

May

4-7—**Film preservation:** "Fast Rewind—The Archaeology of Moving Images," an international conference organized by the Rochester Institute of Technology, will be held at the Rochester Stouffer Plaza, Rochester, New York. Speakers Morgan Wesson, assistant curator of the International Museum of Photography at George Eastman House, and Marion Balyszak, former director of the Cayuga Museum of History and Art, will discuss new findings on Theodore Case, an Auburn, N.Y., chemist who is little known for his invention that created sound on film; noted New York film historian Fred S. Spira will discuss early technical devices; other topics will include moving image advertising, historical research on broadcast archives, and film preservation. Contact: Karen Miller, Communications Department, Rochester Institute of Technology, One Lomb Memorial Drive, P.O. Box 9887, Rochester, NY 14623; (716) 475-2879.

15-18—**Jerusalem:** "The Value of Research Data for Government and Business" is the theme of the joint meeting of the International Association of Social Science Information Service and Technology (IASSIST) and the International Federation of Data Organizations (IFDO) to be held at the Hebrew University in Jerusalem. The conference is open to data archivists, data librarians, academic and government researchers, traditional archivists, teachers and advanced students in the social sciences, data producers from national statistical agencies, and others. Lectures, presentations, and workshops will be on such topics as cross national surveys, quantitative historical research, the impact of new technologies on the usage of data, statistical mapping, textual databanks, and indexing data

archive holdings. Contact: Nancy Hafuta, Social Sciences Data Archive, The Hebrew University, Mount Scopus, Jerusalem 91905, Israel. For information on partial travel grants contact: Tom Brown, 1418 Corcoran St. N.W., Washington, DC 20009.

23—**June 15—Hebraica:** A twelve-session intensive course on Hebraica and Judaica cataloging will be given by Bella Hass Weinberg, assistant professor of Library and Information Science at St. Johns University, at the Max Weinreich Center for Advanced Jewish Studies, New York City. The course will focus on Hebraica and Judaica cataloging for research and academic libraries with an emphasis on Library of Congress systems. Topics to be covered include Romanization, formation of headings for Hebrew and Yiddish authors, cataloging of liturgical works, Judaica subject headings and classification schemes, and multi-script authority files. Three graduate credits will be given for the course. Tuition: \$300. Contact: Pamela Brumberg, Assistant to the Dean, Max Weinreich Center for Advanced Jewish Studies, 1048 Fifth Avenue, New York, NY 10028; (212) 535-6700, x26.

June

20-21—**Classification:** The International Conference on Library Classification and Its Functions will be held on the University of Alberta campus in Edmonton. The conference will examine the three functions of classification: the bibliothecal, or storage, function; the bibliographic, or classified catalog, function; and the cognitive function. Registration fee: \$110 (includes lunches and reception); \$30 special fee for students. Deadline: June 5. Contact: Faculty of Extension, University of Alberta, Edmonton, Alberta T6G 2G4; (403) 432-3037.



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

Rates: Classified advertisements are \$5.00 per line for ACRL members, \$6.25 for others. Late job notices are \$12.00 per line for members, \$14.00 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 \$10 will be charged for ads taken over the phone (except late job notices or display ads).

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

JOBLINE: Call (312) 944-6795 for late-breaking job ads for academic and research library positions. A pre-recorded summary of positions listed with the service is revised weekly; each Friday a new tape includes all ads received by 1:00 p.m. the previous day. Each listing submitted will be carried on the recording for two weeks. The charge for each two-week listing is \$30 for ACRL members and \$35 for non-members.

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

Contact: *Classified Advertising Dept., ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611; (312) 944-6780.*

EDUCATIONAL OPPORTUNITY

LIBRARY GRADUATE ASSISTANTS for 1989 Academic Year. Mankato State University is seeking individuals who possess either an MLS or MA in Library Science and who wish to work on a subject master degree while gaining valuable professional experience in an academic library. MSU offers master degrees in over 60 academic disciplines. Graduate assistantships are internships in the discipline—in this case, two disciplines—library science and the subject discipline of your choice. Graduate assistants supervise student workers and perform other professional services in the public and technical services of the Library. Public service positions include reference, government publications, online database searching, interlibrary loan, educational resource center, media production, circulation, maps, periodicals, and bibliographic instruction. Positions in the technical services include acquisitions, cataloging, and library research. Successful candidates must show evidence of demonstrable working experience in one of the areas listed. A full assistantship averages 20 hours of work and pays \$160 per week for 34 weeks of the academic year. Additionally, graduate assistants qualify for in-state tuition and for one-half tuition remission of 6 to 12 graduate credits per quarter during the academic year. Mankato State University Library, a dynamic information center for over 16,000 students and area users, has a staff of 25 librarians, 24 classified staff, 20 graduate assistants, and over 200 student workers. Memorial Library is the home of the PALS automated system, a nationally known integrated library system featuring an online catalog, a circulation system, an interlibrary loan module, a serials control system, and an acquisition system. Authority control and inventory control are under development. A letter of application outlining your experiences in an academic library, your resume, and the names and telephone numbers of three current references should be sent to: Thomas M. Peischl, Dean of the Library, **Mankato State University**, MSU Box 19, Mankato, MN 56002; telephone 507-389-5953. Applications from minorities are encouraged; Mankato State University is an equal opportunity University and employer.

MATERIALS WANTED

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

IN 1976 THE QUEENS LIBRARY acquired the morgue of the New York Herald Tribune, an eminent New York City newspaper which ceased publication in April 1966. Over the last ten years the Library has made the contents of the morgue, which comprise some five million clippings and 200,000 photographs, available to researchers and scholars, while selecting material pertinent to its other collections for preservation, or duplication and inclusion in them. At this time the Library finds it beyond its resources to continue to house and service the entire morgue. It therefore offers the entire newspaper clipping file to any non-profit organization capable of housing it. By way of description, it may be said that contents are limited to the early years of this century on to the time of the newspaper's demise. Representation prior to 1910 is very thin, with increasingly higher representation of each decade to the 1960's. The clipping files are arranged in separate alphabets for the following categories: Subject, Biographical, Dead, Celebrity, By-line. There is a card file of subject headings, with cross-references, to the subject files. Letters of inquiry should be sent by 15 March 1989 to: C.F.J. Young, **Long Island Division, Central Library**, 89-11 Merrick Boulevard, Jamaica, NY 11432. Arrangements for examination of the morgue can be made with Mr. Young.

Salary guide

Listed below are the minimum starting salary figures recommended by 17 state library associations for professional library posts in these states. Job seekers and employers should consider these recommended minimums, as well as other salary surveys (such as the survey in the October 15, 1988, issue of *Library Journal*, the *ALA Survey of Librarian Salaries*, the annual *ARL Salary Survey*, or the annual *CUPA Administrative Compensation Survey*) when evaluating professional vacancies. For more information, contact the ALA Office for Library Personnel Services.

Connecticut	\$22,200
Indiana	varies*
Iowa	\$18,792
Kansas	\$17,500
Louisiana	\$20,000
Maine	varies*
Massachusetts	\$22,000
New Hampshire	\$17,500
New Jersey	\$22,000
New York	varies*
North Carolina	\$20,832
Ohio	\$20,024
Pennsylvania	\$20,000
Rhode Island	\$20,000
Vermont	\$19,000
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.*

POSITIONS OPEN

ART AND ARCHITECTURE LIBRARIAN. Manages the Art and Architecture Library which provides library services to users in the School of Architecture, School of Fine Arts, and the Department of Art and Archaeology; performs bibliographic duties and is responsible for collection development in related subject areas; performs online searches in assigned subject areas. Qualifications: MLS from an ALA-accredited library school, degree in Art or Architecture, reading knowledge of German, Italian or French; academic library experience, preferably in public services; knowledge of online searching, preferably in DIALOG or RLIN; supervisory experience with the ability to make independent judgments and to organize work; knowledge of preservation techniques helpful. Salary range \$23,064-\$28,836. Send letter of application, resume and three letters of reference to: Virginia F. Toliver, Director of Library Personnel and Administrative Services, **Washington University Libraries**, 1 Brookings Drive, St. Louis, MO 63130-4899. Position will remain open until filled. Initial review of applications will begin January 20, 1989. Employment eligibility verification required upon hire. Washington University is an equal opportunity, affirmative action employer.

ASSISTANT DIRECTOR FOR ACCESS. Wayne State University Libraries. This unrepresented position is responsible for the management, services, and systems in public services as assigned. Also responsible for staff training and preparation of staff manuals supporting staff training and operations. Development of systems applications and/or improvements in systems resulting in better service and cost effectiveness. Master's degree from an ALA-accredited library school is required. Experience with online bibliographic retrieval systems, preferably NOTIS, required. Effective verbal and communication skills are essential. Strong leadership and good interpersonal skills are also required. Applicants should also have good initiative, a high motivation level, and the ability to handle the public with tact and diplomacy. Wayne State University is a national research university located in an attractive part of the city in a parklike setting of Detroit's Cultural setting. Salary \$37,000+ negotiable depending on background, qualifications and experience. Excellent fringe benefits, tuition reduction for dependents, relocation assistance. Position available immediately. Applications will be considered in order of receipt. Applications will be considered until posting is filled. Please send resume and/or call immediately; Suzanne Carol Schuelke, Assistant to Dean of Libraries, **Wayne State University Libraries**, 134 Purdy Library, Detroit, MI 48202; (313) 577-4238. Wayne State University is an Affirmative Action, Equal Opportunity Employer.

ASSISTANT DIRECTOR FOR INFORMATION SERVICES. The University of Houston Libraries seek to build an innovative information environment through the application of advanced information technology to the units which directly serve students and faculty. Under general direction of the Associate Director for Public Services and Collection Development assumes a leadership role in planning and implementing services that incorporate new technological capabilities in meeting informational needs. Develops and manages Information Services programs including Reference/Information Desk, Electronic Information Center, Computerized Information Retrieval Services, library instruction, government documents and four branch libraries. Staff includes 13 librarians, 14 FTE support staff plus student assistants. Requires ALA-accredited Master's degree; minimum four years relevant professional experience; ability to work with and relate well to a diverse constituency; excellent analytical and communication skills; initiative, creativity, organizational ability; ability to maintain effective working relationships with colleagues in the Libraries and the University; decisiveness, intellectual independence, and willingness to express a point of view; and ability to function in a matrix-oriented team environment. Salary: \$35,000 depending on qualifications. Excellent benefits package; choice of retirement programs; no state or local income tax. As the research library for a four campus system, the University of Houston Libraries holdings exceed 1.5 million volumes, with a current materials budget of \$2.2 million. Total staff includes 45 professionals and 130 support staff. The Library is a member of ARL. Nominations or applications received by February 15, 1989, will receive first consideration. Preliminary interviews may be held during ALA Midwinter. Send nominations or applications with resume and names of three references to: Dana Rooks, Assistant Director for Administration, **University of Houston Libraries**, Houston, TX 77204-2091. Equal Opportunity Employer.

