

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 \$6.00 per line for ACRL members, \$7.60 for others. Late job notices are \$14.50 per line for members, \$17.00 for others. Organizations submitting ads will be charged according to their membership status.

Telephone: All telephone orders should be confirmed by a written order mailed to ACRL headquarters as soon as possible. Orders should be accompanied by a typewritten copy of the ad to be used in proofreading. An additional \$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.

Contact: Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513.

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.

POSITIONS OPEN

ASSISTANT ARCHIVIST. Work closely with the head of special collections and archives to develop the archives program. Principal responsibilities include planning and managing the rare map collection. Duties include surveying, accessioning, organizing, describing, preserving, and making accessible the collection. Qualifications: Required: ALA-accredited MLS, training or experience in archive administration, excellent written and oral communication skills. Desired: facility and interest in grant-writing, B.A. in geography or closely related field, strongly preferred. Rank and salary: administrative/12-month, \$21,000-\$23,000. State of Louisiana benefits package. Applications will be accepted until the position is filled (pending approval of the university administration). Send letter of application, resume, and names, addresses, and telephone numbers of 3 references to: Carol Mathias, Head of Special Collections and Archives, Ellender Memorial Library, P.O.

Box 2028, Thibodaux, LA 70310. **Nicholls State University** is an equal opportunity, affirmative action employer.

ASSISTANT DIRECTOR FOR EDUCATION AND PUBLIC SERVICES. One of the nation's foremost academic law libraries seeks an experienced manager to coordinate its activities in serving faculty, students, lawyers, and the public. The successful candidate will supervise a large number of professional and support staff and will report to the Director and the Associate Director. Description: Develop, coordinate, and supervise the presentation of the Library's innovative educational programs, including: classes and continuing education programs in the Law School and the Library School; informal research instruction; and publications such as research guides and bibliographies. Supervise (either directly or indirectly) all Public Services staff. Participate with other members of the Library's senior management team in developing policy and implementing long-range plans. Qualifications: Minimum 3 years of demonstrably successful managerial experience in a research library and excellent skill at writing under time pressure. Preferred educational credentials: MLS combined with JD, MBA, or other graduate degree. Compensation: Highly competitive. Other positions available: Head of Circulation; Acquisitions/Serials librarian. Contact: Roy M. Mersky, Tarlton Law Library, **University of Texas School of Law**, 727 E. 26th Street, Austin, TX 78705. (512) 471-7735.

ASSISTANT LAW LIBRARIAN FOR PUBLIC SERVICES. University of New Mexico Law School Library. Oversees circulation and reference operations and supervises 7.0 FTE. Will join the management team of three faculty law librarians. Required: Strong service orientation, substantial management and supervisory experience preferably in a law library, competence in legal research and CALR. Academic faculty, tenure-track position. Minimum salary: \$30,000 for 12 months. Salary commensurate with qualifications and experience. Apply by July 15, 1991, with cover letter, resume, reference information, and academic transcripts to: Lorraine E. Lester, Deputy Director, **University of New Mexico School of Law Library**, 1117 Stanford NE, Albuquerque, NM 87131-1441. UNM is an EO/AA institution.

ASSISTANT REFERENCE LIBRARIAN/INSTRUCTOR-INTERN, South Dakota State University (10-month, term appointment, renewable up to four years). Performs general reference services; shares responsibility for bibliographic instruction and database searching; provides services to off-campus affiliates, assists in ILL verification and reference collection development. This position is designed for a recent library school graduate who wishes to gain academic library experience while pursuing a second master's degree. Required: ALA-accredited MLS (earned by the appointment date); effective communication and interpersonal relations skills and broad reference skills; graduate coursework in advanced reference topics; graduate coursework and/or experience with bibliographic computer database searching. Minimum salary \$19,000, with standard benefits. Application deadline: June 8, 1991, or until filled. Tentative starting date: September 1, 1991 (negotiable). Send resume, which addresses specific job qualifications, and have transcripts and three recent letters of recommendation (which describe applicant's job-related qualifications) sent directly to: Clark Hallman, Reference Search Committee, **South Dakota State University Library**, Box 2115, Brookings, SD 57007-1098. An AA/EEO employer.

CATALOG LIBRARIAN. Technical Services Division. (Two Positions). Reports to Principal Catalog Librarian and serves as one of five Catalog Librarians in the Bibliographic Control Unit. Responsible for cataloging library materials. Verifies bibliographic changes and original cataloging being entered in WLN database. Reviews work performed by support staff. 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 this membership. Librarians are ranked in grades of 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. Washington State University is a land-grant institution with an enrollment at four campuses of over 17,000. The WSU Libraries is a member of the Association of Research Libraries, and the Western Library Network. Located in Pullman, Washington (pop. 25,000), the main

campus of WSU is situated in the rolling hills of Eastern Washington in proximity to numerous recreational and outdoor activity centers. Required: ALA-accredited MLS or its foreign equivalent; knowledge of AACR2, LCSH, MARC tags, and other cataloging tools; expertise in use of bibliographic utilities, preferably WL.N. Preferred: Experience in an academic or research library; working knowledge of at least one foreign language; familiarity with a variety of formats; demonstrated verbal and written communications skills. Salary: From \$22,000; commensurate with qualifications and experience. Rank: Librarian 2; faculty status. Benefits: TIAA/CREF, broad insurance program, 22 days vacation, 12 days/year sick leave. Application procedures: 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 June 28, 1991. 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.

COORDINATOR OF LIBRARY COMPUTING APPLICATIONS.

Reports to: Assistant University Librarian for Technical Services and Library Computing. Job summary: Lead role in the planning, development, and coordination of computer systems applications in the Northwestern University Library and the use of NOTIS in other libraries which use NU computer facilities. Important member of team composed of staff of the Information Systems Development Office, the Library Administration, department heads, and other Library and University staff who plan, develop, and implement systems policies, procedures, and documentation. Develops and conducts NOTIS orientation for new staff and organizes and presents other training programs as new or revised applications are implemented. Qualifications: MLS from an ALA-accredited library school. At least three years of increasingly responsible research library experience which demonstrates a thorough understanding of technical and public service issues. Practical experience with library computer applications, particularly the MARC format, is essential. Experience using NOTIS strongly preferred. Excellent interpersonal skills, ability to communicate effectively orally and in writing, and to work in a flexible changing environment. Salary: \$32,000 minimum. For consideration, send letter of application with the names and addresses of three references to: Rachel D. Blegen, Personnel Manager, **Northwestern University Library**, 1935 Sheridan Road, Evanston, IL 60208-2300, by July 31, 1991. Northwestern University is an equal opportunity, affirmative action employer. Employment verification required upon hire.

DIRECTOR OF THE LIBRARY. St. Francis Seminary of the Roman Catholic Archdiocese of Milwaukee invites applications for the position of Director of the Salzmann Library. The library has a collection of 65,000 volumes and subscribes to over 365 periodicals. St. Francis Seminary is a graduate institution which offers M.Div. and M.A. degrees in preparation for ordained and lay ministries in the church. Responsibilities: Overall administration of the seminary library materials, personnel management, and budgeting. Qualifications: A master's degree in library science from an ALA-accredited institution; 4 years experience or equivalent and administrative experience. Theological background is preferred. The director is responsible for the cataloging of 1,500-2,000 books/items per year. Competence in the use of LC classification and OCLC terminals and knowledge in information technology is essential. Position available July 1, 1991. Please send letter of application, resume, and three letters of reference to: Human Resource Department, Central Office Personnel, **Archdiocese of Milwaukee**, 3501 S. Lake Drive, P.O. Box 07912, Milwaukee, WI 53207-0912.

ETHNIC SERVICES LIBRARIAN, reference librarian, member of the faculty. Responsibilities: Faculty librarians provide general and subject reference services including bibliographic instruction, liaison with curriculum programs, online searching, and share management of the general and reference collections. Outreach to people of color on campus is an important part of this position, and requires of candidates a personality, temperament, and commitment to work effectively with ethnic cultural experience. The position helps to develop a meaningful library collection which addresses the needs and interests of a variety of ethnic groups. The library has a commitment to serving Native Americans, African-

Americans, Hispanics, Asian-Americans, and other people of color. Six FTE reference librarians share in an active service program with emphasis on library and information instruction. Librarians also rotate periodically into teaching positions in the general faculty which requires of them subject expertise beyond librarianship. The Library has over 240,000 volumes, is a member of the Western Library Network (WLN), and uses a variety of electronic and traditional information services in providing service. Qualifications: A graduate degree in library or information science from an ALA-accredited school (or a foreign equivalent) is required. Preference will be given candidates with substantial library or community experience involving culturally diverse groups. Nine-month faculty appointment; partial summer employment possible. Salary determined by faculty scale, e.g., 9 years' experience with master's degree generates \$31,514 for 9 months. Application: A written, video, or audio essay is required of each applicant stating her or his views of and direct experiences with service to ethnic groups, with some reference to libraries and liberal arts education. Also required are: a letter of application, a resume, and three current

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	\$27,000
Delaware	\$22,500+
Indiana	varies*
Iowa	\$20,580
Kansas	\$17,500*
Louisiana	\$20,000
Maine	varies*
Massachusetts	\$27,554*
New Hampshire	\$17,500
New Jersey	\$24,200
New York	varies*
North Carolina	\$20,832+
Ohio	\$20,024
Pennsylvania	\$23,700*
Rhode Island	\$23,750
South Carolina	varies*
South Dakota	\$20,000
Vermont	\$21,500
West Virginia	\$20,000
Wisconsin	\$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.

