

Classified Advertising

NOTICE

Respondents to advertisers offering faculty "rank" and "status" are advised that these terms are ambiguous and should inquire as to benefits involved.

All advertisements submitted by institutions offering positions must include a salary range. The range should provide the applicant with an indication of the salary the institution is willing to provide for the position offered.

All advertisements for the Positions Wanted and the Positions Open classifications will be edited to exclude direct or indirect references to race, creed, color, age, and sex as conditions of employment.

Classified advertising orders and copy, and cancellations, should be addressed to the Advertising Department, 50 East Huron Street, Chicago 60611, and should reach that office before the second of the month preceding publication of issue desired. Copy received after that time may be held for the next issue.

Telephone orders for classified advertising, while not encouraged because of the increased risk of copy error, will be accepted. Calls should be directed to Leona Swiech at (312) 944-6780. A confirming order should be mailed to the Advertising Department as soon as possible following the call, along with typewritten copy to be used in proofreading the ad.

Rate for classified advertising is \$1.30 per printed line.

FOR SALE

200,000 TITLES on all academic subjects, in all modern European languages. 50-70% discount. Available for library selection. Powell's, 1020 S. Wabash, Chicago, IL 60605, 312/341-0748.

POSITIONS WANTED

TEMPORARY POSITION ends November. Available immediately. MLS, Canadian, 8 years experience in government/academic libraries. Strengths/experience in collection building, bibliographical activities, planning/policy, library outreach programs, training staff, seminar/workshop presentations. Steadily increasing administrative responsibilities. Special interest in official documents, legal materials, exchange programs and Reader Services. Will relocate in So. Ontario, Ottawa/Montreal, Maritimes, Thunder Bay, New England. Box 849, C&RL NEWS, 50 E. Huron St., Chicago, IL 60611.

POSITIONS OPEN

Acquisitions

HEAD OF ACQUISITIONS. To administer acquisitions department with a budget of \$1,200,000. Duties include supervising four professionals and sixteen staff and participating in policy making for the management and advancement of the collection. Requires MLS and five years' experience including some management and a thorough knowledge of book markets. Minimum salary of \$15,000. Twelve-month academic appointment, 22 days vacation, standard insurance, and state retirement. Send resume

to Joseph Jerz, Assistant University Librarian for Staff Development, University of North Carolina, Chapel Hill, NC 27514. An equal opportunity/affirmative action employer.

ACQUISITIONS LIBRARIAN: Responsible for the administration of the Order and Serials Sections and the supervision of approximately 12 employees. Requires ALA-accredited graduate degree, and a second subject master's degree or equivalent academic or professional achievement, six years of professional library experience, including three years in academic acquisitions work and some administrative experience. Position open March 1, 1976. Salary: \$16,464 to \$20,016. All qualified persons are encouraged to apply with resume. Contact L. Harry Strauss, Director, University Library, California Polytechnic State University, San Luis Obispo, CA 93407. Apply by February 1, 1976. The University is subject to requirements of Executive Order 11246 and is an affirmative action employer.

ACQUISITIONS. Head of Acquisitions Department. Responsibilities include: 1) Supervision of ordering procedures; bibliographic searching of monographs and continuations; evaluation and preparation of orders; maintenance of correspondence with publishers and dealers. 2) Supervision of receiving section, including establishment of efficient reporting techniques for expediting materials through Acquisitions Department. 3) Assisting faculty and subject area librarians in acquisition of material. 4) Works with other technical service departments. 5) Supervision of the assistant acquisitions librarian, 3 FTE classified staff members and student assistants. MLS from ALA-accredited program and several years' experience in acquisitions with supervisory experience required. Salary minimum \$13,000 for 12 months. Benefits include faculty status and rank, 21 days annual leave, free hospitalization and life insurance, state retirement plan and TIAA/CREF. Send letter of application, resume and names of references to James B. Alsip, Assistant Director for Technical Services, University of Oklahoma Libraries, 401 W. Brooks, Norman, OK 73069. Deadline for application February 15, 1976. Position to be filled July 1, 1976. An equal opportunity/affirmative action employer.

Administration

DIRECTOR OF LIBRARIES. University of Houston announces the immediate opening of the position of Director of University Libraries. The position involves primary responsibility for the direction of all Libraries of the University. The Search Committee invites nominations of and applications from persons with substantial academic and professional qualifications including considerable administrative experience in a large academic or research library. Salary: \$32,500 minimum—no maximum. Applications are now being taken by: Dr. Robert V. Haynes, Chairman, Search Committee, Department of History, University of Houston, Houston, TX 77004. The University of Houston is an equal opportunity/affirmative action employer.