ASSISTANT TECHNICAL SERVICES LIBRARIAN, Gettysburg College. Musselman Library has a collection of over 300,000 volumes housed in an award-winning building completed in 1981 and has implemented an integrated online system. The position offers opportunity for professional growth and increasing responsibility. Responsibilities: 1) Performing and supervising copy, variant, and original cataloging of print and nonprint materials; 2) developing and implementing local cataloging policies and procedures; 3) implementing and supervising preservation policies and procedures; and 4) acting as the cataloging and authorities modules coordinator for the integrated system. Other technical services responsibilities envisioned will depend on the qualifications of the incumbent. Librarians are responsible for sharing in scheduled general reference assistance and serving as collection development liaisons. Qualifications: 1) MLS from ALA-accredited institution; 2) cataloging experience; 3) working knowledge of OCLC or RLIN, MARC formats, AACR2, LC classification, LCSH and name authority; 4) analytic and problem-solving skills and a creative mind; 5) strong oral and written communications; and 6) supervisory experience. Salary: \$21,000 minimum. Full job description and related documents sent upon request. For fullest consideration, submit graduate transcript(s), vita, placement

file, and names of 3 references before February 17, 1989 to: Willis M. Hubbard, College Librarian, Musselman Library, **Gettysburg College**, Gettysburg, PA 17325-1493; 717-337-7002. Beginning date negotiable. Gettysburg College is a highly competitive liberal arts college related to the Evangelical Lutheran Church in America. It is an affirmative-action, equal-opportunity employer. Women and minority candidates are encouraged to apply.

ASSISTANT TO THE DEAN (SYSTEMS AND PLANNING), The Henry Madden Library of California State University, Fresno seeks a systems librarian to participate in planning, procuring and implementing an integrated online public access catalog and circulation system and then direct the operation of the new system. Required qualifications: a master's degree from an ALA-accredited institution; substantial experience as a professional librarian, preferably in an



LIBRARY SYSTEMS ANALYST

University of Southern California

The University of Southern California Libraries is seeking a Library Systems Analyst. Reports to Deputy Assistant University Librarian for Academic Information Services. Responsible for software management, user services support for GEAC integrated library system. Manages and installs software upgrades and system policy parameters for all modules. Works with library policy/procedure committees. Supervises installation of software and implements policy decisions. Works with Staff Development Officer in developing and conducting training programs for library staff. Works with AIS staff on developmental projects.

MLS/ALA-accredited library school; knowledge and experience in systems analysis, computer hardware and software technologies, ability to work with MARC format and applications to automation. Experience with GEAC system in academic library preferred for enhancing and adding new modules. Rank and salary negotiable, depending on background and experience. Minimum starting salary: Librarian II \$30,495/Librarian III \$36,166, plus benefits. Position open immediately, until filled.

Apply to:

Carolyn J. Henderson
Associate University Librarian
for Administrative Services
Doheny Memorial Library
University of Southern California
University Park, Los Angeles, CA 90089-0182

Submit letter of application, resume, names and phone numbers of three references. Refer to Library Systems Analyst, Position #120-A/ACRL.

AA/EEOE.

academic library, including experience with computer-based systems. Preferred qualifications: knowledge of library systems analysis, computer hardware/software technologies and MARC and its application to automation; experience in planning, procuring and implementing an online public access catalog and circulation system; experience in writing technical specifications for online library systems; and other educational background/training related to the duties of the position. Course work in systems analysis and/or computer programming is preferred. Full-time, tenure-track, twelve-month appointment. Appointment date: 3 April 1989. Appointment at rank appropriate to qualifications. Salary range \$31,680-\$55,548. Liberal university-paid benefits. Informational consultations will be available at the ALA midwinter meeting. Correspondence, applications, and confidential papers should be sent by 6 February 1989 to: Vincent Smith, Search Committee Chair, Henry Madden Library, Administrative Office, **California State University, Fresno**, Fresno, CA 93740-0034. An Affirmative Action, Equal Opportunity Employer.

ASSISTANT TO THE HEAD, LIBRARY SYSTEMS, Yale University Library. Minimum rank: Librarian I. Provides staff support for all phases of work related to the development, implementation and on-going operation of automated library systems. Qualifications: MLS degree from an ALA-accredited library school. Prior experience in a large research library. Interest in and aptitude for the support of automated systems. Systematic approach to work, with attention to detail. Excellent analytical skills. Excellent oral and written communication skills, with demonstrated ability to write clearly and logically. Organizational ability, including ability to manage broad variety of tasks in response to varying time pressures and constantly changing priorities. Ability to work independently. Experience with personal computers. Salary and rank dependent on qualifications; from a minimum of \$25,000. Application deadline: January 31, 1989. Please send letter of application, resume, and names of 3 references to: Maureen Sullivan, Head, Library Personnel Services, **Yale University Library**, P.O. Box 1603A Yale Station, New Haven, CT 06520. An EEO/AA employer.

ASSOCIATE CURATOR. The University of Alabama seeks applicants for the position of Associate Curator to assist the Assistant Dean for Special Collections and Preservation with general administration of Special Collections. Special Collections Department includes rare books, extensive local history collections, historical manuscripts, university archives, the Office of Records Management and conservation and preservation activities. Qualifications: MLS from a program accredited by ALA with archival concentration or graduate degree in History (American) or related field. Minimum three years

relevant experience preferably in an academic library. Demonstrated supervisory experience with ability to work productively with researchers, faculty, students, and library personnel at all levels. We expect to hire at the Assistant or Associate Professor rank. Rank and salary dependent upon experience and qualifications. Salary \$21,000-\$26,000. Permanent, 12-month, full-time position, tenure track. Twenty-two days vacation, sick leave, Blue Cross/Blue Shield, State and TIAA/CREF retirement plans. Send letter of application, resume, names and addresses of three references to: Sondra Tucker, Libraries Personnel Officer, **The University of Alabama**, P.O. Box 870266, Tuscaloosa, AL 35487-0266 by the application deadline, January 31, 1989. The University of Alabama is an equal opportunity, affirmative action employer.

ASSOCIATE DIRECTOR AND HEAD OF PUBLIC SERVICES, Law Library, Washburn University School of Law. This 12-month position is available immediately (starting date negotiable) and carries general faculty status. Responsibilities include oversight of day-to-day library operations, supervising 6.5 FTE public service staff, collection development, shares responsibility for planning for facilities, automation, services, other duties assigned by Director. Qualifications: MLS from ALA-accredited library school, JD from ABA-accredited law school, experience in academic law library, ability to communicate orally and in writing, supervising effectively, legal reference skills. Preference given to candidates with computer-based library technology skills. Salary commensurate with experience and qualifications. Minimum: \$29,000. Application deadline: February 15, 1989. Send letter of application, resume, and three references to: John Christensen, School of Law Library, **Washburn University**, Topeka, KS 66621; (913) 295-6688. Washburn University is an Affirmative Action, Equal Opportunity Employer.

ASSOCIATE LIBRARIAN, University of Michigan, cooperative access services Michigan Information Transfer Source (MITS). Duties: responsible for planning and direction of MITS which includes: budget planning and fiscal management, developing policies for service, providing bibliographic expertise to identify material requested, and designing research projects for clients. Also responsible for the hiring, training, and evaluation of all MITS staff and for preparing marketing plan, promoting the MITS service to potential clients in business and industry, and for representing MITS to individuals, businesses, and groups at the local, state, regional, and national level. Required: accredited MLS, 3 years post-MLS experience. Good interpersonal and communication skills, ability to relate well to supervisors, coworkers, students and clients, creativity and flexibility, ability to deal with changing priorities based on clients'

AUTOMATED SYSTEMS ADMINISTRATOR

California State University, Northridge Library

Reports to the library associate dean. Responsible for conception, design, implementation and operation of automated systems; provides advice to library administration and faculty on all aspects of automation. Responsible for development of bid specifications for systems procurement; is primary library contact with vendors. Supervises library systems unit and training of its staff. Qualifications: equivalent to graduation from a 4-year college and equivalent to 5 years progressively responsible experience developing specifications for, implementing, and managing automated library systems. Experience with MARC database management, Geac library systems, microcomputer and local area network applications in library environment and computer programming experience desirable. Salary recruitment range: \$3,304-\$4,030/month. Actual salary negotiable. Full-time, 12-month appointment. Appointment date: ASAP. Application deadline: **February 28**.

Applications: Send letter of application, resume, and names, addresses, and phone numbers of 3 professional references to:

Office of Personnel and Employee Relations
California State University, Northridge
18111 Nordhoff St.
Northridge, CA 91330

An equal-opportunity, affirmative-action, Title IX, Section 503/504 employer.

Head, Reference Department

Brown University Library

Reports to the Assistant University Librarian for Public Services and Collection Department. Responsible for the administration of the Reference Department and the supervision of the reference staff; the provision of instruction on effective library usage; the planning and management of information technologies as they impact traditional references services; collection development for reference; and a member of the Libraries' Administrative team. Successful candidates should be interested in the challenges of today's technologically sophisticated libraries, cooperative efforts with computer staff, and the possibility of organizational changes brought on by technological change. The Brown University Library has a new CD ROM project underway. An electronic reference service and an on-line catalog are accessible to the campus network. Requirements: MLS degree from an ALA accredited library school; 3 years of reference experience in a research library, including supervisory responsibilities, reading knowledge of one foreign language and a working knowledge of others. Working knowledge of automated library systems and bibliographic instruction; management experience and ability to take a leadership role with reference staff; knowledge of trends and issues in academic research libraries and the ability to participate with other library administrators in planning for the future; effective oral and written communication skills and demonstrated ability to work effectively with faculty, students, and staff. Hiring range: \$31,900 to \$39,900 based upon experience.

To be assured of consideration, please send letter of application, resume and names of 3 references by February 28, 1989 to Geneva Ferrell, Personnel Office, Box 1879/MG0818, Brown University, Providence, RI 02912.



Brown University

Brown University is an Equal Opportunity/
Affirmative Action Employer

needs, demonstrated organizational skills, and the ability to make decisions. Reference and database searching experience, and supervisory experience. Interest in, and knowledge of information systems and databases. Desired: 5 years experience in a large research library, budget and planning experience, background in dealing with clientele similar to the primary clientele of MITS (business, technology, etc.), marketing and/or promotion skills and experience. Working knowledge of Western European language to assist in bibliographic verification. Minimum of \$24,500 dependent on previous relevant experience. Applications received by January 30 will be given first consideration. Apply to: Lucy R. Cohen, Manager, Library Personnel and Payroll Services, **University of Michigan**, 404 Harlan Hatcher Graduate Library, Ann Arbor, MI 48109-1205. The University of Michigan is a nondiscriminatory, affirmative-action employer.

AUTOMATED SERVICES LIBRARIAN. Alma College, a selective liberal arts college, seeks a multi-talented, experienced librarian to manage Dynix automated library system (PAC, CIRC, CAT, ACQ, and SERIALS modules). Direct responsibility for Circulation, ILL, and online database searching; supervision of two support staff and 25 student assistants; some evening and weekend reference work. Preference to candidates with pertinent experience and/or a second subject master's degree. Automation experience preferred but not required. ALA-accredited MLS required. Faculty status; excellent fringe benefits. Expected salary range \$22,500-\$27,500 depending on education and experience. Forward full credentials, including transcripts and three confidential letters of reference before February 3, 1989, to: Peter Dollard, Library Director, **Alma College** Library, Alma, MI 48801. Equal-opportunity, affirmative-action employer.

