; and supervises Documents staff. Works with library staff to enhance accessibility of documents, and with University community to promote use. Participates in full range of activities in Documents Library and coordinates activities and programs with Social Sciences and Humanities Reference and other library units. Required qualifications include a master's degree from an accredited program in library science and at least three years successful professional experience in an academic or research library, including documents and supervisory experience. Demonstrated ability to communicate and work effectively with students, faculty, staff and the public are required. Appointment will be made at Librarian II or Librarian III level, depending upon qualifications; appointment as Librarian III requires a minimum of five years professional experience. Other desirable qualifications include an additional advanced degree, knowledge of one or more major European languages, database experience, teaching experience or other administrative experience. Minimum salary of \$25,000, depending on qualifications. Documents Library is a selective Federal depository library, a depository for United Nations, European Community, OÉCD, Canadian, and Michigan documents, and includes collections from dozens of international agencies. Documents holds over 600,000 print volumes, 800,000 microform pieces and 10,000 current serials, with a staff of 2.5 FTE librarians, 3.5 FTE support staff and 5 FTE student workers. Documents Library shares common service point with Social Sciences and Humanities Reference. Submit a letter of application, a resume, and the names and addresses of three current references to: Eugene Wiemers, Jr., Head, Social Sciences and Humanities Library, Main Library, **Michigan State University Libraries**, East Lansing, MI 48824-1048. Applications received by February 28, 1989, will receive priority consideration. Position will remain open until filled. MSU is an Affirmative Action, Equal Opportunity Institution.

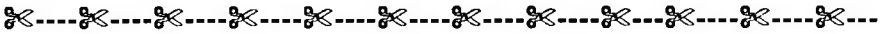
**MUSIC LIBRARIAN**. Supervises and provides readers services in music library, coordinates selection of music books, scores and recordings. Works closely with music department to support course work and research. Required: MLS from an ALA-accredited library school, three years professional experience in a

music library, degree in music and bibliographic knowledge of French and German. Supervisory experience, familiarity with OCLC and an interest in automated library procedures highly desirable. Appointment date: July 1, 1989. Send letter of application, resume, and three letters of recommendation by March 31 to: David L. Paulus, Head Librarian, **Vassar College**, Poughkeepsie, NY 12601. AA/EOE.

**PERIODICAL SERVICES LIBRARIAN.** The Atkins Library of the University of North Carolina at Charlotte seeks an individual who, under the direction of the documents unit head, will be responsible for the supervision and operation of public service activities related to the periodicals collections. ALA-accredited master's degree required. Some library experience in a public service function and/or knowledge of periodical publications preferred. 12-month appointment, tenure-track position, rank commensurate with experience. Minimum salary: \$21,000. State mandated benefits. Send resume and the names of 3 references by March 15 to: Raymond A. Frankle, Director, J. Murrey Atkins Library, **The University of North Carolina at Charlotte**, Charlotte, NC 28223. UNC Charlotte is an equal-opportunity, affirmative-action employer. UNC Charlotte complies fully with the immigration reform and control act of 1986. Women and minorities are encouraged to apply.

**SENIOR CATALOGER.** Appointment date: July 1, 1989. Responsibility for range of duties normally expected of professional catalogers in an academic library with major emphasis on serial cataloging and Library of Congress classification. Required: MLS from an ALA-accredited library school, a minimum of three years of professional cataloging experience. Experience with OCLC cataloging and an interest in automated library procedures highly desirable. Send letter of application, resume and three current letters of reference by March 15, 1989, to: Robert C. Smith, Head Cataloger, **Vassar College**, Poughkeepsie, NY 12601. AA/EOE.

**TECHNICAL SERVICES LIBRARIAN.** Hartwick College has an immediate opening in the technical services department for a cataloger. This is an entry-level position. In addition to general cataloging processes the person in this position will work in a respective conversion project which will have responsibility for name and subject authority work, revision of OCLC input, and supervision of student workers. Requirements for the position: ALA-accredited MLS, knowledge of MARC formats, AACR2, LCSH. Desired qualifications include familiarity with automated systems and experience in an academic library setting. This position carries a 12-month contract, excellent benefits, and a salary range of \$16,000-\$18,000. To apply, send a letter of application and a resume with names, addresses, and phone numbers of 3 references to: Robert Danford, College Librarian, **Hartwick College**, Oneonta, NY 13820. Applications received by March 24 will receive first consideration. An equal opportunity employer.



# Recent CLIPpings

## **CLIP Notes** (College Library Information Packets)

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Designed by ACRL's College Libraries Section to collect data and sample documents from academic libraries, *CLIP Notes* assist academic librarians in establishing or refining services and operations.

### **Collection Development Policies. CLIP Note #11**

*Compiled by Theresa Taborsky.* 1989. 0-8389-7295-0. Forthcoming; inquire for price.

### **Annual Reports for College Libraries. CLIP Note #10**

*Compiled by Kenneth Oberembt.* Contains data-gathering forms, graphics, and selected annual reports. 1988. 135p. 0-8389-7219-5. \$20; ACRL member \$17.

### **Friends of College Libraries. CLIP Note #9**

*Compiled by Ronelle Thompson.* "This is a must for two groups of libraries: those who have Friends groups and those who do not." *Library Journal.* 1987. 134p. 0-8389-7171-7. \$17; ACRL member \$14.

### **Periodicals in College Libraries. CLIP Note #8**

*Compiled by Jamie Webster Hastreiter, Larry Hardesty, David Henderson.* "Recommended for all college and university libraries." *Library Journal.* 1987. 116p. 0-8389-7143-1. \$17; ACRL member \$14.

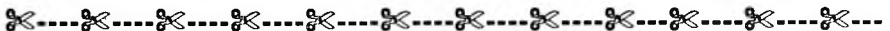
### **Managing Student Workers in College Libraries. CLIP Note #7**

*Compiled by Michael D. Kathman and Jane McGurn Kathman.* "Supervisors looking for help in hiring and managing [student] workers, whether in small or large academic libraries, will find this compilation very useful." *RQ.* 1986. 182p. 0-8389-7097-4. \$17; ACRL member \$14.

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## **Association of College and Research Libraries**

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c/o ALA Publishing Services, Order Department  
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1-800-545-2433; 1-800-545-2444 (in Illinois); 1-800-545-2455 (in Canada)





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**For conference information contact:**

Fifth National Conference  
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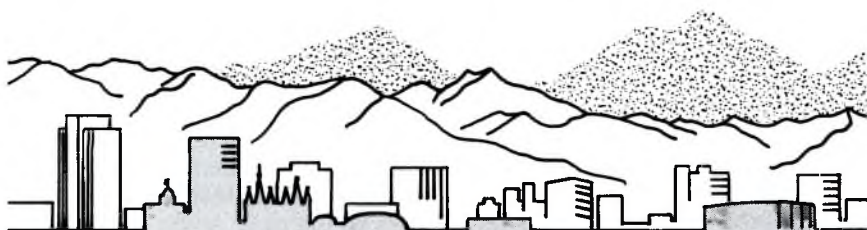




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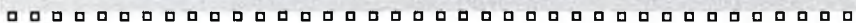
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