+Salary minimums for public librarians only.

USER EDUCATION PROGRAM COORDINATOR

George Washington University

Appointment Salary Minimum: \$30,000.

Library assignment: Information Services Division.

Position description: As Program Coordinator for User Education: Plans, coordinates and evaluates the user education program for Gelman Library, including ongoing assessment of mission goals and objectives for the program in consultation with other librarians, establishing programmatic priorities, identifying appropriate modalities for delivery, defining budget and human resource requirements, assessing performance of individual subject specialists participating in the program as well as overall effectiveness of the program. Assumes leadership role in professional involvement in information literacy and user education. Serves as a resource person and provides training for subject specialists on instructional methods and initiatives for their assigned academic departments and programs. Serves as Chair of the Instructional Materials Review Board which coordinates development of instructional materials, and serves on other library committees.

As supervisor of Reference Desk and Information Desk Services: Provides administrative support to respective coordinators for these services, and serves as a channel for policy issues to upper administration. Guides operation of these service desks as components of overall user education program. Participates as appropriate in offering reference and online services.

As a subject specialist: Serves as liaison to selected academic departments, assumes collection management responsibilities for assigned subjects, and ensures service needs are met.

Qualifications required: MLS from an ALA-accredited program. Ability to work effectively with the public and co-workers. Extensive experience in academic library user education, reference and information services. Demonstrated leadership skills in working with professional staff. **Qualifications Preferred:** Subject background in education; knowledge of learning theory and applications for adult learning; experience in media design and production, writing and editing skills, and experience or coursework in online or CD-ROM database searching.

Position Available: Fall 1991

Deadline for application: For full consideration, please respond by **July 15, 1991**. The search will remain open until the position is filled. Please send current resume and names, addresses and telephone numbers of three references to:

**Andrea Stewart
Executive Associate
The Melvin Gelman Library
The George Washington University
2130 H Street, NW-Room 201
Washington, DC 20052**

The George Washington University is an equal opportunity/affirmative action employer which actively seeks and encourages applications from minority candidates.

letters of recommendation. All materials should be sent to: Faculty Hiring Coordinator, The Evergreen State College, Olympia, WA 98505, for telephone inquiries call (206) 866-6000. A representative of the library will be at the Placement Center during the national ALA conference in Atlanta, June 29-July 2, 1991. Review begins on October 15, 1991. Applications will be accepted until the position is filled.

HEAD, ACQUISITIONS DEPARTMENT. Duties: Under the general direction of the Director of Technical Services, responsible for the planning, directing, and evaluating the monograph acquisitions

department which includes: preorder bibliographic searching and verification on OCLC, RLIN, and in manual sources; vendor selection; monitoring expenditures; order, claim, and receipt of firm orders, approvals, monographic standing orders and gifts; and mail services. Has responsibility for supervising eight full-time staff plus student assistants. Works closely with the coordinator of Collection Development. Coordinates NOTIS acquisitions module. Maintains current awareness of publishing and pricing trends. Communicates effectively with publishers and vendors. This position is governed by the University's policies for research and professional service as outlined by the Faculty Handbook. Qualifications: Re-

ASSISTANT DIRECTOR FOR HUMANITIES AND HISTORY

Columbia University Libraries

We seek an experienced librarian with imagination and vision to direct public services and collection management for research and instructional programs in the Humanities and History. Major responsibilities in the next several years will focus on the \$50-million renovation of Butler Library and the creation of an undergraduate library within the building, a \$4-million expansion of the storage library, and communication with faculty and students regarding changes brought about by new programs, electronic information services, automation, and renovation.

The Division is responsible for collection building, organization, and preservation, and reference and access services in support of research and instruction for the humanities and history departments of Arts and Sciences, the School of the Arts, Columbia College, the School of General Studies, and University faculty and students in related fields. The Assistant Director administers a staff of 105 FTE, including 17 librarians, in three libraries (the central library, Butler; the Music Library; and the storage library) and a resources budget of \$1.7 million. The Assistant Director reports to the Director of Academic Information Services. S/he is a member of the Academic Information Services Council, the University Librarian's Management Council, and key steering committees concerned with the extension of automation and electronic information services and the complete renovation of Butler Library which will begin in mid-1992.

The successful candidate will be able to provide leadership in meeting faculty and student needs for research and instruction through the continuing development and preservation of outstanding collections; the strengthening of reference services and the ongoing development of electronic information services; the furthering of service improvements with the NOTIS-based automation system; and the maintenance of effective links with faculty and academic programs. The Assistant Director is expected to plan and further the development of innovative service programs for the Division and to take an active role in national efforts to improve access to humanities and history information.

Requirements include demonstrated evidence of imagination, leadership, and managerial skills; keen understanding of the process of scholarly communication and of the complexities of a major research library; organizational talents for leading staff and planning and implementing services; superior interpersonal and communications skills; an accredited MLS or equivalent experience; relevant experience in a library serving a complex academic or research institution; experience with automated and online information systems; and active participation in the profession.

Salary ranges (which will increase 7/1/91) are currently: Librarian II: \$38,000-\$51,300; Librarian III: \$41,000-\$59,450; Librarian IV: \$45,000-\$63,000. Appointment at Librarian IV is reserved for individuals demonstrating exceptional experience and achievement. Excellent benefits, including assistance with University housing and tuition exemption for self and family.

Send resume, listing names, addresses, and phone numbers of 3 references, to:

Kathleen M. Wiltshire
Director of Personnel
Box 35 Butler Library
535 West 114th Street
New York, NY 10027

Please specify title of this position in application cover letter. Deadline for applications is **July 8, 1991**. Early application is encouraged to allow the possibility for some preliminary interviews at the ALA Conference in Atlanta, GA.

An affirmative action, equal opportunity employer.

ASSISTANT UNIVERSITY LIBRARIAN FOR COLLECTIONS

The University of California, Irvine is seeking qualified candidates for this senior administrative position. Reports to the University Librarian and is responsible for the administration and coordination of librarywide operations related to the development and management of collections in all UCI libraries.

The University of California, Irvine, is located in Orange County, 40 miles south of Los Angeles and 5 miles from the Pacific Ocean. The present enrollment is 16,000 students with a faculty of 700 including the Medical School. Ethnic minority students comprise about 46% of the student body. The University offers 30 doctoral programs in addition to the MD. Current projections for future growth envision a campus of over 25,000 students by the year 2005. This period of significant development offers librarians a dynamic and challenging professional environment.

PRIMARY RESPONSIBILITIES: Provide dynamic leadership and coordination in the development, management and evaluation of the Library's collections in all material formats to support University research, teaching, clinical programs and cultural diversity; prepare, allocate and monitor library materials budget of \$3.5 million; oversee collection development activities and faculty liaison of about 20 bibliographers throughout the Library; provide strong and creative leadership in the application of new collection management technologies, in the Library's participation in collaborative collection development, and in the promotion of UCI's collection development program on local to national basis; work with University Librarian and other AULs in planning, budgeting, fundraising, and policy formulation.

QUALIFICATIONS: An ALA-accredited MLS degree or equivalent; 5+ years experience in developing research library collections in an academic environment; managerial background in an academic or research library; collaborative work experience and ability to train/supervise bibliographers; budget development and book fund allocation experience; familiarity with automated library systems and national bibliographic utilities, particularly OCLC; knowledge of current collection management, resource sharing and preservation issues and trends, developments and practices of domestic/foreign book and publishing trade; understanding of research and curriculum needs in full range of established and emerging disciplines and of the need for culturally diverse library collections; record of publication and professional involvement; excellent communication and public relations skills and the ability to work effectively and cooperatively with a culturally diverse university community; another advanced degree, knowledge of a foreign language and experience in securing funding desirable.

Appointment will be at Assistant University Librarian rank with a salary range of \$48,400-\$76,900 commensurate with qualifications and experience; generous benefits package equal to approximately 40% of the salary; excellent retirement system. Screening of applications will begin August 1, 1991 and will continue until the position is filled.

To apply, send application letter with: 1) a complete statement of qualifications; 2) current resume; and 3) names, addresses, and telephone numbers of three references to: **Shirley Leung, Personnel Office, Main Library, UC Irvine, P.O. Box 19557, Dept. CRLN, Irvine, CA 92713. Telephone: (714)856-7115; FAX (714)725-2472. UCI IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER ACTIVELY SEEKING WOMEN AND MINORITY APPLICANTS.**

UCI

RESEARCH INFORMATION SPECIALIST

Amgen is a dynamic and rapidly growing organization developing and marketing innovative products for human health care through applied biotechnology. As a result of our continued growth, we have an immediate opportunity for a Research Information Specialist in our Information Services Group.

Responsibilities of this position include extensive searching of the scientific literature, general reference services, assisting with end-user instruction, and working with product development teams. Candidates must have a MLS with a background in the Life Sciences or Chemistry and a minimum of two years' experience working in a research or pharmaceutical library. Previous experience searching scientific databases, preferably DIALOG and STN, is essential. Experience with microcomputers and database management is required. Familiarity with library automation systems is highly desirable.