BIBLIOGRAPHER FOR THE LIFE SCIENCES, Librarian I. The University of Maryland College Park Libraries invites nominations and applications for a Librarian I position, Bibliographer for the Life Sciences. Provide direct support for campus curricula, teaching and research by developing library collections in: Animal Sciences, Botany, Zoology, Biology and Agricultural Sciences. Nature of collection development work includes: analysis of collections for strengths and weaknesses; formulation and application of collecting policies; monitoring of expenditures; developing and maintaining close working relationships with faculty and other users, with the book trade world, and with other library employees; coordinating collection management activities of selectors in allied disciplines. The UMCP Libraries is an ARL member. Required: MLS from an ALA-accredited program. Graduate degree in one of the subject areas described above. Working knowledge of one of the following languages: French, German, Italian, Russian, or Spanish. Experience: Required: Minimum three years professional library experience, preferably in collection development. Preferred: Collection development experience in ARL Library, including collection analysis, collection development policy formulation and application; work experience in dealing with the book trade; demonstrated ability to deal successfully with a broad range of library functions, ability to interact effectively with library staff and diverse clientele, and ability to communicate effectively in oral and written form. Salary: \$27,264-\$36,486. Salary commensurate with experience. Excellent fringe benefits. For full consideration, submit resume and names/addresses of 3 references by February 28, 1989 to: Virginia Sojehdei, Personnel Librarian, McKeldin Library, **University of Maryland**, College Park, MD 20742. The University of Maryland is an affirmative action, equal opportunity employer.

CATALOG LIBRARIAN. Coordinate catalog department in State University of New York liberal arts college. Required: ALA-accredited MLS or equivalent; 3-5 years original and copy cataloging experience; thorough knowledge of cataloging principles and procedures, including AACR2, LC classification and subject headings, OCLC MARC formats; understanding of cataloging application of library automation. 12-month, tenure-track faculty appointment. Salary: \$30,000-\$37,000. Start about April 1, 1989. Send resume by February 10, 1989, to: Screening Committee CL-CRLN, Office of Personnel & Affirmative Action, **SUNY College at Old Westbury**, Old Westbury, NY 11568-0210. Affirmative Action, Equal Opportunity Employer.

CATALOG LIBRARIAN. DePauw University, an independent, private, coeducational liberal arts institution located 40 miles west of Indianapolis, is seeking a catalog librarian. The person in this position will be responsible for original cataloging utilizing OCLC in all MARC

formats; for all cataloging of musical scores, AV materials, and curriculum materials; and for complex copy cataloging of monographs and serials. The catalog librarian will also participate in Technical Services Department management and in collection development and will serve as a liaison to selected academic departments. Qualifications include an MLS from an ALA-accredited program, the ability to work well with faculty and staff, and a service-oriented view of library science. Experience with AACR2, LCSH, LC Classification, and OCLC is strongly desired. Knowledge of one or more foreign languages is strongly desired. Applications from minorities are particularly encouraged. The position is a 12-month position with faculty status and excellent benefits. Salary: \$20,000-\$22,000 depending upon credentials. Send letter of application, resume, and three letters of reference to: Diane E. Murray, Director of Libraries, **DePauw University**, Box 137, Greencastle, IN 46135. Review of applications will begin January 30, 1989. DePauw University is an affirmative action, equal opportunity employer.

CATALOG LIBRARIAN. Performs original and adaptive cataloging according to AACR2, OCLC, and LC standards; creates and maintains records in card and online files; participates in formulating cataloging policies and procedures; assists with training personnel; is responsible for maintaining local OCLC documentation and terminal operations. Qualifications: MLS from an ALA-accredited library school; academic library cataloging experience with AACR2 and LC classification desirable; knowledge of OCLC and other automated systems desirable; working knowledge of a Western foreign language, preferably German. Minimum salary \$19,728. Send letter of application, resume and three letters of reference to: Personnel Office, Box 1184, **Washington University**, One Brookings Drive, St. Louis, MO 63130-4899. Position will remain open until filled. Initial review of applications will begin February 10, 1989. Employment eligibility verification required upon hire. Washington University is an equal opportunity, affirmative action employer.

CATALOGER, SPECIAL FORMATS. The University of Nevada, Las Vegas, seeks a Special Formats Cataloger. Catalogs nonbook materials using OCLC and Carlyle systems. Formats include sound recordings, maps, educational media, computer files, video recordings, and manuscripts. Revises the work of staff in Nonbook, Special Collections and Government Documents sections who edit OCLC copy. Reports to Head of Cataloging and participates with other section staff in developing policies and procedures, in retrospective conversion, and in special projects. Serves on university and library committees. Required: ALA-accredited MLS; knowledge of AACR2, LC classification and subject headings; ability to relate well with staff; willingness to be flexible in work assignments. Preferred: Two years' experience working with OCLC/MARC formats for audio-visual materials, music, maps or manuscripts; knowledge of one European language. Salary: \$21,088 minimum. Excellent benefits, including TIAA/CREF, no state income tax. Send application letter; resume; name, address and telephone number of three references by March 15, 1989, to: Mary Dale Deacon, Director of Libraries, **University of Nevada, Las Vegas**, Las Vegas, NV 89154. Libraries have 12-month, tenure-track appointments with 24 days vacation. UNLV is an AA/EEO institution.

COORDINATOR OF INSTRUCTIONAL RESOURCES. The University of Alabama School of Social Work, Tuscaloosa, Alabama, invites applications for the position of Coordinator of Instructional Resources to provide a full range of services, including development and interpretation of social work reference collection to the university community, collection development in social work, library user instruction, database and end-user searching and instruction, preparation of bibliographies and other library aids, and supervision of student assistants. Some evening and weekend service required. Qualifications Required: An MLS from a program accredited by ALA; in-depth knowledge of basic social work reference sources.



DIRECTOR OF CENTRAL UNIVERSITY LIBRARIES

Southern Methodist University

Southern Methodist University invites applications and nominations for the position of Director of Central University Libraries.

SMU is a private, selective university with strong liberal arts orientation, located in University Park, a suburb of Dallas. Founded in 1911 by what is now the United Methodist Church, the University enrolls some 8,000 students in six degree-granting schools, and offers degree programs from baccalaureate through doctoral levels in a wide array of disciplines and fields. Externally funded faculty research in 1987-88 exceeded ten million dollars.

The Central University Libraries consist of seven units serving undergraduates, graduate students and faculty in the schools of humanities and sciences, engineering, arts, and business. The collection comprises more than 1.7 million books (total volumes in the University exceed 2.4 million); CUL employs 76 librarians and support personnel. The Director works directly with the Librarians of Theology, Law and Automation in a Council of Library Directors. The Director of Central University Libraries reports to the Provost and is responsible for library planning, budget administration, collection development, service policies, and representation of the libraries in consortia and fundraising activities.

An MLS degree from an ALA-accredited program is required; scholarly activity in library science or in other fields also is desirable. Applicants must have extensive experience in university library administration, in fiscal and personnel management, and familiarity with current academic library trends. The appointment will begin July 1, 1989. Salary: Minimum \$60,000; excellent benefits package.

The application deadline is **February 1, 1989**. Nominations, curriculum vitae and list of references should be submitted to:

Leroy Howe
Chair, Library Director Search Committee
Perkins School of Theology
Southern Methodist University
Dallas, TX 75275

SMU is an Affirmative Action, Equal Opportunity, Title IX Employer.

and national bibliographies; ability to work effectively with faculty, students, and library personnel at all levels; excellent oral and written communication skills; commitment to client-centered services. Desirable: Reference experience in a large academic library or a special library; experience in online searching, government documents, and bibliographic instruction; bachelor's or master's degree in social work or a master's degree in a relevant social science area highly desirable. Salary/Benefits: Twelve-month, strong benefits. Salary in the \$20's and dependent upon qualifications and experience. Projected date of appointment is April 1, 1989. To apply, send letter of application, resume and names and addresses of three references to: Sharon Shelton, Assistant Dean, School of Social Work, the **University of Alabama**, 110 Little, Tuscaloosa, AL 35487-0314, by February 1, 1989. The University of Alabama is an Equal Opportunity, Affirmative Action Employer.

DIRECTOR OF LIBRARY, SUNY/College at Purchase. Nominations and applications are invited for the position of director of the library. The college, founded in 1967, and located 25 miles north of New York City, offers programs in the liberal arts and conservatory training in the performing and visual arts. A spacious library building, completed in 1987, houses a collection of 230,000 volumes (plus depository documents, microforms, and nontext materials) and an AV center. Purchase is an OCLC library with a Carlyle online catalog, automated serials system, and an active instructional program in in-

REFERENCE LIBRARIAN

California State University, Fullerton (Department of Public Services)

Tenure-Track Library Faculty appointment. Responsibilities: CSUF is recruiting a librarian to participate in general reference services, bibliographic instruction, collection development, and other duties as assigned in the Department of Public Services.

Requirements: MLS from ALA-accredited institution or equivalent. Second advanced degree or doctoral equivalency required for tenure. Effective interpersonal and communication skills. Experience or training in computer-assisted reference services (e.g., online database searching, CD-ROM).

Desirable Qualifications: At least two years of professional reference experience in music/fine arts or science/engineering. Consideration also given to recent library school graduates possessing a second advanced degree in one of the above subjects. Preference also given to candidates with experience in document delivery and/or interlibrary loan. Salary: Minimum \$31,680.

Application: Please address resume including the names and addresses of three references and/or requests for further information to:

Sharon K. Perry
Chair, Public Services Recruitment Committee
University Library
California State University, Fullerton
P.O. Box 4150
Fullerton, CA 92634

Deadline for application is February 13, 1989, or until such time as the position is filled. The full description is available upon request.

Affirmative Action, Equal Opportunity, Title IX Employer.

formation competence. Minimum qualifications: Master's degree from an ALA-accredited library school, record of academic and professional achievement sufficient to qualify the candidate for the academic rank of Librarian, demonstrated leadership and managerial skills, ability to work with faculty, administrators, the community, and various library constituencies, and experience with automation. Position has faculty status, tenure track, and requires active participation in library operations. Salary depends on qualifications and experience; minimum, \$50,000. Excellent benefits. Review of applications will begin on January 23. Applications, including the names of at least 3 references, should be forwarded to: Peter Brown, Affirmative Action Officer, **SUNY at Purchase**, Purchase, NY 10577. SUNY at Purchase is an affirmative-action, equal-opportunity employer.

DIRECTOR, TIREMAN LEARNING MATERIALS LIBRARY. Permanent full-time tenure-track position. Duties: Administers branch library which includes print and non-print multi-cultural materials for elementary and secondary classroom instruction, bilingual collection, children's literature, Regional Textbook Evaluation Center, and educational software preview lab. Serves on the Council of Department Heads, the administrative body of the General Library. Works closely with the Faculty of the College of Education and selects materials for Tireman and related education fields in the main library collections. Required: Master's degree from ALA-accredited program, extensive work with education materials including collection development. Preferred: A minimum of five years progressively responsible professional library experience in public services and a second Master's degree in education are preferred. Substantial administrative experience, teaching experience, and reading knowledge of Spanish are highly desirable. The incumbent will comply with the policies of the *Faculty Handbook* including research, publication, and service to the profession and community. Dependent on qualifications, from \$30,000. Submit resume (including names and addresses of three references) by January 14, 1989, to: Rita Critchfield, General Library Personnel Office, **University of New Mexico**, Albuquerque, NM 87131. Recruitment will continue until position is filled. AA/EEO.