ASSOCIATE DIRECTOR. Available approximately March 15, 1976. Serves as deputy to the Director and is responsible for immediate supervision and coordination of all library departments. Reviews hiring policy and staff utilization, formulates and evaluates policies in conjunction with the Director and with the participation of the staff, presents budgetary needs to the Director, and serves as Acting Director in the Director's absence. Minimum qualifications: ALA-accredited MLS; extensive academic-library experience involving supervisory, management, and administrative activities over a wide range of library operations. Second Master's or academic equivalent highly desirable. Salary \$22,620-\$27,492. Send letter, resume, and names of three professional references by February 15 to Phillip Wesley, Director, Educational Resources Center, California State College, Dominguez Hills, 800 E. Victoria St., Dominguez Hills, CA 90747. An affirmative action employer.

ASSOCIATE DIRECTOR. Primary responsibility for all public service functions in the General Library and nine branches. Provides administrative guidance in planning and implementation of goals of public service units. In addition, the following activities are included in the position: 1) planning, both short- and long-range; 2) recruitment of professional personnel; 3) supervision of budgets for non-professional personnel and supplies and equipment. MLS from ALA-accredited program plus sub-

ject master's or work toward doctorate required. Several years' experience in public services with supervisory responsibility necessary. Should have demonstrated administrative capabilities. Salary minimum \$19,000 for twelve months. Benefits include faculty status and rank, 21 days annual leave, free hospitalization and life insurance, state retirement plan and TIAA/CREF. Send letter of application, resume and names of references to James K. Zink, Director, University of Oklahoma Libraries, 401 W. Brooks, Norman, OK 73069. Deadline for application, February 15, 1976. Position to be filled by July 1, 1976. An equal opportunity/affirmative action employer.

HEAD LIBRARIAN—Middlebury College. Appointment effective 1 July 1976 or earlier. Advanced degree in Library Science and prior senior administrative experience needed, experience in planning library expansion preferred. Salary \$18,000+ depending on qualifications; faculty status; comprehensive fringe benefits. Nominations and applications including resume should be forwarded before January 15 to Paul M. Cubeta, Academic Vice President, Middlebury, VT 05753. An equal opportunity employer.

Cataloging

As **HEAD OF THE CATALOG DEPARTMENT**, you will have responsibility for cataloging and classifying all materials (including non-book) for the Central and 50 branch Libraries. Salary range \$17,558-\$22,572 with liberal fringe benefits. Requirements for Civil Service examination include ALA-accredited fifth year degree and at least six years' experience, including three years administering or supervising the cataloging operation of a large library or system. Please direct inquiries immediately to: Employment Representative, The Free Library of Philadelphia, Logan Square, Philadelphia, PA 19103.

LIBRARIAN—HEAD CATALOG DEPARTMENT: Responsible to the Assistant Director for Technical Services for planning, budgeting, staffing and management of the cataloging department. Supervises six professionals and eleven support staff cataloging 20,000 titles annually. MLS from an ALA-accredited library school required. Six to nine years of active professional experience beyond the graduate degree plus knowledge of OCLC system. Faculty status. Salary range: \$15,500-\$16,500. Application deadline February 1, 1976. Send letter and resume to Dr. George Sereiko, Secretary, Committee on Appointments and Promotions, University of Notre Dame Memorial Library, Notre Dame, IN 46556. An equal opportunity employer.

Multiple

Two positions open: The Boyd Lee Spahr Library, Dickinson College, Carlisle, PA, July, 1976 (1) Major responsibility in **CATALOGING** with some work in reference, participating in teaching Library Research course, and working with academic departments. Qualifications: MLS plus advanced subject degree; experience in cataloging and information science (OCLC experience desirable); knowledge of German and Russian preferred; (2) a versatile person who can work well in **CATALOGING** and **REFERENCE**, and other areas of the library. Some time will be devoted to teaching and reference work. Remainder of time to be utilized in cataloging, work with academic departments, and assistance in other areas of the library, particularly government documents. Qualifications: MLS plus advanced subject degree in the sciences; knowledge of information science and OCLC; good command of two or more foreign languages desirable. Both positions are faculty appointments in the Department of Library Resources with full faculty status and benefits including TIAA/CREF. Base salary of \$11,000-\$12,000. Send letter of application and resume to Yates M. Forbis, Director/Chairman of Department of Library Resources, Boyd Lee Spahr Library, Dickinson College, Carlisle, PA 17013. An equal opportunity/affirmative action employer.