Amgen offers an excellent compensation and benefits package as well as the unique opportunity to make significant contributions for a growing library function. Qualified candidates who would like to be a part of a company that places a high priority on its human resources should send a resume, in confidence, to:

AMGEN, INC.
Recruitment Dept. #582
Amgen Center
Thousand Oaks
CA 91320-1789

Equal
Opportunity
Employer

AMGEN

quired: MLS from ALA-accredited library school; four years technical services experience in an academic library or equivalent related experience (book trade, special library); two years acquisitions experience; two or more years supervisory responsibility; two or more years professional experience; familiarity with domestic and foreign book trades; evidence of scholarly publication. Desirable: Familiarity with bibliographic utilities; automated acquisitions experience, preferably NOTIS; reading knowledge of one or more modern European languages; demonstrated leadership ability; strong interpersonal and communications skills; second master's degree and/or additional post-graduate work. Screening date: July 15, 1991. Search will remain open until filled. Salary: \$33,000 (minimum). Benefits: TIAA/CREF; State Retirement System; comprehensive medical protection; 21 days vacation; 12 days sick leave; 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, and circulation functions of the NOTIS system. Employment: Librarians have faculty status, privileges, responsibilities, rank of assistant professor or above, and are eligible for tenure. Application: Send letter of application with resume, a list of publications, and the names of three references including one current supervisor to: Donald C. Hudson, 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.

HEAD, CATALOGING DEPARTMENT. Responsible for the daily operation of the cataloging department, including examination and documentation of policies and procedures. Sets priorities and establishes workflow. Supervises copy cataloging, database maintenance, recon project, and performs original cataloging. Coordinates procedures relating to other departments. The department is responsible for cataloging monographs, serials, music, and selected government documents. The department head supervises 3 paraprofessionals and student workers, and reports to the director of the library. Qualifications: ALA-accredited MLS, knowledge of and experience with AACR2, LCSH, LC classification, and OCLC. Three to four years progressive responsible supervisory and cataloging experience. Demonstrated communication and training skills. Twelve-month, tenure-track position. Send letter of application and resume, with the names, addresses, and telephone numbers of three references by June 21, 1991, to: Personnel Office, **Westfield State College**, Westfield, MA 01086. An affirmative action, equal opportunity employer.

HEAD, COLLECTION DEVELOPMENT. Duties: Under the general direction of the Director of Technical Services, the Head of Collection Development is responsible for the collection development policies and programs. Specific responsibilities include coordinating selection and deselection, reviewing collections, advising the Dean on allocation of the materials budget and monitoring expenditures, coordinating collection librarians and supervising student assistants; conducting collection evaluation and development programs in conjunction with institutional, regional, and national collection objectives, and serving as a liaison with approval vendors concerning profile, cost, publisher, bibliographic, and management information. This position is governed by the University's policies for research or creative achievement and professional service as outlined by the Faculty Handbook. Qualifications: Required: MLS from an ALA-accredited library school; four years experience in an academic research library, including substantive collection development responsibilities; two or more years supervisory responsibility; demonstrated oral and written communications skills; second master's degree in a subject field; evidence of scholarly publication. Desirable: Familiarity with automated systems; acquisitions experience; reading knowledge of one or more modern European languages; demonstrated leadership ability. First screening date: July 15, 1991. Available: October 1, 1991. Salary: \$33,000 (minimum). Benefits: TIAA/CREF; State Retirement System; comprehensive medical protection; 21 days vacation; 12 days sick leave; University holidays. University Libraries: A member of the Research Librar-

UNIVERSITY LIBRARIAN

University of California at Berkeley

The University of California at Berkeley invites applications and nominations for the position of University Librarian. The University Librarian is responsible for the Doe Memorial Library, the Bancroft Library, the East Asian Library, the Moffitt Undergraduate Library, and more than 20 other branch libraries on the Berkeley campus.

The Library: Library facilities on the Berkeley campus include those listed above (that is, units under the jurisdiction of the University Librarian, and known collectively as The Library), as well as some fifteen Affiliated Libraries (for example, the Law School, the Institute of Transportation Studies), and many departmental collections related to individual disciplines. A major new addition to the Main Library is under development.

The Library staff includes 125 academic librarians and 350 career support staff as well as over 700 part-time student employees.

Responsibilities: Management of the Library; leadership and innovation in its programs; excellence in library services; faculty relation; accountability for a budget of nearly \$30,000,000; planning and evaluation; public relations and fund development. The University Librarian reports to the Vice Chancellor of the Berkeley campus and represents the Berkeley campus on UC systemwide library management and advisory groups. The Librarian is advised by the Academic Senate.

Qualifications: Significant achievement in areas relevant to the administration of a major research library; a demonstrably strong commitment to excellence in scholarship and research; knowledge of collection development, public and technical services, and library technology; the ability to conceive and articulate a vision for the future of library resources and services. The successful candidate will have a firm grasp of current issues in higher education and the ability to forge effective links with faculty and academic programs. The successful candidate will have the necessary skills to lead the Library in developing innovative, technologically advanced programs and services.

Minimum preparation will include an appropriate higher degree (either an MLS from an ALA-accredited library school or a Ph.D.) or equivalent experience; additional educational attainment and/or substantial research experience in librarianship or another discipline; demonstrated skills in planning and budgeting; an interest in overseeing The Library's development program; and the ability to work productively with library staff, faculty, and administration.

The Library at Berkeley is committed to the support and encouragement of a multicultural environment and seeks candidates who can make positive contributions in a context of ethnic and cultural diversity.

Salary will commensurate with qualifications and experience. Candidates should apply in writing, including with their letter a complete statement of qualifications, a full resume of their education and relevant experience, and the names and addresses of three references. Closing date: **July 19, 1991**.

Send nominations and resumes to:

**Screening Committee, University Librarian
Attn: Betty Briggs-Marshall
Personnel Office
2539 Channing Way
Job Number 04110-11
University of California
Berkeley, CA 94720**

The University of California is an affirmative action employer.

HEAD OF REFERENCE SERVICES



Manages all functions of a highly automated Reference Services Unit consisting of nine librarians and four support personnel. Duties include direct supervision of eight librarians, and management of budgets, planning, scheduling, and the promotion of reference services as well as a large library instruction program. Reports to the Assistant Dean for Public Services. Minimum Qualifications: MLS from an ALA-accredited program or equivalent; reference experience, particularly with automated references sources; effective oral and written communication skills; supervisory skills. Preferred qualifications: Knowledge of automated systems; second master's degree; supervisory experience. Salary: Negotiable; \$35,000 minimum. The position is for a 12-month appointment with 24 days vacation and excellent fringe benefits. Possible tenure-track appointment with faculty rank and status depending on credentials.

Ball State University, located in Muncie, Indiana, is a comprehensive regional university of about 1,000 faculty and 10,000 students. The University Libraries consist of a main collection, two branches, and a large, active media collection. The library systems has a NOTIS online public catalog and it provides computerized database searching, including fourteen CD-ROM databases.

Application: Send (1) letter of application, (2) resume, (3) graduate transcripts (unofficial copies acceptable), and (4) a list of three references, including current supervisor and all addresses and telephone numbers to:

C. William Barnett
Director of Library Business Services
University Libraries
Ball State University
Muncie, IN 47306

Consideration of credentials will begin immediately and will continue until the position is filled.

Ball State University is an equal opportunity, affirmative action employer and is strongly and actively committed to diversity within its community.

ies 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, and circulation functions of the NOTIS system. Employment: Librarians have faculty status, privileges, responsibilities, rank of assistant professor or above, and are eligible for tenure. Application: Send letter of application with resume, a list of publications and the names of three references including one current supervisor to: Donald C. Hudson, 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.

HEAD OF LIBRARY ACCESS SYSTEMS. The Indiana Historical Society is accepting applications for the position of head of library access systems. The Society, founded in 1830 and located in Indianapolis, is a well-endowed private, nonprofit corporation. The Society's library, the William Henry Smith Memorial Library, is a repository of documentary and visual materials that relate to the history of Indiana and the Old Northwest. The head of library access systems is responsible for the implementation of processes that provide access to and control over all library materials. Duties include: definition and coordination of cataloging and classification policies/procedures for all library collections; supervision of OCLC operations including liaison work with OCLC, INCOLSA,

and other networks; supervision of departmental staff; assuming a leadership role in the library for all matters involving computer automation; and providing reference service. Position reports to the director of the library. Complete position description available upon request. Required: MLS from an ALA-accredited library school. Experience with AACR2 cataloging rules, Library of Congress classification, LCSH, and MARC formats. Preferred: Experience with office and library computer technology, including use of OCLC; serials management; additional M.A. in history or background in history; experience working with historical collections. Beginning salary range: \$30,000-\$33,500. The Society, an equal opportunity employer, has an excellent benefits program. Applications will be accepted until the position is filled. Send a letter of application, resume, and any supporting materials, along with the names, current addresses, and telephone numbers of three professional references to: Susan Brown, Personnel Administration, **Indiana Historical Society**, 315 W. Ohio St., Indianapolis, IN 46202-3299.