FOREIGN LITERATURE BIBLIOGRAPHER AND REFERENCE LIBRARIAN (Search Revised & Reopened). Requirements: MLS (ALA-accredited) plus minimum of two years academic library experience in collection development and maintenance in the humanities, including foreign languages and literature. Desired Qualifications: Collection development and maintenance experience dealing with library materials in all formats; reference experience; advanced degree, PhD preferred in either comparative literature or one of the following modern literatures: Spanish, German, French or Russian; experience in using online systems. Responsibilities: Development and maintenance of the collection in foreign languages and comparative literatures, and allied humanities disciplines. Participates in reference service part-time. Members of the library faculty must meet University requirements (excellence in librarianship; research and publishing; and service) for promotion and tenure. Status and Benefits: Faculty status and responsibilities. Rank commensurate with education and experience. 12 month appointment with annual vacation of 22 days. Flexible benefit programs with open enrollments annually. Group life, medical and disability insurance programs are in effect as are TIAA-CREF retirement and Social Security coverage. Salary: \$22,000 and up depending on qualifications. Application Deadline: March 1, 1989 or until position is filled. Apply to: Thomas L. Haworth, Personnel Officer, Libraries, Stewart Center, **Purdue University**, West Lafayette, IN 47907. Please send resume and list of references. An Equal Opportunity, Affirmative Action Employer.

HEAD OF CATALOG MANAGEMENT (Search extended) Oversees the Catalog Management Section which supports bibliographic control and database building activities of Northwestern University Library and its NOTIS participants, including: management of the online catalog and authority file; input and revision of bibliographic, authorities, and circulation data; retrospective conversion; update of holdings data to reflect material transfer, withdrawal, or addition; materials preparation. Participates in the development of the NOTIS system, and in policy and procedure formulation for the Catalog Department and for NOTIS usage. The Section consists of 1.5 librarians; 9 support staff, and hourly staff. Qualifications: Master's Degree from an accredited library school program; working knowledge of two or more modern foreign languages, preferably including Ger-

man or a Romance language. Three years professional experience in cataloging and/or catalog management, including significant experience in original cataloging and authority control performed in an

automated environment. Demonstrated organizational and supervisory capabilities. Hiring Range: \$25,000-\$29,000. Send application and resume including names of references by February 28, 1989, to:



**Ball State
University**

**FOUR POSITIONS
Ball State University**

Ball State University, located in Muncie, Indiana, is a comprehensive regional University of about 1,000 faculty and 18,000 students. The University Libraries consist of a main collection and two branch libraries. Collections total 1.4 million volumes and a large, active media collection. The library system has an online public catalogue and provides computerized database searching, including CD-ROM. The following positions are for a twelve-month appointment with 24 days vacation and excellent fringe benefits. Possible tenure-track appointment with faculty rank and status depending on credentials. Consideration of credentials will begin immediately and will continue until the positions are filled.

Architecture Librarian: Responsible for all services and operations of the Architecture Library; serves as liaison between University Libraries and the College of Architecture and Planning. Plans, develops, and promotes services; supervises and evaluates personnel; provides reference and instructional services; develops and evaluates the Architecture Library collections; monitors expenditure from budgets for acquisitions, supplies and equipment, and student wages in Architecture Library. Minimum Qualifications: MLS from ALA-accredited program or equivalent; at least two years experience as a public service librarian. Preferred Qualifications: Additional earned degrees at the graduate or undergraduate level in architecture or art; prior experience working in an architectural library. Salary negotiable: \$24,000 minimum

Educational Resources Reference and Circulation Librarian: Responsible for reference and circulation services for the Educational Resources media and print collections and shares responsibility for collection development. Manages and provides reference and information services; promotes and coordinates use of Educational Resources within the library and the University; manages circulation; supervises and evaluates personnel; provides instruction in using collections and develops instructional materials; specializes in curriculum, text book and juvenile materials and does collection development in those areas; assists Head of Educational Resources Public Services with projects, reports, etc. Minimum Qualifications: MLS from ALA-accredited program or equivalent; at least two years experience in library public services or in an educational setting. Preferred Qualifications: Course work/degree in instructional media, children's literature, or education; supervision of a library media center; classroom teaching experience. Salary negotiable: \$20,000 minimum.

Instruction Librarian: Directs the activities of the Office of Library Instruction, including supervising, scheduling, teaching, and coordinating materials and equipment. Promotes and provides instruction in library use and bibliography; develops instructional materials; assists with planning, implementing, developing, and evaluating programs and services; oversees scheduling of instruction and orientation sessions; provides reference service as assigned. Minimum Qualifications: MLS from ALA-accredited program or equivalent; effective communication skills. Preferred Qualifications: Second master's degree, reference experience, particularly with computerized reference sources; classroom teaching experience. Salary negotiable: \$20,000 minimum.

Reference Services Librarian: Helps users gain access to information through print and computerized resources, instruction in library use, and referrals to other library services. Provides direct reference service to users from the University and community; shares in reference assignments including evenings, weekends, and academic recesses; teaches classes in use of library resources; searches computerized databases; prepares bibliographies and aids for library use. Minimum Qualifications: MLS from ALA-accredited program or equivalent; effective communication skills. Preferred Qualifications: Second masters degree, reference experience, particularly with computerized reference sources; classroom teaching experience. Salary negotiable: \$20,000 minimum.

Send letter of application, resume, graduate transcripts (unofficial copies acceptable), and a list of three references, including addresses and telephone numbers to:

**Nyal Williams
Chairperson, Department of Library Service
Ball State University
Muncie, IN 47306**

Ball State University Practices Equal Opportunity in Education and Employment.

Ann Smith, Manager, Library Personnel, **Northwestern University** Library, Evanston, IL 60208. An Affirmative Action, Equal Opportunity Employer.

HEAD OF REFERENCE. The University Libraries of Notre Dame are seeking an experienced librarian with the leadership ability, energy, and vision to lead a dynamic, service-oriented reference program. Our Reference Department has six experienced librarians and nine staff members and includes Interlibrary Loan, Bibliographic Instruction, Online Search Services, and Government Documents. The successful applicant will have an MLS from an ALA-accredited program and will have demonstrated achievement in most of the following areas: the implementation of innovative and successful reference and instructional programs and services; the use of new technologies to expand or improve service; the management and development of professional staff; the analysis of academic user needs and the evaluation of library services; and the active participation in the profession or in an area of scholarly interest. For full consideration, applications should be received by January 15, 1989. Send to: Peggy Weissert, Library Personnel Officer, Theodore M. Hesburgh Library, **University of Notre Dame**, Notre Dame, IN 46556. Preliminary interviews will be held at ALA Midwinter. Start date: ASAP. Salary: \$32,000 minimum. An Affirmative Action, Equal Opportunity Employer.

HEAD, MATHEMATICS LIBRARY, Penn State University Libraries. The Penn State University Libraries are seeking qualified applicants for the position of Head of the Mathematics Library at the University Park campus. The Mathematics Library's collection includes 35,000 volumes and over 500 current periodical and serial

subscriptions. The collection supports instruction and research in mathematics, statistics and computer science. The Mathematics Librarian, a member of the University Libraries faculty, is responsible for overall library administration and services, participation in planning, instruction, development of collections, online database searching and effective involvement with students and faculty. The position reports to the Chief of the Science and Technology Department, Reference and Instructional Services Division. Requirements: ALA-accredited MLS or equivalent, plus three years of professional experience and demonstrated knowledge of the resources in the relevant fields. Educational background in Mathematical Sciences preferred. Working knowledge of German, French or Russian highly desirable. Potential for promotion and tenure will be considered. The University Libraries include a central collection and six subject libraries at University Park, and libraries at twenty campuses throughout the Commonwealth. Collections include over 2.6 million volumes, as well as extensive holdings of maps, microforms, documents, archives and manuscript materials. Serving approximately 60,000 students and 3,000 faculty at all locations, the Libraries have developed an integrated, automated system (LIAS) which is being used in innovative ways to enhance and extend services. Penn State participates in ARL, RLG, OCLC and the Pittsburgh Regional Library Center. Position available immediately. Salary and rank dependent on qualifications, minimum \$27,000. Benefits include liberal vacation, excellent insurances, State or TIAA/CREF retirement options and educational privilege. To apply, send letter of application, resume and names of three references to: Nancy Slaybaugh, Personnel Coordinator, Box M-RL, **Penn State University**, E505 Pattee Library, University Park, PA 16802. Application deadline January 15, 1989. An Affirmative Action, Equal Op-

DIRECTOR, JACKSON LIBRARY

The University of North Carolina at Greensboro

A major asset in the University community, the Walter Clinton Jackson Library seeks an exceptional leader to fill its position of Director. Women and minorities are encouraged to apply.

The University of North Carolina at Greensboro is one of three doctoral granting institutions among the sixteen institutions of the greater University of North Carolina. UNCG has an enrollment of over 11,000 students of which 2,733 are graduate students, and 600 faculty. It includes the College of Arts and Sciences and the Schools of Business and Economics; Education; Health, Physical Education, Recreation, and Dance; Human Environmental Sciences; Music; and Nursing. The University is located in the Piedmont Triad (population approximately 950,000), an area of great natural beauty, diverse industry, cultural arts, and mild temperatures.

The Jackson Library collections total 1,800,000, including over 700,000 bound volumes, 700,000 microforms, and 400,000 documents. The Library is a member of SOLINET and is implementing the LS/2000 online system which contains records of all the Library's cataloged materials. The staff of 72, including 22 professional librarians, is strongly committed to excellence in service to the university community. The Director reports to the Vice Chancellor for Academic Affairs and is a member of the Deans Council.

Qualifications: The successful candidate must be a person of vision and proven leadership with a full understanding of the basic issues facing academic research libraries during the next decade. The individual should have clearly demonstrated the capability to deal successfully with issues regarding budget, collection development and preservation, automation, and personnel management. The candidate must have an MLS degree from an accredited ALA library program; and additional advanced degree or certificate is desirable. The person must qualify for tenure within the Library or in an appropriate academic department.

Salary: commensurate with qualifications with a minimum of \$65,000.

Application: Send letter of application and vita; names of three references; and a brief statement about your views of significant directions for academic libraries in the coming years. Application deadline, **March 1, 1989**, or until position is filled; nominations due February 1, 1989. Send all materials to:

Library Director Search Committee
201 Mossman Administration Building
University of North Carolina at Greensboro
Greensboro, NC 27412-5001

UNCG is an Equal Opportunity, Affirmative Action, Title IX, 504 Employer.

portunity Employer. Women and Minorities are encouraged to apply.

HEAD, SCIENCES & TECHNOLOGY DEPARTMENT (reopened search). Tenure-track, 12-month faculty appointment. Reporting to Assistant Director for Public Services, is responsible for organization, supervision, evaluation and training of department personnel; planning/coordinating ongoing service activities and new initiatives; managing department budget; and participating in service programs. The Department is responsible for providing library services for Sciences and Technology, with the following major subject areas: Agriculture and Forestry, Engineering, Physical Sciences, and Biomedical Sciences. Services include reference assistance; user instruction; access to information in electronic format; collection development; and supervision and maintenance of three branch libraries. Qualifications: ALA-accredited MLS degree. Three to five years professional experience, including supervision. Subject knowledge in an area served by department. Experience related to responsibilities of reference, collection development, instruction and searching—and an awareness of the application of automation to these services. Demonstrated interpersonal and leadership skills. Salary commensurate with experience and qualifications; minimum \$30,000. Send letter of application, resume, and names, addresses and telephone numbers of three references to: Ruth Ludwig, **Colorado State University** Libraries, 106 Morgan Library, Fort Collins, CO 80523 by April 1, 1989.

