

THE CLASSIFIED ADS

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

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

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

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

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

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

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

MATERIALS WANTED

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

POSITIONS OPEN

ACQUISITIONS/GIFTS LIBRARIAN (New position), George Mason University. Rapidly growing institution in Northern Virginia, 20 miles from Washington, D.C., seeks individual to manage acquisitions and gifts program in highly automated environment, in close collaboration with Head of Collection Development and liaison librarians. Will implement NOTIS acquisitions subsystem, supervise 3 classified employees, and work some hours on public service desk. Requirements: ALA-accredited MLS and experience in acquisitions. Knowledge of book trade, OCLC and MARC formats, and supervisory experience preferred. Salary: \$25,000 and up depending upon qualifications. Send letter of application with resumes and names of 3 references to: Library Appointments Committee, **George Mason University**, 4400 University Drive, Fairfax, VA 22030-4444. Screening of applications will begin May 31, 1989; position will remain open until filled. AA/EEO.

ARCHIVIST/RECORDS SUPERVISOR, Archdiocese of Philadelphia. A new position, responsible for the administration of the Archdiocesan archives and records management program, including maintenance of the archives of the American Catholic Historical Society and St. Charles Borromeo Seminary. Duties: organization, planning, development and implementation of on-going archival and records management activities; development and implementation of records policies and retention schedules; responsible for the acquisition, appraisal, processing and preservation of archival materials having historical, informational, legal or evidential value as documentation of the historical growth and development of the Roman Catholic Church in Philadelphia, the mid-Atlantic region and elsewhere. Individual will manage the newly-formed Philadelphia Catholic Archives and Research Center (located at St. Charles Borromeo Seminary in Overbrook, PA) and will supervise other staff to be selected by the successful candidate. Other duties include budget planning, grant writing, conservation and preservation programs, reference services, exhibit planning, and records storage and disposal. Reports to the Chancellor of the Archdiocese. Qualifications: Master's degree in history, library science or related field; significant archival experience, preferably in religious archives, with a demonstrated history of successful performance; broad knowledge of church history, including American Catholic history of the mid-Atlantic region; training and/or experience in records management and computer applications for archives; excellent communications,

Salary guide

Listed below are the minimum starting salary figures recommended by 17 state library organizations 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	\$21,000
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.

organizational, and interpersonal skills; evidence of ability in research, publications and professional service. This is a full-time, permanent position with a starting salary range of \$30,000–\$36,000; benefits include fully paid medical and disability insurance, pension plan, 20 days vacation, and 11 paid holidays. Application deadline: May 31; position available July 1, 1989. Submit letter of application, resume and names of 3 references to: Archives Search Committee, c/o Lorena A. Boylan, Director of Libraries, **St. Charles Seminary**, Overbrook, Philadelphia, PA 19151. EOE.

ASSISTANT ACQUISITIONS LIBRARIAN. University of Texas at San Antonio seeks entry-level librarian to manage the search, order, receipt, and claim functions for monographs and serials. May include assignment as subject bibliographer. Reports to Head of Acquisitions. Qualifications: ALA-accredited MLS, familiarity with book trade, ability to communicate and work well with faculty, staff, and vendors. Prefer: supervisory and academic library experience, familiarity with OCLC, NOTIS, or automated functions, foreign language, and microcomputer applications. Salary is set at \$18,000. Benefits include optional retirement programs and a percentage payment of employee's social security. No state income tax. Date available: June 1, 1989. Applications received by 5/15/89 will receive priority. Send letter of application, resume and names of three references to: Sue Tyner, Assistant Director, The **University of Texas at San Antonio** Library, San Antonio, TX 78285. UTSA is an EEOC/AA employer.

ASSISTANT COORDINATOR OF TECHNICAL SERVICES (Search Re-opened). Joyner Library, East Carolina University. Position Responsibilities: Assist in planning, coordinating and supervising personnel and activities needed for 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. Screening of applications will begin July 1, 1989, and continue until position is filled. Send letter of application, resume, copies of transcripts, and names of three current references to: Jo Ann Bell, Acting Director of Academic Library Services, Joyner Library, **East Carolina University**, Greenville, NC 27858-4353. Official transcripts from each college or university attended will be required prior to any offer of employment. 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.