HEAD, SPECIAL COLLECTIONS AND ARCHIVES DEPARTMENT. Responsible for overall administration, including: policy development, assessment and cataloging of collections; preparation of budgets and reports. Actively seeks external funding to develop and process collections. Supervises processing special collections of printed, manuscript, or archival materials. Develops collections and coordinates selection with Bibliographers. Publicizes and provides access to special collections. Provides assistance to scholars. Librarians responsible for the Campus Records Center and Microfilm Service and the Preserva-

FIVE LIBRARIAN POSITIONS

California State University, Los Angeles

California State University, Los Angeles invites applications for five full-time positions:

- Serials Librarian (tenure-track)
- Head, Adaptive Catalog Unit (tenure-track)
- Reference Librarian specializing in education with an emphasis in curriculum and instruction (tenure-track)
- Reference Librarian specializing in Humanities (tenure-track)
- Reference Librarian specializing in Life Sciences (two year temporary)

The University. California State University, Los Angeles, a comprehensive urban university and one of 20 campuses that comprise the California State University system, offers programs in more than 50 academic and professional fields and serves approximately 21,00 full- and part-time students. The campus is located in northeast Los Angeles, a community whose rich ethnic diversity is reflected in the student body. As part of our affirmative action commitment, we strongly encourage qualified minorities and women to apply, and we welcome and are seeking candidates who will actively contribute to Library outreach in a multi-cultural, multi-ethnic setting.

The Library. The Library holds almost a million books and bound periodicals, plus extensive microforms and documents; subscribes to 4,000 periodicals and newspapers; and is a selective depository for U.S. and California State publications. New acquisitions total approximately 18,000 volumes per year.

Qualifications. MLS degree from an ALA-accredited institution; three years of library experience. Additional qualifications desired include Spanish, Asian, or European language competency for particular positions.

Rank and Salary. Appointment at Senior Assistant of Associate Librarian level (salary range: \$36,468-\$63,948); rank and salary dependent upon qualifications. In the case of tenure-track positions, tenure normally granted with 7th year reappointment.

Application Procedure. For flyers describing each position, the respective qualifications, and the application procedure, call (213)343-3950 or write to:

JoAn Kunselman
University Librarian
California State University, Los Angeles
5151 State University Drive
Los Angeles, CA 90032-8534

Deadline for applications for all positions is **October 15, 1991**.

Women, minorities, and handicapped persons are encouraged to apply. We are an EE/AA/Handicapped/Title IX employer.

tion Office report to the Head, Special Collections and Archives. Reports to the Assistant Director for Collection Development. Research, publication, and service to the Libraries and University are expected to satisfy criteria for continuing appointment and promotion. Twelve-month, tenure-track faculty appointment. Qualifications: MLS from an ALA-accredited school. Required: minimum two years experience acquiring and processing manuscripts and archives; relevant supervisory experience; strong interpersonal and communications skills. Preferred: additional graduate degree in social sciences and familiarity with AMC format. Salary: Commensurate with education and experience, minimum \$38,000. Apply to: Christine M. Travis, Library Personnel Officer, University Libraries-UL 139, the University at Albany, State University of

New York, 1400 Washington Ave., Albany, NY 12222. Deadline: Review of letters of application and resumes will begin July 31, 1991. Please include the names, addresses, and telephone numbers of three references who we can contact. 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.

INFORMATION MANAGEMENT EDUCATION/DATABASE SERVICES COORDINATOR, Taubman Medical Library, University of Michigan. Duties: The University of Michigan seeks a dynamic, creative librarian with excellent interpersonal and oral

HEAD OF ACCESS AND CIRCULATION HUMANITIES AND HISTORY DIVISION

Columbia University

Columbia University seeks a creative and dynamic librarian to lead access, circulation, and support services in Butler Library. Major responsibilities in the coming years will focus on service improvements associated with the planned \$50-million renovation of Butler Library; increasing effective use of the NOTIS automated library system for circulation, reserves, and collection maintenance; and staff training and development. The Head of Access and Circulation has a significant responsibility to communicate with faculty and students regarding the changes brought about by automation and renovation, and an important role as a resource for system-wide planning for automated access services. S/he will serve as liaison to Technical Services departments and the Library Systems Office.

Reporting to the Assistant Director for the Humanities and History Division, the incumbent manages Butler Circulation, Collection Maintenance, Reserves, Burgess-Carpenter Library, the Library Information and Privileges Office, the Periodical and Microform reading rooms, and the off-campus Library Annex. S/he will manage a staff of 59, including 14 student FTE. Collections in Butler total 1.3 million volumes and 5 million microforms. Annual circulation exceeds 300,000. The Annex collection totals 410,000 volumes, and will be increased to 1.5 million over the decade following an expansion for which construction is planned soon.

Requirements include demonstrated talent for planning and managing in a complex and fluid service environment; strong public service orientation; superior interpersonal and communications skills; relevant experience with online systems; and an accredited MLS or equivalent experience. Experience with NOTIS systems preferred.

Salary ranges (which will increase 7/1/91) are currently: Librarian II: \$35,000-\$47,250; Librarian III: \$38,000-\$55,100; Librarian IV: \$42,000-\$58,800. Appointment at Librarian IV is reserved for individuals demonstrating exceptional experience and achievement. Excellent benefits include assistance with University housing and tuition exemption for self and family.

Send resume, listing names, addresses, and phone numbers of 3 references, to:

Kathleen M. Wiltshire
Director of Personnel
Box 35 Butler Library
535 West 114th Street
New York, NY 10027

Please specify title of this position in application cover letter. Deadline for applications is **July 8, 1991**. Early application is encouraged to allow the possibility for some preliminary interviews at the ALA Conference in Atlanta, Georgia.

An affirmative action, equal opportunity employer.

communication skills to coordinate both the IME and database services work of 6.75 librarians in the Health Sciences Cluster (Dentistry, Public Health, and Taubman Medical libraries). We seek an individual with an understanding of knowledge management who can work with faculty to plan and design curricula. As IME coordinator, this individual will plan for new educational initiatives while serving as the chief instructor. As database services coordinator this individual serves as the clusterwide expert on searching MEDLINE and other databases using BRS, NLM, PaperChase, and other systems as appropriate, and is responsible for the quality of search services offered. The coordinator trains new

searchers, anticipates the developing needs of users, and manages the university's access to PaperChase. The position is headquartered in the Alfred Taubman Medical Library, which serves the Medical School, University Hospitals, College of Pharmacy, and School of Nursing. Access to MEDLINE is available free of charge to UM staff and students. The University of Michigan is a NOTIS institution. Access to the OPAC, circulation records, serials holdings, and a number of databases including PsycINFO and PAIS is available via a campuswide computer network. Required qualifications: MLS from an ALA-accredited institution. Demonstrated oral and written communication skills. Three years

AGRICULTURAL/INTERNATIONAL PROGRAMS LIBRARIAN

William Jasper Kerr Library Oregon State University

Setting: Oregon State University, a land and sea grant university and a Carnegie-I research institution, has 15,000 students in 12 schools and colleges, with programs at the undergraduate and graduate levels through the doctoral degree. The University Libraries consist of a main collection of over one million volumes and one branch library. The Libraries are currently installing an integrated online system. The staff includes 34 library faculty and 58 classified staff.

Major responsibilities: Provides general reference assistance; collection development; faculty liaison; gives bibliographic instruction. The subject areas the librarian is primarily responsible for are the plant sciences, including Botany, Plant Pathology, Crop Sciences, and Horticulture. In addition, provides liaison with OSU's international programs and projects, and serves as the Library's liaison regarding library services for international students.

Qualifications: Required: MLS from an ALA-accredited program or foreign equivalent; a science degree; professional experience in science reference setting; strong written and oral communication skills; a demonstrated ability to work independently and to work cooperatively in a demanding and changing environment; willingness to serve on University and Library committees; demonstrated ability to plan and organize projects systematically and to follow through from implementation to completion; the potential for continuing professional growth and scholarly accomplishment. Preferred: A second Master's degree or other advanced degree in a biological or agricultural science; foreign language competence; international library experience.

Application Deadline: **July 1, 1991.**

Starting Date: Available to start September 1, 1991. Salary: Commensurate with qualifications, minimum \$23,000 for 12-month faculty appointment; excellent medical, dental insurance and retirement benefits. 22 days vacation leave.

Application: Submit a letter of application, resume and the names, addresses, and phone numbers of three references to:

**Personnel Officer
Kerr Library 121
Oregon State University
Corvallis, OR 97331-4501**

OSU is an affirmative action, equal opportunity employer and complies with Section 504 of the Rehabilitation Act of 1973.

experience as an instructor. Three years experience searching MEDLINE in BRS and NLM. At least one year's experience supervising one or both activities. Ability to use both Macintosh and IBM microcomputers. Desired qualifications: Bachelor's degree in the biological or health sciences. Rank, salary, and leave: Rank of associate librarian. Minimum salary of \$29,000; 24 working days of vacation a year; 15 days of sick leave a year with provisions for extended benefits. Apply to: Maurice Wheeler, Staff Development/Professional Recruitment, 411 Hatcher Graduate Library, University of Michigan, Ann Arbor, MI 48109-1205. Application deadline: Applications received by July 19, 1991, will be given first consideration. The University of Michigan is a non-discriminatory, affirmative action employer.