HEAD SERIALS LIBRARIAN. This is a professional position to manage both the technical and public service aspects of a serials operation. Supervises 3.5 FTE staff. Responsibilities include serials acquisitions, control, collection management, and service to patrons. Some evening and/or weekend work required. ALA-accredited master's degree, supervisory experience, and serials experience required. Tenure-track position requiring second Master's degree/sixth year certificate by year six. The salary range is \$2095 to \$2608 per month depending on qualifications. Estimated appointment date is March 16, 1989. First review of applications will be January 30, 1989; review will continue until the position is filled. Send letter of application, resume/vitae, and names of three references to: Harvey Varnet, Director of University Library, **Governors State University**, University Park, IL 60466. GSU is an Equal Opportunity, Affirmative Action University and encourages applications from members of minority groups and women.

HEAD TECHNICAL SERVICES DEPARTMENT. Hope College seeks an experienced Technical Services Librarian who will become part of a dynamic library staff. The Technical Services Librarian manages the technical services department (acquisitions, cataloging, serials, preservation) consisting of 4.5 FTE; performs original cataloging and serves as cataloging resource professional; and supervises implementation and operation of a DRA automated system. Required: An MLS from a program accredited by ALA; cataloging experience using OCLC or another bibliographic utility; knowledge of AACR2, LCSH, and LC classification. Demonstrated management and interpersonal skills, excellent written and oral skills, and a strong user-oriented philosophy. Desirable: Experience in original cataloging using a variety of MARC formats, especially serials, and experience with an automated library system. Twelve-month faculty contract, liberal benefits. Salary range: \$24,000 to \$30,000, depending on qualifications. Available immediately. Hope College, located five miles from Lake Michigan, is a four-year liberal arts institution affiliated with the Reformed Church in America. The college enrolls about 2,700 students and has a library collection of 250,000 volumes housed in an attractive new building. Send letter of application, resume, and names and telephone numbers of three references to: David P. Jensen, Director of Libraries, Van Wylen Library, **Hope College**, Holland, MI 49423. Applications will be accepted until the position is filled. Hope College is an Equal Opportunity Employer.

INFORMATION SERVICES LIBRARIAN The University of Minnesota Bio-Medical Library is seeking applicants for an Information Services Librarian position. Major responsibilities of the position are 1) reference desk services, 2) information management instruction, and 3) database searching. Some evenings and weekends may be required. Applicants must have completed their graduate degree from an ALA-accredited library school by the time the job begins, which is on or before July 15, 1989. Other desirable qualifications include 1) coursework in medical librarianship, 2) substantial coursework in a health or life science discipline, 3) reference experience in a

Head, Catalogue Department Brown University Library

Responsible for planning, development of policies and procedures, maintaining quality control, and supervision of 10 professional staff and 12 support staff. Brown University library is implementing an on-line catalogue and the Head, Catalogue Department will play an active role in this process.

Requirements: MLS degree from an ALA accredited library school; a minimum of 4 years' cataloguing experience, including some time in a supervisory position. Extensive knowledge of AACR, MARC format, LC cataloguing practices, and experience with bibliographic utility such as RLIN, OCLC or WLN; knowledge of modern foreign language. Organizational, leadership and demonstrated interpersonal skills are highly desirable. Experience with an automated local system is desirable. Hiring range: \$31,900 to \$39,900 based upon experience.

To be assured of consideration, please send letter of application, resume and names of 3 references by December 31, 1988 to Geneva Ferrell, Personnel Office, Box 1879/MG780, Brown University, Providence, RI 02912.

Brown University is an equal opportunity/affirmative action employer

Applications will be accepted until position is filled.



Brown University

health science library, 4) database searching experience, especially on BRS or NLM, 5) library instruction experience, and 6) MLA certification. The University of Minnesota Bio-Medical Library serves the Schools of Medicine, Dentistry, Nursing, Public Health Pharmacy, Mortuary Science, certain biological sciences, and the University Hospital. The Library has over 350,000 bound volumes and 4000 active journal subscriptions. Services include a busy reference/information desk; a growing library instruction program, including end-user instruction; and an active bibliographic search service. Other Library departments include a Learning Resource Center with extensive computer resources; Biomedical Information Service, a fee-for-service program; an automated technical services unit and an extensive history of medicine special collection. The Reference staff consists of six reference librarians and a secretary. Reference staff report to the Head of Public Services. This is a continuous appointment tract appointment at the Assistant Librarian rank. Librarians in this position are expected to meet criteria for reappointment and continuous appointment. Starting salary from \$24,000. Benefits in-

clude 22 vacation days; medical, dental, and life insurance; and retirement plans. Send letters of application, resume, and names and addresses of at least three references to: Barbara Doyle, Personnel Officer, **University of Minnesota**, University Libraries, 453 Wilson Library, 309 19th Avenue South, Minneapolis, MN 55455. Applications must be received by March 15, 1989. The University of Minnesota is an equal opportunity employer and especially invites and encourages applications from women and minorities.

LIBRARY DIRECTOR, Colorado School of Mines. CSM is a state university which grants undergraduate and graduate degrees in science and engineering. The Arthur Lakes Library is a 300,000-volume focused research library in science and engineering, with emphasis in mineral resources. The director is responsible for planning and directing all aspects of library operations. The appointment is a twelve-month, nontenured position which reports to the Vice President for Academic Affairs. Minimum salary is \$40,000. Minimum qualifications: Masters degree from an ALA-accredited pro-

DIRECTOR OF LIBRARY SERVICES

Donald O. Rod Library
University of Northern Iowa

The University of Northern Iowa invites applications and nominations for the position of Director of Library Services. The director reports to the Vice-President and Provost and is a member of the Council of Deans. The director has the primary responsibility for library administration, planning, and development.

Established in 1876, the University of Northern Iowa is one of three state-supported universities governed by the Board of Regents. It is accredited by the North Central Association of Colleges and Secondary Schools and the National Council for Accreditation of Teacher Education as well as several other professional accrediting agencies. Located in the Cedar Falls/Waterloo metropolitan area, which has a population of approximately 150,000, the university serves 11,500 undergraduate and graduate students enrolled in colleges of education, humanities and fine arts, natural sciences, and social and behavioral sciences, and a school of business.

The Donald O. Rod Library has 667,000 volumes and 2,950 current periodical subscriptions. The annual budget is approximately \$2,930,000, including \$790,000 for library materials. The library has a full-time equivalent staff of 88, including 23 librarians with faculty status and equivalent academic rank. The building was constructed in 1964 and expanded in 1975; a legislative appropriation for further expansion within the next decade is anticipated. A contract has been signed with Innovative Interfaces, Inc., for an integrated library automation system; implementation is scheduled to begin in Spring 1989.

Candidates **must** have an ALA-accredited Master's degree in library or information science and an additional earned advanced degree; and at least five years of successful administrative experience in an academic or research library. In addition, candidates must meet the following requirements: skill in managing budgets, facilities, and personnel; ability to plan and implement library services and programs; knowledge of, and commitment to, library automation; ability to serve as a representative and advocate of the library and its programs, and to work effectively with library staff and the larger university community; superior oral and written communication skills; continuing professional involvement.

Preferred qualifications include evidence of scholarly activity, such as a record of research or publication, and an earned doctorate.

This is a tenure-track position. Rank and salary are commensurate with qualifications and experience, with a minimum salary of \$60,000. The university provides an excellent benefits package, including TIAA-CREF, Blue Cross-Blue Shield, Delta Dental, and disability benefits.

Applications must be postmarked by **February 15, 1989**. Qualified candidates should submit a letter of application, resume, and a list of four references (with addresses and telephone numbers) to:

Katherine F. Martin
Chair, Library Director Search Committee
Donald O. Rod Library
University of Northern Iowa
Cedar Falls, IA 50613-3675

The University of Northern Iowa is an equal opportunity educator and employer with a comprehensive plan for affirmative action. The University specifically invites and encourages applications from minorities and women.

gram; significant progressively responsible experience, preferably in a science/engineering/technology library; demonstrated managerial skills including the ability to motivate staff. Application deadline is January 31, 1989. Send letter of application, resume and 3 references which include name, address and telephone number to: Mary Dale, Assistant to the Vice President for Academic Affairs, **Colorado School of Mines**, Golden, CO 80401. CSM is an affirmative action, equal opportunity employer.

LIBRARY INSTRUCTION COORDINATOR, Northern Illinois University Libraries, DeKalb, Illinois. Seeking a qualified individual to fill a 12-month, tenure-track position at the rank of assistant professor or above, depending on qualifications. Responsibilities: Under the direction of the head of general reference department participates in the full range of departmental activities including reference service, online database searches, and library instruction. Applicants should have a strong commitment to public service oriented librarianship. Coordinates NIU Libraries' library instruction services. Qualifications: MLS from an ALA-accredited library school and a second master's degree or thirty hours beyond the MLS required for an appointment at the rank of assistant professor. Demonstrated ability to communicate effectively. Public services experience preferred. Salary and Benefits: \$22,000 minimum for a 12-month contract; Illinois Retirement System; faculty status and rank. Applications: Applications received by March 15, 1989, will be given first consideration, but applications will continue to be accepted until the position is filled. Send a cover letter with: 1) a complete statement of qualifications, 2) resume of education and relevant experience, and 3) at least three names, addresses and telephone numbers of references to: Elizabeth A. Titus, Assistant Director for Public Services, 414 Founders Memorial Library, **Northern Illinois University**, DeKalb, IL 60115.

MANAGEMENT TRAINEE. Seeking a flexible, innovative individual interested in quickly becoming part of management. Initially under the direction of the head of the Documents/Maps/Micromaterials Department, participates in a one or two year library-wide orientation program preparing the individual for a supervisory role in the Stroz Library, Florida State University. Responsibilities include orientation and special assignments in all areas of the library in addition to documents, assisting library users, coordinating student assistants, supervising and a variety of management skill development opportunities. Duties include some night and weekend work. Must have an MLS degree from an ALA-accredited library school. Two years of professional experience after receipt of the MLS degree required for Assistant University Librarian; five years of professional experience after receipt of the MLS degree required for Associate University Librarian. Supervisory experience, a strong interest in management, and demonstrated ability to communicate effectively preferred. Public service orientation helpful. This is a non-tenure earning twelve month General Faculty appointment. Salary range is \$20,000 to \$24,000 for Assistant University Librarian, \$22,000 to \$28,000 for Associate University Librarian. Standard state benefits of annual leave, sick leave, insurance coverage and retirement. Application must be received by February 16, 1989, to be considered. Send letter of application, resume, and names of three references to: Lois Burdick, Assistant Director for Administrative Services, Room 105, Administrative Office, Stroz Library, **Florida State University**, Tallahassee, FL 32306-2047. Please cite position No. 53205. An equal-opportunity, affirmative-action employer.