REFERENCE LIBRARIAN. Responsibilities: reference service, library orientation and collection development. **SERIALS/GOVERNMENT DOCUMENTS LIBRARIAN.** Responsible for all aspects of serials operation and maintenance of a separate government documents collection. Supervises a staff of two clerical and several student workers. Two years' relevant professional experience desired. Both positions require a minimum of a Master's

degree in Library Science from an ALA-accredited library school and a strong undergraduate subject major. St. John's is a private Benedictine institution with a library of more than 260,000 volumes. Salary range: \$9,500-\$11,000 depending on qualifications. Excellent fringe benefits. Positions open February 1, 1976. Send copy of placement office dossier and application to: Michael D. Kathman, Director, Alcuin Library, St. John's University, Collegeville, MN 56321. An equal opportunity employer.

Public Services

LIBRARY ADMINISTRATOR: HEAD OF PUBLIC SERVICES. Responsible for circulation, reserves, reference, government documents, media, interlibrary loan; will direct a staff of 10 librarians, 11 full-time assistants, plus student assistants, and share in general administration of the library. Minimum qualifications: MLS plus subject master's or equivalent; 5 years' professional experience including 2 years' administrative. Vacancy caused by retirement. Initial salary between \$17,500-\$18,500 for 12 months. Address letters of application or inquiry, on or before January 15, 1976, to: Dr. George W. Cornell, Director, Drake Memorial Library, State University College, Brockport, NY 11420. An equal opportunity employer.

Reference

REFERENCE LIBRARIAN. Participation in broad program of academic program of academic reference service in the social sciences and humanities, including service at Reference Desk, orientation and instruction, preparation of guides and bibliographies, and computer literature searches. MLS from accredited library school; reading knowledge of a foreign language, preferably German; and academic background in social sciences or humanities required. Advanced degree in history or humanities and academic library reference experience desirable. Salary \$9,700-\$10,700 depending on qualifications. Send letter and resume to Robert L. Ireland, Personnel Officer, Northwestern University Library, Evanston, IL 60201. An equal opportunity employer.

Subject Specialists

United Nations and International **DOCUMENTS LIBRARIAN** needed at the University of Utah: Planning technical work, providing reference service for U.N. and U.S. Documents, collection development, acquisitions, record maintenance and revision, bibliographic searching and verification. Qualifications: MLS from ALA-accredited school; two years' experience desirable with U.N. and International Documents, cataloging background with understanding of serials cataloging; comprehension of a Western European language. Salary commensurate with experience. Minimum \$9,000. Faculty status, 25 days vacation. Send resumes with names of three references to Winnifred Margetts, Personnel Officer, Marriott Library, University of Utah, Salt Lake City, UT 84112. An equal opportunity employer.

BIBLIOGRAPHER FOR BUSINESS, ECONOMICS AND PUBLIC ADMINISTRATION—Responsible to the Head, Bibliographic Development for the selection, development and review of collections in the areas of Business, Business Education, Economics and Public Administration and for liaison with the appropriate faculty and students. Includes regular assignments at the Reference Desk. Minimum qualifications include MLS from an ALA-accredited library school, at least two years' appropriate library experience and advanced study in an area relevant to Business, Economics, or Public Administration, Master's degree preferred. Salary: \$11,869-\$14,300. Available: January 1976. Apply by December 31, 1975, to Ms. Jean Whalen, Personnel Librarian, State University of New York at Albany, University Libraries, 1400 Washington Ave., Albany, NY 12222. An equal opportunity/affirmative action employer.

BUSINESS AND ECONOMICS LIBRARIAN. Liaison role (collection development, research assistance, library instruction, etc.) plus reference duties. MLS with three years' experience in a strong business/document collection. Related advanced degree desirable. \$13,450 minimum, Assistant Professor rank, 12-month contract, 20 days vacation. Letter of application with resume may be sent to: Donald H. Burrier, Personnel and Budget Officer, University Libraries, Kent State University, Kent, OH 44242. An equal opportunity employer.

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