LIBRARIAN. Fallon Campus, Western Nevada Community College. Responsible for management of electronically-linked branch campus library; offering fax, courier, online catalog, and backup CD-ROM statewide catalog, located 60 miles from the main campus at Carson City. Qualifications: ALA-accredited MLS; three years of library experience; excellent communications skills. Ex-

perience in working in a community college preferred. Twelve-month, tenure-track faculty position reporting to Director, Learning Resources. Salary range: \$35,618-\$41,306. Application deadline: Friday, June 21, 1991, 5:00 pm. For information and application materials contact: Personnel Office, (702)887-3017, **Western Nevada Community College**, 2201 W. Nye Lane, Carson City, NV 89703.

LIBRARIAN. \$28,094-\$46,637/year; excellent benefits. Master's Degree in Library Science or Library Information Science; or a valid and appropriate CA Community College Credential; a working knowledge of and experience with reference service to adults, preferably in an academic setting. Call (714) 564-6485 for application/job announcement. Deadline is June 28, 1991. AA/EOE. **Rancho Santiago Community College District**, Personnel Services, 1530 W. 17th Street, Santa Ana, CA 92706.

MINORITY RESIDENT. Miami University has a strong commitment to affirmative action and is actively seeking to increase minority representation in all areas of the university. The University

TWO POSITIONS



Wayne State University

Purdy/Kresge Library

The Wayne State University Library System announces two available Librarian positions.

Position and Responsibilities: The Selected Librarians will: 1) provide reference service, bibliographic instruction, and online database research assistance to library patrons, 2) coordinate and Implement Library collection development in assigned subject areas, 3) supervise, train, and monitor paraprofessionals, clerical, and student support staff, 4) attend meetings, conferences, and seminars on current trends, new technology, and developments in library operations, 5) perform related duties as assigned.

Qualifications: Required: Master's degree from an ALA-accredited library school. Experience in online database searching. Excellent written, oral, and organizational skills. Ability to work well with people, provide leadership, work independently, and prioritize assignments. Ability and willingness to supervise the work of paraprofessionals, clerical, and student support staff. Must show initiative and be a self starter. High energy level and leadership qualities. **Preferred:** Experience with bibliographic instruction and/or federal and state government documents. Second Master's degree would be an asset.

Other Information: Wayne State University is one of the nation's leading urban research universities. The University Library System is ranked among the top 50 research libraries in the United States with collections of over 2.4 million books and journal volumes, 1.8+ million microforms, and more than 23,000 current subscriptions to journals and government publications. The Purdy/Kresge Library is one of the four libraries at Wayne State University; Serving Social Sciences, humanities, arts, and several professional schools, such as Business and Education. Its library patrons have access to some 1.4 million volumes and 13,000 journal subscriptions. Purdy/Kresge's outstanding collection, staff, and state-of-the-art information retrieval technology make it one of the finest research libraries in North America.

Librarians at Wayne State University are academic appointees. Wayne State offers liberal fringe benefits, dental and health plan options, TIAA/CREF, and tuition assistance for employees and family members. Salary and rank are based on education and experience.

Applications: The positions are open immediately and will remain open until suitable candidates are found. Applicants should forward a resume and the names and addresses of three references who are knowledgeable about their qualifications for this position. Letters and documents should be addressed to:

**Judith March-Adams
Assistant to the Dean
Attention positions 387/388
Wayne State University
134 Purdy Library
Detroit, MI 48202**

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

Libraries Minority Resident Program is one component of the Libraries' overall affirmative action plan and is intended to increase the representation of minority librarians at Miami and to further the growth and development of minority librarians within the profession. This continuing program is designed to assist a recent library school graduate in making a successful transition to academic librarianship. The Miami University Libraries are committed to introduce and orient the recent minority graduate to the complexities of

academic librarianship in a rapidly changing environment. The one-year internship will provide the opportunity for viewing in all areas of the University Libraries' operations, including public, technical, and administrative services. Actual assignments will be made based on interests of the individual and needs of the Libraries. This resident will report to the Dean and University Librarian. **Qualifications:** An MLS from an ALA-accredited library school (degree requirements must be fulfilled by August 1991 for appoint-

HEAD OF AUTOMATED AND TECHNICAL SERVICES

We seek an innovative, energetic librarian to lead the libraries in the further application of information technology. Lafayette, founded in 1826, is an independent, residential college of approximately 2,000 students and 173 faculty, unique for its combination of liberal arts and engineering in an exclusively undergraduate institution. The libraries, with over 410,000, have a fully implemented Innovative Interfaces integrated system, which reaches all student rooms and faculty offices through a token-ring campus computer network. Responsibilities: Manage the libraries' automated systems and plan for changes and enhancements; oversee automation budget and contracts; coordinate the selection and installation of microcomputer-based systems; administer units for acquisitions, serials, and cataloging; support automation in public services. Qualifications: ALA-accredited MLS degree. Substantial experience in library automation; thorough understanding of MARC formats; strong communication, interpersonal, and analytic skills. Knowledgeable about uses of emerging information technologies in support of teaching and research. Proven ability to exercise leadership in a collegial environment. Write to:

Neil J. McElroy
Director of Libraries
Lafayette College
Easton, PA 18042

including a resume and the addresses and telephone numbers of three references. Salary will be in the high 30's.

Lafayette is committed to equal opportunity through affirmative action.

ment in August/September or December 1991 for appointment in January 1991). Members of minority groups are the focus of this program. The Miami University Libraries contain over 1.4 million volumes, have an extensive collection of government documents and microforms, and subscribe to over 12,000 serials. They serve 800 teaching and research faculty, 15,000 undergraduates, and 1,000 graduate students. The library has 34 professional librarians and 55 support staff. Miami University is a highly selective institution located in Oxford, Ohio, 35 miles northwest of Cincinnati. Benefits include Blue Cross/Blue Shield, major medical, disability, dental, and term life insurances all paid by the University. Public employees retirement system. Salary level is \$24,500. Submit letter of application, resume, and names, telephone numbers, and addresses of three professional references to: Judith A. Sessions, Dean and University Librarian, **Miami University**, Oxford, OH 45056. Preliminary screening of applications will begin June 15, 1991. Miami University is an equal opportunity employer.

PRINCIPAL CATALOGER. The University of Nevada, Reno, Library seeks librarian to perform original cataloging of monographs on all subjects in a variety of formats and name and subject authority-control work. Coordinates rule interpretations, authority control, problem solving, and policy and procedure formulation among four catalogers. Gives guidance to senior catalog technician and occasional assistance to catalog technicians in resolving copy cataloging questions. Library faculty participate in collection development, bibliographic instruction, and faculty governance. Reports to head of Bibliographic Control. Qualifications: ALA-accredited MLS. Four or more years of original cataloging and authority control experience. Thorough knowledge of AACR2, LC classification, LCSH, and MARC formats. Familiarity with a bibliographic utility, preferably RILIN or OCLC, and automated library systems. Faculty status requires that librarians meet faculty standards for appointment, promotion, and tenure. Salary: open, depending upon qualifications and experience (current minimum \$38,492). No state or local income tax. 12-month appointment; TIAA/CREF and other retirement options; 24 working days vacation; generous sick leave. Send resume and names and addresses of three references to: Mary Ansari, Assistant University Librarian, **University of Nevada**, Reno, Library, Reno, NV 89557. To ensure

full consideration, applicants are encouraged to have all application information on file by 7/15/91. Position will remain open until filled. AN AA/EEO employer, hiring only individuals authorized to work in the U.S.

RARE BOOK AND MANUSCRIPT REFERENCE LIBRARIAN/BIBLIOGRAPHER, Columbia University Libraries. Search reopened. Primary responsibilities of this position are to provide general and in-depth reference service for the collections of rare books and manuscripts; to supervise the operations of the Rare Book and Manuscript Library Reading Room and Reference Center at assigned times; to instruct individuals and classes in the use of rare books and related materials; to plan and install exhibitions; to organize and catalog non-book and non-manuscript collections; to assist in the maintenance and development of the collections; and to assist on special projects relating to the Library. In addition to an accredited MLS, requirements are: knowledge of reference sources in rare books and manuscripts, descriptive bibliography, archival organization and techniques, and preservation methods; the ability to search in RILIN databases; and effective writing and speaking skills. Preference will be given to candidates with experience in planning and installing rare book and manuscript exhibitions; a reading knowledge of French, German, and Latin; and a graduate degree in American or English literature, or other relevant graduate degree. Salary ranges (which will increase 7/1/91) are currently: Librarian I: \$27,500-\$35,750; Librarian II: \$29,500-\$39,825. Excellent benefits include assistance with University housing and tuition exemption for self and family. Send resume listing names, addresses and phone numbers of three reference, to: Kathleen Wilshire, Director of Personnel, Box 35 Butler Library, **Columbia University**, 535 West 114th Street, New York, NY 10027. Deadline for applications is June 30, 1991. An affirmative action, equal opportunity employer.

REFERENCE/CIRCULATION LIBRARIAN. Full-time, fall 1991, ALA-MLS, annual salary \$28,704-\$46,390. Position #390 closes August 5th. For application/job description, submit resume to: Personnel #390, **San Jose/Evergreen Community College District**, 4750 San Felipe Rd., San Jose, CA 95135-1599. AA/EEO.