REFERENCE/DOCUMENTS LIBRARIAN, University of Texas at San Antonio Library. Duties: Provide general reference assistance 20 hours per week; serve as reference specialist and general bibliographer for government documents; perform computer searches; provide bibliographic instruction. Qualifications: ALA-accredited MLS. Academic background in business or in one of the social or political sciences desirable. Academic reference experience and government document work experience or coursework highly desirable. Candidates should have a strong service orientation and enjoy working with students and faculty. Salary: \$18,000 for 12-month appointment. Liberal state benefits. Appointment begins May 15. Send letter of application and resume to: Margaret Joseph, **University of Texas at San Antonio** Library, San Antonio, TX 78285. UTSA is an equal-opportunity, affirmative-action employer.

REFERENCE/INSTRUCTION LIBRARIAN. Seek enthusiastic, dedicated librarian to join quality service-oriented team providing extensive reference, bibliographic instruction and online/CD-ROM searching services to students, faculty and community residents.

MLS from ALA-accredited institution required. Preferred academic library experience: Two years reference service and at least one year teaching in bibliographic instruction program. Experience providing automated information retrieval service desired. Excellent human relations skills essential. Some evening work. College located in heart of beautiful Finger Lakes region. Renewable, 12-month faculty contract beginning March 1989. Salary range \$22,000-\$25,000. Send cover letter, resume and names/addresses of three references by February 1, 1989 to: Personnel Office, **Community College of the Finger Lakes**, Canandaigua, NY 14424. EOE/AA.

REFERENCE LIBRARIAN/MAP SPECIALIST, Assistant Professor (tenure-leading). (Search reopened.) Central Reference Services Department starting May 1. 1) Serve on the Reference/Information Desk. (Preference will be given to applicants with credentials in Geography and Maps.) 2) Responsibility for collection development in social science and humanities areas including management of the Map Collection. 3) Provision of user education in assigned subject

SCIENCE/TECHNOLOGY REFERENCE LIBRARIAN

University of Lowell Libraries

Under the head of Public Services, assist in implementation and evaluation of science/engineering reference services including: ready reference, bibliographic instruction, ILL, online searching and collection development for both the reference collection and the general collection. Responsibilities include night or weekend reference desk duty and supervision of support staff.

Qualifications: ALA-accredited MLS, appropriate reference experience; computer literature searching (DIALOG, STN, BRS) and background in science highly desirable. University of Lowell is the second largest public university in Massachusetts (enrollment 14,000). Located thirty miles north of Boston, it is beginning a ten-year expansion which includes the construction of a new engineering/computer science library and the expansion of existing facilities by 235,000 sq. ft.

Rank and Salary: Librarian I, \$23,735-\$38,905; Librarian II, \$28,982-\$46,194.

Send application with resume and the names, addresses, and telephone numbers of three references by **January 20, 1989**, to:

Bernard Franckowiak
Director of Libraries
University of Lowell
One University Ave.
Lowell, MA 01854

The University of Lowell is an equal opportunity, affirmative action, Title IX, 504 Employer.

University of Lowell

area(s). 4) Liaison with faculty and students in the social sciences and humanities. 5) Online searching in the social sciences and humanities. 6) Other duties as assigned. Required: MLS from an American Library Association accredited library school; strong interpersonal skills; demonstrated oral and written communication skills. Preferred: Experience in reference service; degree in one of the assigned subject areas or relevant work experience with preference given to applicants with credentials in Geography and Maps; graduate degree in the social sciences or humanities; reading knowledge of one or more foreign language(s); experience in online searching. \$19,500 minimum for a 12-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current addresses/telephone numbers of three references by March 1 to: Kent Hendrickson, Dean of Libraries, 106 Love Library, **University of Nebraska-Lincoln**, Lincoln, Nebraska 68588-0410. Affirmative Action, Equal Opportunity Employer.

REFERENCE LIBRARIAN, Mount Holyoke College. Participates in general and online reference services, bibliographic instruction and collection development. Master's degree in Library Science (ALA-accredited). Knowledge of computers and automated library systems, excellent communication skills, and knowledge of one foreign language desirable. Mount Holyoke College is part of the Five College OCLC/LS2000 project for developing an integrated, multi-library, automated system. Hiring range \$20,000-\$28,000 depending on experience and qualifications. Position available immediately. Applications, resumes and names of three references to: Anne C. Edmonds, College Librarian, **Mount Holyoke College**, South Hadley, MA 01075. An Equal Opportunity, Affirmative Action Employer.

TWO REFERENCE POSITIONS

Bucknell University

Bucknell University seeks two librarians to participate in general reference service (with regular evening and weekend hours), bibliographic instruction, database searching and collection development. Ability to work in a dynamic, changing environment, strong organizational skills, and excellent written and oral communication ability necessary; required: ALA-MLS and training in database searching; preferred: demonstrated familiarity with a science or engineering field.

Coordinator of Database Searching, available July 1, 1989, coordinates online, including user-directed, database searching, provides training and updating for library staff, faculty and students, and promotion of the service.

Science Reference/Interlibrary Loan Librarian, available March 15, 1989, to focus on specific needs of science and engineering faculty, and to coordinate interlibrary loans.

Salaries competitive, minimum \$21,000. Applications will be accepted until the positions are filled; for maximum consideration please send resume and names of three references by **February 15, 1989**, to:

Ann de Klerk
Director of Library Services
Ellen Clarke Bertrand Library
Bucknell University
Lewisburg, PA 17837

Applications from members of minority groups are encouraged.

SCIENCE LIBRARIANS, (two positions available). Engineering Librarian and Science Education Coordinator; Geology/Chemistry Librarian and Science Bibliographer, Yale University Library. Minimum rank: Librarian II. Responsibilities: Manages the appropriate libraries. Responsible for collection development in these libraries. Qualifications: MLS degree from an ALA-accredited library school. Two or more years of science reference experience with substantial online searching experience. Ability to work cooperatively in a demanding and rapidly changing environment. Demonstrated interpersonal skills, including excellent oral and written communication skills. Science collection development experience. User education experience. Microcomputer or other computing experience. Supervisory experience preferred. For Engineering: Undergraduate degree or extensive experience in engineering or applied sciences. For Geology/Chemistry: Undergraduate degree in natural or chemical sciences. Salary and rank dependent on qualifications; from a minimum of \$26,000. Application deadline: January 31, 1989. Please send letter of application (specify position), resume, and names of 3 references to: Maureen Sullivan, Head, Library Personnel Services, **Yale University Library**, P.O. Box 1603A Yale Station, New Haven, CT 06520. An EEO/AA employer.

SCIENCE/REFERENCE LIBRARIAN. Coordinates three satellite collections, instructs library users in groups and individually, performs database searches, develops and maintains collections in the sciences. Participates as a member of the reference team providing general and specialized services. Qualifications: MLS from an ALA-accredited program, degree in a scientific discipline, experience in a science library or in a library with a strong commitment to the sciences. Knowledge of online searching and current trends in accessing information, bibliographic instruction experience preferred. Ability to work closely with students and faculty essential. Reports to the Director of Library Services. Salary: \$25,000-\$27,000. Closing date: 1 March 1989. Starting date: 15 August 1989. Please send the names of three references with the letter of application to: Pat Rom, Director of Library Services, Andrews Library, **The College of Wooster**, Wooster, OH 44691. The College of Wooster is an independent liberal arts college with commitment to excellence in undergraduate education. We wish to ensure that the search identifies qualified candidates who are women or members of minorities. Applicants belonging to these groups are encouraged to identify themselves if they wish.

SCIENCE REFERENCE LIBRARIAN with specialization in mathematics/mechanical engineering. Provides reference assistance for all subjects in science and engineering, instruction, and performs computer searching for students, faculty, and research staff; manages the collection in mathematics and mechanical engineering. Requires MLS and degree in physical or applied science. Salary range: \$25,380-\$44,676. Send letter of application, names of 3 references, and resume by February 28, 1989, to: Margaret Deacon, Associate University Librarian-Personnel, UCSB Library, **University of California**, Santa Barbara, CA 93106. UCSB is an affirmative action, equal opportunity employer. Proof of U.S. citizenship or eligibility for U.S. employment will be required prior to employment (Immigration Reform and Control Act of 1986).

SERIALS CATALOGER, Assistant Librarian, University of Michigan. Performs original cataloging and RLIN record editing for Western European language serials for the University of Michigan Library System in all formats and in all subject areas, using AACR2, LC classification and subject headings, and LC rule interpretations. Responsible for establishing headings for monographic series and name authority records; cataloging or recataloging serials for title changes and resolving serial problems. Required: Accredited MLS. Knowledge of current cataloging rules and LC classification and subject headings; working knowledge of two non-English Western European languages (one preferably French); effective interpersonal and communication skills. Aptitude for precision work and independent problem solving and the ability to work effectively in a rapidly changing environment as a member of a professional team. Desired: Experience in cataloging or serials in an academic or research library; background in cataloging rules prior to AACR2; knowledge of MARC or MARC S; experience with RLIN, OCLC, NOTIS or other automated cataloging systems. Minimum salary of \$22,500 dependent on previous relevant experience. Applications received by January 30, 1989, will be given first consideration. Apply to: Lucy Cohen, Manager, Library Personnel Office, 404 Hatcher Graduate Library, **The University of Michigan**, Ann Arbor, MI 48109-1205. A

nondiscriminatory, Affirmative Action Employer.

SERIALS CATALOGER, Assistant Professor (tenure-leading) Serials Department starting May 1. Perform original cataloging for new and successive print and non-print serials. Participate in a retrospective conversion project, using OCLC. Provide library assistants with information requiring professional expertise. Revise work of library assistants as required. Required: MLS from an American Library As-

sociation accredited library school; ability to work independently. Preferred: OCLC cataloging experience using the USMARC serials format; one or more foreign languages; experience in using an automated library system. \$19,500 minimum for a 12-month contract. Salary may be higher depending upon the qualifications of the successful applicant. Apply with full resume plus names and current addresses/telephone numbers of three references by February 15 to: Kent Hendrickson, Dean of Libraries, 106 Love Library, **University**



TWO POSITIONS

Kent State University

The Kent State University Libraries seek qualified applicants for two middle-management positions which offer opportunities for professional challenge and growth. The University Libraries hold membership in the Association of Research Libraries, the Center for Research Libraries, and NEOMARL, a consortium of ten academic and research libraries in northeastern Ohio. The Libraries have fully implemented the NOTIS online system in the main and five branch libraries on the Kent campus and have a combined collection of over 1.6 million volumes and over 7,000 active serial subscriptions.

Head, Monographic Acquisitions and Serials: Reports to the Assistant Director for Technical Services. Supervises department of 13 FTE staff plus student assistants engaged in the ordering and receipt of serial and monographic materials, serial cataloging, and bindery. Responsibilities include developing departmental goals, policies and procedures. Monitors expenditures and prepares management reports. Oversees the ongoing implementation of the NOTIS Serials and Acquisitions subsystems. Serves as a member of the Library's inter-divisional Serials Committee. Also acts as the Technical Services Division's primary liaison to Public Services in matters relating to serials and monographic acquisitions. Will play a key role in preparing a Serials Collection Development policy for the University Libraries. Qualifications: Required: ALA-accredited MLS. Significant academic or research library experience directly related to acquisitions or serials, including supervisory responsibilities. Ability to meet University requirements for reappointment, tenure and promotion. Highly desirable: familiarity with online acquisitions or serials control systems, ideally NOTIS. Excellent communication and interpersonal skills.