ASSISTANT DIRECTOR FOR PUBLIC SERVICES

Arts and Sciences Library Tufts University, Medford, MA

The Arts & Sciences Library at Tufts University is seeking to fill the position of Assistant Director for Public Services. Reporting to the Director, this position will provide leadership in the delivery of information services to the students and faculty of the School of Arts & Sciences and will be directly responsible for a staff of 26 FTE and a budget of \$685,000 covering 5 departments: Reference, Access Services, Interlibrary Loan, Audio-Visual, and Science Libraries. Responsibilities: This administrator plans, coordinates, and manages all public services activities of the Arts & Sciences Library; develops new programs; recommends policies governing public services; actively participates in budget development and budget management and in library wide planning and management; coordinates public service programs in the Library on campus and works closely with other campus offices, such as the Office of Student Services. Qualifications: MLS from ALA-accredited school. At least five years of experience, of which 2 years should be as a manager. Demonstrated knowledge of library automation. Demonstrated ability to develop and implement programs that deliver print and electronic information. Demonstrated written and verbal communication skills. Commitment to professional growth. Demonstrated ability to establish priorities. Ability to work effectively with individuals and groups from various academic, administrative, and library constituencies. Preferred: Experience in developing and managing budgets; strong microcomputer skills; strong analytical skills; experience in public relations; experience in project planning and management. Appointment will be made commensurate with experience and qualifications. Send letter of application to:

Sonia Payne
Arts & Sciences Library
Tufts University
Medford, MA 02155

Screening for this position will begin on **July 8, 1991**, and continue until the position is filled. Tufts University is an equal opportunity, affirmative action employer.

REFERENCE LIBRARIAN. Responsible for reference desk duties; some night and weekend hours. Participates in library user education; conducts online searches; carries out collection development and faculty liaison responsibilities. BGSU Libraries and Learning Resources holds 1.5 million volumes at a Ph.D.-granting university of 16,000 undergraduate and 2,500 graduate students. Nationally known for its special collections, the library actively supports the curriculum by services such as graduate student consultations and a dynamic BI program. Utilizing a variety of electronic resources, the Library is a part of an emerging, statewide, online catalog and materials-sharing network. BGSU Libraries promote a culturally diverse environment through programs, exhibits, and the appointment of a multicultural services librarian. Required: ALA-accredited MLS. Strong service orientation and communication/interpersonal skills. Preferred: Education degree. Background in the application of new technologies. Minimum \$22,000. Assistant Professor. 12-month, tenure-track appointment. BGSU librarians enjoy full faculty privileges which include opportunity to participate in library and university governance. Research and publication are required for tenure. Review of applications will begin on July 5, 1991, and will continue until the position is filled. We actively encourage minorities, women, handicapped, and veterans to apply. BGSU is an AA/EOE. Send application letter, resume, and names, addresses, and telephone numbers of three references to: Janet Welch, Chair, Search Comm., Jerome Library Dean's Office 204, **Bowling Green State University**, Bowling Green, OH 43403.

REFERENCE LIBRARIAN. St. Charles Borromeo Seminary of the Roman Catholic Archdiocese of Philadelphia invites applications for the position of Reference Librarian for the Ryan Memorial Library. The Library supports the study and research of a community of students and faculty in the Seminary College and Theology, and a school of Religious Studies. Responsibilities include reference service, bibliographic instruction, collection development, online searching, and supervision of the periodical collection. Some evening work required. Qualifications: ALA-accredited MLS; appropriate professional experience in an academic library; excellent communications and interpersonal skills; strong background in theology or philosophy; reading knowledge of Latin and/or Romance language preferred. Salary: \$24,000-\$27,000, depending on qualifications; generous fringe benefits. Review of applications will begin June 20, 1991, and continue until the position is filled. Preliminary interviews may be conducted at the ALA annual conference. Send letter of application, resume, and names of 3 references to: Lorena F. Boylan, Director of Library Services, **St. Charles Borromeo Seminary**, 1000 East Wynnewood Road, Overbrook, PA 1996.

REFERENCE LIBRARIANS, TWO. Two public service faculty positions. Reference Coordinator: Experienced librarian to coordinate a professional reference staff of 4 and assist in collection development for history and the social sciences. Other responsibilities include development of user education materials, participation in librarywide planning. Qualifications: Advanced level of experience in academic reference services, strong interpersonal skills, initiative, flexibility, demonstrated ability to work in a team environment, basic computer literacy. Competitive salary based on experience. Reference Librarian: Entry-level librarian with responsibility for public services periodical/microform collections. Assist in collection development. Qualifications: User-oriented philosophy, aptitude for detailed work, initiative, effective communication skills. Familiarity with periodicals and/or microforms preferred. Base salary: \$29,000. Both positions report to the Associate University Librarian and both provide general reference service including rotation on evenings and weekends. Other duties include bibliographic instruction and online searching. Copley Library is currently implementing an integrated automation system. Positions are tenure-track with faculty rank and status. Successful applicants must have or complete a second master's degree for tenure, and show potential to gain promotion through faculty ranks. Required: MLS from ALA-accredited school or foreign equivalent. Benefits include TIAA-CREF retirement; medical, dental plans; USD tuition remission. A Catholic university, USD has 6,000 students, and is an AA/EO employer. Applications encouraged from minorities. Application deadline: Postmarked by July 5. Early application encouraged. Will interview at Atlanta. Send letter of application and resume with names, addresses, telephone numbers of three professional references to: Marjo Gray, Associate University Librarian, Copley Library, **University of San Diego**, Alcalá Park, San Diego, CA 92110.



**Smithsonian Institution Libraries/
Dibner Library
1992 Resident Scholar Program**

To encourage study of the history of science and technology, the Smithsonian Institution Libraries offers short-term study grants for 1-3 months to do research in the Dibner Library of the History of Science and Technology and other library collections of the Smithsonian. The program is open to historians, librarians, bibliographers, and pre- and postdoctoral students. Stipend: \$1,500/month, to be used for any related purpose, including travel to Washington, D.C. For guidelines and application forms, write to Resident Scholar Program, Smithsonian Institution Libraries, NHB 24, Mail Stop 154, Washington, D.C. 20560. Program support is from The Dibner Fund.

DEADLINE FOR PROPOSALS: NOVEMBER 1, 1991

REFERENCE SPECIALIST. Special Collections Department. The University of Virginia. Under the supervision of the Director of Special Collections, the Reference Specialist has primary responsibility for the efficient delivery of reference service to researchers in the department, including security and proper handling of materials; supervises all activities and staff (one Library Assistant and students) of the Reading Room; responds to reference queries at the desk and by written correspondence; coordinates lectures and tours for classes and other group visits to Special Collections; delivers presentations to groups; schedules reference desk coverage; works closely with Director and Curator of Manuscripts and the Curator of Rare Books to devise and administer policies governing use, reproduction, and preservation of materials; resolves problems at reference desk. The Reference Specialist also coordinates the hiring, training, and supervision of student employees for the Department. The Special Collections Department includes Manuscripts Division and the Rare Books Division. The Manuscripts collections, numbering some ten million items, are concentrated in Virginia and Southeastern American historical subjects and in American literature. The Division also administers the University Archives with holdings of 2,600,000 pieces. The Rare Books collection comprises 217,000 volumes and includes the Barrett Library of American Literature, the McGregor Library of Americana, the William Faulkner Collection, the Gordon Collection of French Renaissance Literature, and numerous other subject collections. Required Qualifications: MLS from an ALA-accredited library school or an M.A. or Ph.D., preferably in American history or literature; demonstrated skills in oral and written communication. Preferred Qualifications: Coursework or experience with rare books, manuscripts, or archives and knowledge of descriptive bibliography and archival techniques; experience with microcomputers, especially word processing and data management programs, and with online catalogs (NOTIS); public service experience in special collections or a major research library; commitment to personal growth and development. Benefits: General faculty status, 22 days vacation, generous sick leave, Blue Cross/Blue Shield, state and TIAACREF retirement plans, research leave, Salary \$24,000 or higher, depending upon qualifications. Applications received before July 1 will be given first consideration. Send letter of application, resume, and names, addresses, and phone numbers of three references to: Gall Oltmans, Personnel Director, Alderman Library, University of Virginia, Charlottesville, VA 22903-2498. An equal opportunity, affirmative action employer.

REFERENCE SPECIALIST—BUSINESS. The University of Notre Dame Libraries are looking for an outgoing, enthusiastic individual to assume a faculty position in the Hesburgh Library. Primary focus

will be on the provision of excellent service at the reference desk approximately twenty hours per week, with particular emphasis on the subjects of business and economics; secondary assignment will include library instruction. In conjunction with a senior colleague in the subject area, provide superior service to business clientele. If you enjoy working directly with the public and would like to join a team of experienced and committed professionals, we invite you to apply for this position. ALA-accredited MLS; business background required, degree preferred. At least two years of successful professional experience in reference required; background in library instruction preferred. Strong public service orientation and ability to work harmoniously with others. Effective oral and written communication skills. Minimum salary \$27,000; excellent benefits package. Screening of applications will begin on June 15 and will continue until an appointment is made; position is available after July 1. Send letter of application, resume, and names, addresses, and telephone numbers of references to: Peggy Weissert, Human Resources Representative, 221 Hesburgh Library, University of Notre Dame, Notre Dame, IN 46556. The University of Notre Dame is an affirmative action, equal opportunity employer. Nominations and applications are particularly encouraged from members of ethnic minorities.