Head, Reference Department: Search extended. Reports to the Associate Director for Collections and Public Services. Administers department of 9.5 professionals, 1 support staff member and student assistants which provides reference and instructional services through Bibliographic Instruction, Computerized Information Service (online database searching and CD-ROM) and in the Reference Center. Responsibilities include: sustaining, planning and extending effective and innovative services to the constituents of the University Libraries; the allocation of resources including selection and management of reference collection and other appropriate information sources and products; hiring, training and evaluation of staff. Qualifications: Required: ALA-accredited MLS; significant background and experience in academic or research library reference services, including bibliographic instruction and/or online searching; strong commitment to service; supervisory experience; proven leadership ability; knowledge of computer technology as it applies to library services and operations; effective interpersonal and written communication skills; ability to work effectively with diverse groups and individuals; ongoing record of research, publication and professional activity; and ability to meet University requirements for reappointment, tenure and promotion. Desirable: Second advanced degree.

Salary and Benefits: Both positions are twelve-month tenure-track faculty positions. Minimum salary for each position is \$30,000 per year, with initial academic rank and salary commensurate with education and experience. Benefits include 20 days vacation per year; life, dental and health insurance or HMO option; support for professional development; and other University benefits. Kent State University is comprised of a residential main campus located on 1,200 rolling acres in the city of Kent, and seven regional campuses in northeastern Ohio. Kent, population 30,000, is located within easy access of both rural and large metropolitan areas, approximately 35 miles south of Cleveland and 11 miles east of Akron.

Application Procedure: To be considered for either position, please send a letter of application, resume, and the names, addresses, and telephone numbers of three references to:

Harry Kamens
Budget & Personnel Officer
Kent State University Libraries
Kent, OH 44242

Deadline for applications for both positions is **January 31, 1989.**

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

of **Nebraska-Lincoln**, Lincoln, Nebraska 68588-0410. Affirmative Action, Equal Opportunity Employer.

SERIALS LIBRARIAN, Instructor/Assistant Professor. Duties: Responsible for technical and public services functions in a combined serials and microform department with 1,600 current periodical subscriptions; over 2,000 serial subscriptions; 30,000 bound volumes; and 1.7 million microform items. Responsibilities include collection development and management, acquisitions, cataloging, maintenance of records, providing access and interpretation of the collections to users. Some night and weekend work required. Qualifications: ALA-accredited master's degree. Professional experience with serials in academic or research library is preferred. Knowledge of automated serials procedures is desirable. Salary: \$19,909-\$34,052 depending upon academic credentials and experience. Position is a nine-month contract with additional summer work available. The University and Department: California University of Pennsylvania, founded in 1852, is located 40 miles south of Pittsburgh on the Monongahela River. It is one of the fourteen state-owned institutions of the Pennsylvania State System of Higher Education. There are over five thousand students in graduate and undergraduate programs, with 270 faculty members. It is fully accredited by the Middle States Association of Colleges and Secondary Schools. Special accreditations include the National Council for Accreditation of Teacher Education, Council on Social Work Education, and the National Athletic Trainers Association. The Colleges of Science and Technology, Liberal Arts, and Education offer approximately 150 courses of study leading to associate and bachelor's degrees. The School of Graduate Studies offers 30 master's degree programs; in addition, there are pre-professional endorsement and continuing education programs. The main campus consists of 48 acres and 33 buildings, with an off-campus recreation area of 88 acres. Dormitory accommodations on campus house 1,500 students. Employment Date: March 15, 1989. Application Deadline: February 15, 1989. Application: Applicants must submit a letter of application, a current resume, a transcript(s) and three professional letters of recommendation. Complete application materials should be sent to: Richard M. Matovich, Serials Librarian Search Committee, Louis L. Manderino Library, **California University of Pennsylvania**, California, PA 15419. An Affirmative Action, Equal Opportunity Employer.

SOCIAL SCIENCES LIBRARIAN, University of California, Irvine. Responsibilities include reference assistance; database searching; instruction; collection development; and liaison with the School of Social Sciences, specifically in the fields of Anthropology, Cognitive Sciences and Sociology. Required qualifications: ALA-accredited MLS degree; degree in an appropriate Social Science or commensurate experience; demonstrated commitment to public service; excellent oral and written communication skills; ability to work effectively, independently and cooperatively with all elements of the academic community; basic computer literacy. Appointment will be at the Assistant or Associate Librarian rank within a salary range of \$25,380-\$44,676, commensurate with qualifications and experience. Excellent benefits package. Applications received by February 1, 1989 will receive first consideration but will continue to be accepted until the position is filled. Send application letter with 1) complete statement of qualifications; 2) resume of education and relevant experience; and 3) the names, addresses and telephone numbers of three references to: Anne Rimmer, Library Personnel Office, **University of California, Irvine**, P.O. Box 19557, Irvine, CA 92713. Telephone: (714) 856-5408. An Affirmative Action, Equal Opportunity Employer.

TWO TENURE TRACK REFERENCE LIBRARIAN POSITIONS. CSU Dominguez Hills is seeking to appoint library faculty effective July 1, 1989, at Assistant Professor or Associate Professor rank dependent upon experience & qualifications. The annual salary is \$31,680-\$39,960. Reappointment, promotion, & tenure require evidence of continuing professional development. Responsibilities of the Bibliographic Instruction Librarian include: general reference, bibliographic instruction, teaching library skills course, collection development, and online searching. Qualifications: ALA-MLS, 2 years academic reference experience including bibliographic instruction, classroom teaching and online searching required. Preferred experience in collection development & subject expertise in business, education, law, psychology, or sciences. Responsibilities of the Computerized Reference Services Librarian include: general reference, computerized reference services coordination, bibliographic instruction & collection development. Qualifications: ALA-MLS, 2 years academic reference experience, bibliographic instruction & online searching experience required. Preferred microcomputer hardware/telecommunications experience, collection development



ASSOCIATE DEAN FOR OPERATIONS AND PLANNING

California State University, Northridge

Associate dean reports to the dean of the university library, serves as his deputy, and is responsible for the planning, procurement, implementation, operation, and evaluation of library automated systems. Supervises the automated systems administrator, coordinates librarywide planning, and implements new services. Provides administrative and technical assistance to department chairs. Qualifications: graduate degree in library science. 5 years library administration experience or 3 years plus a relevant doctorate. Knowledge and experience with library automation and planning. Qualifications for appointment at advanced rank in the library. Salary: Recruitment range \$4,401-\$5,325/month. Actual salary negotiable. Effective date of appointment: ASAP.

Applications: Submit letter of application, resume, and names, addresses, and phone numbers of 3 professional references to:

Helen Bennett
Chair, Search and Screen Committee for
Associate Dean for Operations and Planning
c/o Cindy Ventuleth, Oviatt Library
California State University, Northridge
18111 Nordhoff St.
Northridge, CA 91330

Application deadline: **February 28, 1989.**

An equal-opportunity, affirmative-action, Title IX, Section 503/504 employer.

experience, and subject expertise in one or more of the following: business, education, law, science, psychology or sciences. Benefits: Twenty-four days vacation per year, one day per month cumulative sick leave, eligibility for sabbatical leave, dental & medical insurance, state retirement. Deadline: Submit resume and three references to: Betty J. Blackman, Dean, University Library, **California State Uni-**

versity Dominguez Hills, Carson, CA 90747 by February 1, 1989. CSU Dominguez Hills is an urban, comprehensive university with a highly pluralistic student body comprised primarily of working adults. Equal Opportunity, Affirmative Action Section 504 Title IX Employer.

WAKE FOREST UNIVERSITY

DIRECTOR **The Z. Smith Reynolds Library** **Wake Forest University**

Wake Forest University invites nominations and applications for the position of Director of the Z. Smith Reynolds Library, which is the central library on the main campus of the university, with holdings exceeding 800,000 volumes. For the past ten years, the Library has ranked first in library materials expenditures per student within the Association of Southeastern Research Libraries. The Library's annual operating budget is over \$2.6 million, including \$1 million for acquisitions. The University is completing plans to build a 60,000 sq. ft. addition to the Library.

The Director of the Library reports directly to the Vice President for Instructional Resources. AS the chief administrative officer of the Library, the Director has primary responsibility for collection development and management, library services, budget and planning, library automation, and personnel resources.

The Director's qualifications should include: An ALA-accredited MLS degree, with additional graduate degree(s) desired; evidence of successful managerial skills based upon at least 10 years of professional experience in academic or research libraries, including at least 5 years of increasing administrative responsibility; demonstrated knowledge of and experience with electronic information retrieval systems, networks, and new library technologies; ability to establish and maintain effective communications and relationships with library staff, faculty, administrators, and students; a commitment to affirmative action, equal opportunity.

The Director will have the opportunity to lead the Library during construction to expand the facility and during the implementation of automated library services. Salary is competitive and commensurate with experience. The position will be available July 1, 1989.

Founded in 1834, Wake Forest is a private, coeducational, residential university dedicated to the pursuit of excellence in the liberal arts and in graduate and professional education. The University is comprised of six schools, the undergraduate College of Arts and Sciences, the School of Business and Accountancy, the Graduate School, the School of Law, the Bowman Gray School of Medicine, and the Babcock Graduate School of Management. Undergraduate enrollment is 3,500 with 310 faculty; professional school enrollment is 1,700 with 200 faculty. Wake Forest is one of four institutions of higher education in Winston-Salem, North Carolina, a city of 150,000 with a strong cultural heritage and commitment to the arts.

Applications should include a letter of interest and a curriculum vita. Applications and nominations should be submitted by **February 15, 1989**, to:

Library Director Search Committee
Box 7778 Reynolds Station
Wake Forest University
Winston-Salem, NC 27109

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LATE JOB LISTINGS

ASSISTANT COORDINATOR OF TECHNICAL SERVICES, Joyner Library, East Carolina University. Position Responsibilities: Assist in planning, coordinating and supervising personnel and activities needed for

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materials acquisition, cataloging, serials control, and implementation of LS/2000 in Joyner Library and the branch Music Library. Department staff of 31 includes seven librarians. Qualifications: MLS from an ALA-accredited library school; minimum of three years successful experience in an academic or other large library, including a strong background in original cataloging and LC classification, AACR2, subject analysis, LC subject headings, and MARC tagging; knowledge of issues and trends relating to the automation of library processing; administrative experience including the supervision and training of library staff; willingness to accept responsibility and ability to work harmoniously with other professionals, support staff, and student assistants; and good written and oral communication skills. Second master's degree and evidence of professional activities at state and national level preferred. Twelve month tenure-track faculty appointment. Salary \$26,000 minimum, depending on qualifications and experience. Research and publication expected for tenure and promotion. East Carolina University has over 15,000 students in its College of Arts & Sciences and ten professional schools. It is a constituent institution of the University of North Carolina System. Submit letter of application, resume, official transcripts and letters from three references to: Jo Ann Bell, Acting Director of Academic Library Services, **East Carolina University**, Greenville, NC 27858-4353. Applications must be postmarked on or before March 15, 1989. Federal law requires proper documentation of identity and employability at the time of employment. It is requested that this documentation be included with your application. East Carolina University is an affirmative-action, equal-opportunity employer and as such, encourages applications from women, blacks, and other minorities.

ASSISTANT DEAN FOR SYSTEMS & AUTOMATION RESEARCH.

Under the general direction of Dean of Library Services, responsible for assisting library administration in planning, designing, implementing, evaluating, and managing computer-based systems, including NOTIS, an integrated automated system supporting library operations (implemented in 1985); performing/supervising research in library automation; supervising systems staff; also responsible for overseeing provision of ISU's NOTIS services to 4 other college/university libraries, and assisting in coordination of ISU's library automation efforts. Serve as liaison to ISU Computer Center and other appropriate groups on/off campus. Required: ALA-accredited MLS or other appropriate master's degree; 5 years academic library or relevant computer systems experience, with 3 years direct involvement in library systems work; demonstrated ability to maintain positive interpersonal relationships and communicate effectively; practical knowledge of data processing and programming. Desirable: Research library experience; knowledge of latest information processing technology, microcomputer hardware/software and telecommunications; knowledge or experience in environments such as IBM mainframe, Assembler, PL/1, SAS; and demonstrated experience with large automated library information system, preferably NOTIS. Available April 1, 1989. Minimum salary \$40,000, depending on qualifications/experience. TIAA-CREF, Blue Cross/Blue Shield; 20 days annual vacation; 12 month tenure-track position. Send letter of application, resume, and names/addresses/phone numbers of 3 current references to: Scott Davis, Chair, Library Search Committee, **Indiana State University**, Terre Haute, IN 47809. Review of applications will begin February 1, 1989, and continue until the position is filled. ISU is an AA/EO employer.

BIBLIOGRAPHIC SERVICES LIBRARIAN, Northeastern University, Boston. Two positions. Provide reference and related information services. Prepare and deliver bibliographic instruction seminars. Conduct online and other technology-based searches. Serve as liaison to one or more academic programs as assigned and identify curriculum and research directions. In

assigned subject areas, prepare and maintain currency of collection development statements, evaluate the collections, select materials within allotted budget, and identify items needing deselection, preservation or replacement. Participate in the planning and implementation of innovative services and automated operations. Service desk schedules include some evening and weekend hours, rotating with other staff. MLS from an ALA-accredited program. Two years of experience, preferably in an academic library. Working knowledge of print and online reference sources in two or more broad academic areas. Some experience with collections policy development, selection and analysis and with bibliographic instruction. Self-motivated, service oriented and resourceful. Strong organizational, analytical, planning, interpersonal and oral and written communication skills. Knowledge of instructional and scholarly research methodologies and of trends in academic libraries and higher education. Salary: \$21,100 grade minimum, depending on qualifications and experience. Applications received by January 31 will receive first consideration. Please submit letter of application, resume, and names with addresses and phone numbers of three references to: Lynda Leahy, Associate Dean, User Services and Collection Development, **Northeastern University Libraries**, 211 Dodge, 360 Huntington Ave., Boston, MA 02115. Northeastern University is an Affirmative Action, Equal Opportunity employer.

CATALOGER: Cornell University, Library of NYS School of Industrial & Labor Relations. Original cataloging of monographs and serials, including microforms, using NOTIS-based local processing system for specialized collection of 165,000 volumes. Opportunity to participate in reference service if qualified. **Qualifications:** Required: Master's, ALA-accredited school; minimum two years' experience with online cataloging system, preferably RILIN and/or NOTIS; thorough knowledge of AACR2 and LC classification and subject headings; knowledge of MARC communications format; familiarity with one or more European languages; ability to work with accuracy and precision. **Desired:** Formal education in relevant social science disciplines; reference and online searching experience. **Applications Due:** February 1, 1989; but accepted until position is filled. **Salary:** Depends on qualifications and experience. Minimum \$20,000. Please send cover letter, resume and list of three references to: Ann Dyckman, Personnel Director, **Cornell University Library**, 201 Olin Library, Ithaca, NY 14853-5301. Cornell University is an Equal Opportunity, Affirmative Action Employer.

DIRECTOR, SCIENCE AND ENGINEERING LIBRARY. Responsible for coordinating collection development and management policy, overseeing public services operations, and establishing goals and objectives for SEL and its branches. Manages budgets, personnel, systems, and facilities; and develops and maintains communication with academic areas. Reports to the Associate Vice President for University Libraries and serves on the Libraries' Management Advisory Group responsible for system-wide strategic planning and policy making. **Qualifications:** ALA-accredited MLS, five years' experience in academic, research or special libraries required with public service or collection development background preferred, two or more years managerial experience at level of department head or higher preferred. Experience in library problem solving; understanding of collection development issues, access services, bibliographic instruction, and scientific research methods; ability to plan, develop, and implement library services; and effective communication skills are also required. Advanced degrees in relevant fields; experience writing successful grant applications; and familiarity with computer and information technology are highly desirable. Candidate's vitae should include relevant research and significant professional involvement. **Salary:** \$45,000 or higher, competitive and commensurate with qualifications; faculty status at the rank of Senior Assistant Librarian/Associate Librarian. Send letter of application and

resume including the names of at least three references to: M. E. State, Library Personnel Officer, University Libraries, **SUNY/Buffalo**, 432 Capen Hall, Buffalo, NY 14260. An EO/AA Employer. Ethnic minorities and women are encouraged to apply.

HEAD, CATALOG DEPARTMENT. Available: September 1, 1989. Responsibilities: Plan, organize and direct work of the Catalog Department, which includes developing policies and procedures and maintaining quality control. Head of the Catalog Department reports to the Director of Technical Services. Oversee cataloging of monographs, audiovisual materials, scores, sound recordings, rare books, and microforms, using the OCLC database from which bibliographic records are transferred to the library's local system, DOBIS, and then uploaded to RLIN. Design and participate in staff training. Supervise a retrospective conversion project and other special projects. Work closely with Heads of the Catalog Support Department and Serials Control Department in establishing policies and procedures and maintaining a smooth workflow. Coordinate work of the department with the Acquisitions Department and Processing Department. Serve on Emory University Libraries Data Base Task Force where policies and procedures for the integrated online catalog are established and recommended for the professional school and general libraries. Qualifications: ALA-accredited MLS or equivalent degree; at least 5 years of relevant professional experience in an academic research library; successful supervisory or managerial experience; extensive knowledge of AACR2, MARC formats, LC cataloging practices and experience with a bibliographic utility such as OCLC or RLIN; reading knowledge of one modern foreign language. Strong interpersonal and communications skills and organizational ability; appropriate experience with an automated local system. Beginning Salary: Dependent upon qualification and experience, not less than \$29,000. Comprehensive benefits package. Applications Procedure: Send letter of application, resume, and the names, addresses and telephone numbers of three references to: Janet T. Paulk, Library Personnel Officer, Robert W. Woodruff Library, **Emory University**, Atlanta, GA 30322. Review of materials begins February 15, 1989, and continues until appointment is made. Emory University is an Equal Opportunity, Affirmative Action Employer.

HEAD LIBRARIAN AND BIBLIOGRAPHER. Stanford University is seeking an individual to manage the Swain Library of Chemistry and Chemical Engineering. Responsibilities include defining goals, setting policies, planning services, allocating resources, providing reference, performing online searching and acting as bibliographer for the collection. Candidates should have an academic degree in the life or physical sciences or the demonstrated equivalent in experience; an undergraduate or graduate degree in Chemistry is preferred. Adequate knowledge of the literature on the life and physical sciences and its organization is required; an MLS degree is the preferred evidence, but the demonstrated equivalent in training and experience will be accepted. Effective supervisory and management competence is required. General knowledge of collection development principles and practice is highly desirable. Effective oral and written communications skills are required. Experience with microcomputers, automation and end-user instruction will weigh heavily in favor of the candidate. Associate Librarian (\$33,000--\$41,400) or Librarian (\$40,000--\$50,000) rank depending on experience/qualifications. Send letter of application, resume and 3 professional references to: Irene Yeh, Assistant Library Personnel Officer, **Stanford University** Libraries, Stanford, CA 94305-6004 by February 15, 1989. *Cite #808/CRL* on all correspondence. EOE/AA.

LIBRARY INSTRUCTION COORDINATOR, Northeastern University, Boston. Plan, coordinate, promote and evaluate library instruction programs.

Train, schedule and supervise 15 librarians participating in instructional programs as part of their public service responsibilities. Communicate regularly with faculty and academic departments to anticipate and identify library instruction needs. Develop instruction policies and methodologies. Integrate online reference services and computer and other technology-based resources into instruction programs. Serve as a member of a management team for Head of Bibliographic Services. Participate in providing reference service, library instruction and computer searching. Select collection materials for one or more academic programs and serve as liaison between Library and faculty in those disciplines. Participate in the planning and implementation of innovative services and automated operations. Work some regularly scheduled evening and weekend hours, rotating with other staff. MLS from an ALA-accredited program. Five years reference experience, preferably in an academic library. Broad academic background; working knowledge of reference sources in humanities, social sciences, business, and science and technology. Three or more years experience with classroom teaching or library instruction. Supervisory experience. Experience with online database searching and collection development. Self-motivated, service-oriented and resourceful; excellent organizational, interpersonal, planning and analytical skills; ability to communicate well in writing and verbally. Knowledge of instructional and scholarly research methodologies and of trends in higher education. Familiarity with a matrix organizational structure. Commitment to staff development. Salary: \$23,700 grade minimum, depending on qualifications and experience. Applications received by January 31 will receive first consideration. Please submit letter of application, resume, and names with addresses and phone numbers of three references to: Lynda Leahy, Associate Dean, User Services and Collection Development, **Northeastern University Libraries**, 211 Dodge, 360 Huntington Ave., Boston, MA 02115. AA/EO Employer.

MEDIA COORDINATOR LIBRARIAN. An eleven month full-time appointment for Media Coordinator Librarian with faculty status. Not tenure track. Directs Media Center, TV production studio, and micro-computer laboratory. Master's degree in Educational Media Technology and/or accredited MLS with media emphasis required; knowledge and experience in communications technologies, computer-assisted learning, telecommunications, instructional television desired. Begins winter/spring, 1989. Send letter of application, professional credentials, official transcripts and three letters of recommendation to: R. Franklin Terry, Vice President for Academic Affairs, **Morningside College**, 1501 Morningside Avenue, Sioux City, IA 51106. Applications will be reviewed in order of receipt. An Affirmative Action, Equal Opportunity Employer.

SPECIAL COLLECTIONS LIBRARIAN. Duties and Responsibilities: Manages and develops the manuscript, archives, and rare books collections; processes and catalogs manuscript and archival materials; plans and develops records management program for the university; supervises one full-time assistant and student workers. In addition, serves as a part-time member of the general reference staff with duties in these areas: reference desk, collection development, database searching, and bibliographical instruction. Qualifications: ALA-accredited MLS degree, special collections or general reference experience, and archival or special collections training required. Advanced degree in relevant field and academic library experience preferred. Proficiency in one or more foreign languages desirable. Twelve month faculty appointment. Salary and rank commensurate with experience and qualifications. Send letter of application, resume, and names of three references with phone numbers to: Barbara J. Brown, University Librarian, **Washington & Lee University**, Lexington, VA 24450. EOE. Applications received by February 6, 1989, will receive first consideration.

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