SERIAL CATALOGER, State University of New York at Stony Brook. Responsible for original cataloging of serials and assisting in training and supervising paraprofessional staff in bibliographic searching, copy cataloging, and related activities. ALA-accredited MLS required. Experience in serials operations in an academic or research library preferred. Knowledge of automated cataloging and/or union listing, a working knowledge of European languages, a broad subject background, and experience with NOTIS or other online systems and OCLC or RLIN are desirable. Salary: \$26,500 minimum. Twelve-month, faculty status, tenure-track appointment, generous benefits. In order to qualify for tenure and higher academic ranks, library faculty are expected to satisfy criteria including contributing to the advancement of the profession and performing university service as well as fulfilling specific library assignments. Send resume and names of 3 references to: Judith Kaulman, Personnel and Development Librarian, Main Library, SUNY at Stony Brook, Stony Brook, NY 11794-3300. Resumes will be accepted until the position is filled, but those received by June 30, 1991, will be given first consideration. SUNY at Stony Brook is an affirmative action, equal opportunity educator and employer. Women and minorities are encouraged to apply.

SERIALS LIBRARIAN. Columbia University. The Columbia University Libraries are seeking a serials cataloger with strong analyti-

ASSISTANT DIRECTOR FOR TECHNICAL AND AUTOMATION SERVICES

**William Jasper Kerr Library
Oregon State University**

The Assistant Director reports to the Library Director and participates in overall management, policy-making, and planning for the Library as a member of the Administrative Council; provides leadership in planning, organizing, implementing, controlling, and evaluating Technical Services activities and programs; develops, plans, and coordinates in-house automation activities; represents the Library in campus-wide automation forums; recruits, trains, assigns, and evaluates Technical Services division heads; anticipates deadlines; interprets library policy to the academic community.

Required: MLS or equivalent degree from an ALA-accredited library program; minimum 6 years experience in Technical Services in an academic or research setting, with increasing managerial/supervisory responsibility (preference will be given to experienced head of Technical Services Departments); experience with the planning and implementation of automated library systems; demonstrated leadership and organizational abilities; strong verbal and written communication skills; flexibility; ability to manage subordinates with a consultative yet decisive, administrative style.

Preferred: a minimum of 5 years supervisory responsibility; proven research and scholarship; a second subject master's degree or Ph.D.

Full-time, 12-month faculty appointment; appointment in rank dependent upon qualifications. Minimum \$45,000 per year. Additional medical, dental, insurance, and retirement benefits. 22 days vacation leave.

To ensure proper consideration, candidates should apply no later than **August 1, 1991**. Applicants should submit a letter of application; resume; names, addresses, and telephone numbers of three current references. Forward to:

**Clifford Mead
Chair of Search Committee
William Jasper Kerr Library
Oregon State University
Corvallis, OR 97331-4501.
(503) 737-2075**

Oregon State University is an equal opportunity, affirmative action employer. Minority applicants are encouraged to apply and to identify themselves for affirmative action purposes. The University is particularly interested in the applications or nominations of women and minorities, and has a policy of being responsive to the needs of dual-career couples.

cal and problem-solving skills to assist in providing bibliographic control of serials and in planning and implementing an integrated serials control system. Reporting to the head of Serials Cataloging, the incumbent will be responsible for cataloging new serial titles, resolving problems and inconsistencies in bibliographic and holdings records, deciding on appropriate treatment of materials, and participating in librarywide planning and workflow design for serials processing. Other duties include supervising bibliographic assistants and students performing serials copy cataloging, re-copying, and queuing for preservation. The Libraries currently receive over 60,000 serial titles. CLIO, the Libraries' NOTIS-based online catalog, contains records for over 40,000 serials. The Libraries are beginning to plan for integration of serials control activities in CLIO, including reexamining relationships between Serials Cataloging and Serials Acquisitions and Serials Processing activities in departmental libraries. The incumbent will actively assist in this planning effort. In addition, to an accredited MLS, requirements are: good knowledge of serials cataloging using AACR2, LC subject headings and classification, and MARC for-

mat; familiarity with a range of automated serials processing activities; excellent problem-solving and analytical skills; sound judgment; ability to communicate well orally and in writing; and a knowledge of one foreign language. Previous serials cataloging experience, RLIN, OCLC, or NOTIS experience, supervisory experience, and a second foreign language are desirable. Salary ranges (which will increase 7/1/91) are currently: Librarian I: \$27,500-\$35,750; Librarian II: \$29,500-\$39,825. Excellent benefits include assistance with university housing and tuition exemption for self and family. Send resume listing names, addresses, and phone numbers of three references to: Kathleen M. Wilshire, Director of Personnel, Box 35 Butler Library, **Columbia University**, 535 West 114th St., New York, NY 10027. Deadline for applications is July 15, 1991. An affirmative action, equal opportunity employer.

TWO POSITIONS. Reference Librarian (Head of Department) and Assistant Reference Librarian: The University of Illinois at Chicago, a comprehensive Research-I institution located near Chi-

ago's historic loop, with a student enrollment of 25,000 and offering doctoral degrees in over 40 areas and master's degrees in over 100, seeks talented and innovative Librarians for the positions of Reference Librarian and Assistant Reference Librarian. Reference Librarian (Head of Department): The Reference Department consists of eight professionals, four support staff, a resident librarian and student assistants. The Reference Librarian is responsible for the management of the department, for planning and implementing new programs of service, for hiring, evaluating and developing staff; for directing the computer service and the bibliographic instruction program; and for assisting bibliographers in the development of the 20,000 volume reference collection. Minimum Qualifications: an ALA-accredited MLS; three to five years increasingly responsible information services experience, and demonstrated ability to meet University standards in research, publication and professional service commensurate with tenure. Additional Desirable Qualifications: Knowledge of computer-assisted literature searching in an academic library environment and successful planning and implementation of bibliographic instruction programs. Assistant Reference Librarian: Under the direction of the Reference Librarian (Head of Department) the Assistant Reference Librarian is responsible for the Library's instruction program, overseeing all aspects of the program and coordinating its implementation with librarians, teaching faculty, and departmental staff. The Assistant Reference Librarian also participates in providing refer-

ence services and computer literature searching. Minimum Qualifications: an ALA-accredited MLS; two years of professional library experience in reference/information services; evidence professional involvement within academic librarianship; and demonstrated ability to meet University standards in research, publication, and professional service commensurate with tenure. Additional Desirable Qualifications: Work experience with bibliographic instruction and/or with programs for teaching of English as a second language, textbook writing, or curriculum design. Salary/Rank/Contract: Faculty appointments in the UIC Library begin at \$25,000, dependent upon qualifications and experience. Twelve-month appointment, 24 days vacation, 12 days annual sick leave with additional disability benefits, 11 paid holidays, paid medical coverage (coverage for dependents may be purchased), dental and life insurance; participation in the State Universities Retirement System compulsory (8% of salary withheld, tax exempt until withdrawal); no social security coverage but Medicare payment required; physical examination at University Health Service is required upon appointment. For fullest consideration send a cover letter, resume, and the names of three references by July 1, 1991, to: Darlene M. Ziolkowski, Personnel Librarian, University of Illinois at Chicago Library, Box 8198, Chicago, IL 60680. The University of Illinois at Chicago is an affirmative action, equal opportunity employer.

LATE JOB LISTINGS

ACCESS SERVICES, ASSISTANT DIRECTOR. Responsible for the effective management of circulation operations, document delivery services including inter-library loan, and stack maintenance. Supervise 12 support staff as well as student assistants. general faculty rank with excellent health benefits including generous moving and staff development support. The Claude Moore Health Science Library serves the University of Virginia health Sciences Center including the University Hospital, the School of Medicine and the School of Nursing. the Library is fully automated with the LIS system, produced by Georgetown University. The Assistant Director for Access Services will be a key member of the Library's outreach team, providing program support for document delivery service to affiliated and unaffiliated health professionals in Virginia. Requirements include an MLS form an ALA-accredited school and preferably two years supervisory experience or experience in an academic access services environment. Excellent interpersonal and communications skills, demonstrated analytical and planning abilities, and service commitment are essential. Knowledge of state, regional, and national information networks required for document access and delivery, experience working in a health sciences library, experience with online circulation, and basic computer literacy are desirable. Reports to the Associate Director for Public Services. Minimum salary: \$28,000. Applications will be accepted until a successful candidate is identifies although applications received by July 30, 1991 will be given first consideration. Please send curriculum vitae and list of three professional references to: Gretchen Naisawald, Search Committee Chair, the Claude Moore Health Sciences Library, Box 234, University of Virginia Health Sciences Center, Charlottesville, VA 22908. The University of Virginia is an equal opportunity, affirmative action employer.

ASSISTANT HEAD/REFERENCE SERVICES GROUP Research Services Department, Central University Library, University of California, San Diego. UCSD is an equal opportunity, affirmative action employer and specifically seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Rank: Associate Librarian, \$35,052-\$50,496 or Librarian, \$47,124-\$65,340. Responsibilities: Under the general direction of the Department Head, the Assistant Head/Reference Services Group provides administrative and programmatic

leadership for the department's Reference Services Group. Duties include primary responsibility for development and maintenance of programs related to the delivery of reference service, employing both traditional and new services and technologies; training, supervision, and evaluating unit members (3.5 FTE librarians and 1.0 FTE library assistant), and training and evaluating additional staff (c. 15) who work at the department's reference desks providing leadership for reference collection development and management (c. 40,000 vols.); working with the Department Head and Assistant Head/User Services to plan, develop, and manage a variety of reference sources and services; and maintaining awareness of trends in academic library public services. The successful candidate will also receive a collection development assignment for the general collection, depending on her/his strengths in relation to the library's needs. UCSD librarians, as academic appointees, are expected to participate in librarywide planning and to be active professionally. Qualifications: Required: MLS degree, ability to work in and to promote a culturally diverse environment, experience in providing reference service, strong interpersonal skills, strong writing and verbal communication skills, capability of working effectively in an automated environment (including online catalogs, CD-ROMs, and local area networks), and experience in the application of electronic technology to information retrieval services. Highly desirable: successful experience in, or evidence of capability for, effective supervision; awareness of trends in academic library public services. Appointment at the high rank requires substantial relevant experience. Consideration of applications will begin on August 1, 1991, and continue until the position is filled. To apply send a letter of application, resume and a list of references to: Janet Tait, Assistant for Academic Personnel, Library Personnel Office, **University of California, San Diego** 0175H-1, 9500 Gilman Dr., La Jolla, CA 92093-0175.

ASSISTANT SERIALS LIBRARIAN. The Linda Hall Library, an independent science and technology library, has an immediate opening for a resourceful individual to head the Preservation and U.S. Documents units and to assist with serials processing. ALA-accredited master's degree required, with two years experience in preservation administration. Additional experience with documents or serials preferable. Minimum salary \$22,000. Send letter of application, resume, and references to: Mary Moeller, Serials Librarian, **Linda Hall Library**, 5109 Cherry, Kansas City, MO 64110.

GOVERNMENT DOCUMENTS LIBRARIAN. Assistant or associate librarian. Tenure-track. Responsible for administration of partial depository documents department and possibly small map collection. Serves as liaison to U.S. Government Printing Office. Responsible for public services, selection, processing, and management of budget for documents collection. Assist with general reference service and collection development. Professional experience with government documents, including familiarity with selection, public services, technical processing, and depository procedures; knowledge of library map services and experience with OCLC and LC classification, database searching, library automation. Excellent communication and interpersonal skills, and ability to deal with complexities of depository collections preferred. Some evening work required. Supervisory experience preferred. Send letter of application and resume with names, addresses, and telephone numbers of three references to: Shelley Osterreich, Chair, Search Committee, **Central Connecticut State University**, New Britain, CT 06050-4010. Review of candidates will begin on July 31, 1991. CCSU is an AA/EO employer. Women, minorities, handicapped, veterans are encouraged to apply.

HUMANITIES AND INSTRUCTION LIBRARIAN, assistant professor. Southern Illinois University at Edwardsville, Lovejoy Library, User Services Depart-

ment. Position is responsible for: 1) providing collection development and collection management for the School of Humanities, including liaison with the departments of English Language and Literature, Foreign Language and Literature, and Philosophical Studies; 2) coordinating Lovejoy Library's instruction program including the development of print and nonprint resources for achieving the library's objectives in this area; and 3) providing information and reference assistance to all users of Lovejoy Library, including the use of print and automated reference sources including shared responsibility with other library faculty for evening and weekend service on the information desk. **Qualifications:** Master's degree in library science from an ALA-accredited school; specialized subject degree or graduate courses in the humanities; reading knowledge of at least one foreign language; demonstrated teaching skills including familiarity with bibliographic instruction techniques; academic reference experience including online reference services. **Salary range:** \$32,400-\$35,000 per year depending on qualifications. Benefits include choice of medical insurance plans, state retirement, liberal sick leave, 25 days of vacation per year. Application review to begin June 30, 1991, and continuing until position is filled. To apply send letter of application with current resume and the names of three references to: Gary N. Denué, Director, Lovejoy Library, **Southern Illinois University at Edwardsville**, Box 1063, Edwardsville, IL 62026-1063. SIUE is an affirmative action, equal opportunity employer.

PROGRAM SPECIALIST FOR THE BASIC SCIENCES. The William H. Welch Medical Library, the Johns Hopkins University, is seeking a program specialist for the basic sciences. This position provides a full range of library and information services to basic sciences faculty, researchers, and graduate students of the Johns Hopkins Medical Institutions. Fulfilling this responsibility involves an understanding of the information requirements of basic science faculty and students, knowledge of appropriate information tools, and the ability to design and offer instruction in information management. Primary responsibilities include: 1) identification of problems and needs faced by scientists and students when accessing, retrieving, and managing information from scientific knowledge bases and databases; 2) provision of consultation and instruction to solve those problems and needs; 3) organization and teaching of courses, in association with graduate course directors, on the use of advanced computation and networking technologies to support and enhance scientific communication; and 4) participation in the general library instructional program. Candidates should have a graduate degree in the biological or life sciences and a master's degree in library science; experience with microcomputers, academic teaching, and online bibliographic databases; and an understanding of research and academic environments and the role of information in a such a setting. Excellent oral and written communication skills and the ability to work in a changing, dynamic area are essential. Prior experience in an academic library is preferred. The library offers a competitive salary and outstanding benefits package. Qualified applicants should submit an application letter, curriculum vitae, and names of three references to: Craig Mulder, Program Director for Education and Curriculum Support, the Welch Medical Library, the **Johns Hopkins University** School of Medicine, Baltimore, MD 21205. The Johns Hopkins University is an equal opportunity, affirmative action employer.

REFERENCE/COLLECTION MANAGEMENT LIBRARIAN. Marquette University Memorial Library. General Reference duties, management of reference collection, and bibliographic instruction. Masters degree in Library Science required. Academic reference experience and second master's or bibliographic experience in the humanities, and knowledge of automated library system preferred. Salary \$23,500+. Applications accepted until position filled. Preference given to those received by June 15, 1991. Send letter of application, resume, and names of three

references to Alice Gormley, Chair, Appointments and Promotions Committee, **Marquette University Libraries**, 1415 West Wisconsin Avenue, Milwaukee, WI 53233. Affirmative action/equal opportunity employer.

REFERENCE LIBRARIAN. Central College invites applications for a full-time reference librarian for a dynamic, service-oriented program in an outstanding college library of 165,000 volumes assessed by an Innovative Interfaces system. Responsibilities: Provide reference and online search services, bibliographic instruction, collection development; coordinate circulation and interlibrary loan services. Requires: ALA-MLS, sound liberal arts education, previous academic library reference experience, demonstrated service commitment, ability to use a variety of automated systems (including OCLC, online catalog, database searching, CD-ROMs, IBM personal computers), excellent interpersonal and communication skills, and support for the institutional statement of purpose. Eleven-month appointment beginning September 1; faculty rank. Salary competitive, minimum \$22,000. Central College is an independent liberal arts college affiliated with the Reformed Church in America with an ecumenical faculty, staff, and student body. Send resume, transcripts, and three letters of recommendation to: W. H. Bearce, Dean of the College, **Central College**, Pella, IA 50219. Women and minority candidates are encouraged to apply. AA/EOE. Review of applications will begin July 1, 1991.

MEDIA REFERENCE LIBRARIAN/INSTRUCTIONAL DESIGNER. Reports to Head of Non-print Media. Duties: Provide reference for non-print collection. Assist faculty in selection of materials from all media, including print, audiovisual, graphic computer software, and multimedia. Coordinate training programs for faculty on preparation, use, and integration of various media into course design. Contribute to development and management of non-print collections. Rank: Assistant Librarian. Qualifications: ALA-accredited MLS with additional experience or education in educational technology or related field. Familiarity with computers, audiovisual equipment, and instructional software. Benefits: Research sabbaticals, TIAA/CREF and health plans. Salary: \$24,000+ depending on experience and other qualifications. Send resume and names, addresses, and telephone numbers of three references to Patricia A. Wand, University Librarian, **The American University Library**, 4400 Massachusetts Ave., N.W., Washington, D.C., 20016-8046. EEO/AA employer. Position remains open until suitable candidate is found, reviews begin June 28, 1991.

COORDINATOR OF AV DEPARTMENT. (*Ed. note: Salary below corrects error in May '91 issue.*) Master's degree in related subject field and three years experience required. Purchase, maintain (minor repairs) audiovisual equipment and systems. Experience with sound systems and teleconference installation a plus. Knowledge of TV production, computer application for AV presentation, collection development of media materials and current trends in media service. Ability to plan class schedules, supervise and administer department. Salary negotiable, up to mid-30's depending upon qualifications and experience, and all college benefits. Send letter of application, resume, and list of three references to: A.V. Coordinator Search Committee, **Wagner College Library**, Howard Avenue and Campus Rd., Staten Island, NY 10301. AA/EEO.

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