ASSOCIATE LIBRARIAN AND COORDINATOR, COLLECTION MANAGEMENT, Undergraduate Library, University of Michigan Library. Responsibilities: Oversees acquisitions and course reserves operations at Undergraduate Library (UGL). Coordinates UGL selection activities and selects books for UGL in selected subject areas. As a member of UGL's reference staff, provides reference and bibliographic instruction to UGL users which may include team-teaching a credit course for Communication majors on information gathering for mass media. Participates in library-wide planning and management activities as appropriate, particularly in the area of collection development. Performs related professional tasks as appropriate. Required: Accredited MLS. 2 years previous supervisory experience or equivalent in an academic library. 1–2 years experience in collection development. Superior oral and written communication skills. Previous teaching and reference experience in an academic library. Demonstrated knowledge of the principles of materials selection in an academic library. Ability to work independently and cooperatively with staff at all levels. Demonstrated commitment to public

services for undergraduates in the teaching library environment. Demonstrated ability to work effectively in a demanding and rapidly changing technology-based library environment. Desired: Previous experience with NOTIS. Minimum salary of \$24,500 dependent on previous relevant experience. Applications received by May 31, 1989, will be given first consideration. Apply to: Lucy R. Cohen, Manager, Library Personnel and Payroll Services, 404 Hatcher Graduate Library, **University of Michigan**, Ann Arbor, MI 48109-1205. The University of Michigan is a non-discriminatory, affirmative action employer.

BIBLIOGRAPHIC INSTRUCTION AND BRANCH LIBRARIAN. Participates in general BI program; supervises three branch libraries (Art, Music, Science); and oversees ILL division. Reports to Head of Public Services. Faculty liaison for collection development. Some evening/weekend duty. Qualifications: ALA/MLS, excellent interpersonal skills. Desired: subject knowledge appropriate to one or more branches; experience with microcomputers. Salary: \$26,000–\$30,000. Benefits: 22 days vacation; excellent fringe benefits package. Send resume and names, addresses and phone numbers of three professional references to: John Jaffe, Director of Libraries, **Sweet Briar College**, Sweet Briar, VA 24595. Applicant screening starts May 1st; position open until filled. EEO/AA Employer.

BIBLIOGRAPHIC INSTRUCTION LIBRARIAN/ENGLISH LITERATURE AND LANGUAGE BIBLIOGRAPHER. University of Cincinnati. Responsible for the development, implementation, and evaluation of a library instruction program for Langsam Library. Also responsible for the development, management, and evaluation of English language and literature collections. Langsam Library, a general library with collections in the social sciences, humanities, education, and business, is the main library in a system which includes eleven specialized libraries, an online catalog (JCLID), and a total collection of more than 1.5 million volumes. Required Qualifications: MLS from ALA-accredited program; Master's degree in English or relevant combination of education and experience; three years professional experience in an academic library; two years experience in library instruction; ability to communicate clearly and effectively both orally and in writing. Preferred Qualifications: Two years collection development experience; reading ability of one modern European language; and graduate training in English or comparative literature beyond the MA level. Salary range: \$22,535–\$26,650, depending on qualifications and experience. Excellent fringe benefits. Send letter of application, including resume and the names, addresses, and phone numbers of three references to: Mark W. Weber, Personnel Officer, **University of Cincinnati** Libraries, Mail Location #33, Cincinnati, OH 45221-0033. Application deadline: Postmarked by May 26, 1989. The University of Cincinnati is an affirmative action, equal employment opportunity employer.

CATALOG LIBRARIAN. Responsible to the Coordinator of the Bibliographic Control Division. Responsibilities: Doing original cataloging and editing OCLC member-input records primarily of monographs and serials, but possibly other formats as well; creating and maintaining records for holdings in online public catalog and authority files; checking physical processing and manual records for cataloged serials and add copies; and performing some information desk service (possibly nights and weekends). Some responsibilities

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may change as a result of library automation. Qualifications: Master's degree from a program accredited by ALA, knowledge of LC classification and subject headings, knowledge of AACR-2 revised, ability to use OCLC for most formats, knowledge of MARC record formats, knowledge of LC authority records, proficient written and oral communication skills, ability to provide reference service, and ability to work cooperatively and collegially with library staff and other university personnel and students. Appointment: Position is permanent, tenure leading, with faculty status and rank. Appointment rank will be Instructor. Librarians are expected to meet tenure and promotion requirements of the Library faculty. Conditions are: 12-month contract, 24 days annual leave, 11 University holidays, 12 sick days, health/life insurance package with 80 percent paid by university, retirement program choice of either TIAA/CREF or State system. Both are paid entirely by the University (annual rate is approximately 10 percent of salary), better than average funding and support for professional development. Salary is minimally \$18,800, more depending on experience. University: Tennessee Technological University is a state-supported institution within the State University and Community College System of Tennessee. Tech has approximately 7,000 full-time students and 350 full-time faculty. The library has 15 library faculty and 18 support staff. The library will begin implementation of the ATLAS system of Data Research Associates in April 1989, and will occupy a new building in June 1989. Application Procedure: The position is now open and will be filled as quickly as possible. Screening of applicants will begin July 1, 1989. Position will remain open until filled. To apply you must send: letter of application, resume, transcripts for all college credits (unofficial copies of transcripts are acceptable for initial application), and 3 current letters of reference to: Cataloger Search Committee, **Tennessee Technological University**, Library, Box 5066, Cookeville, TN 38505. Minorities are encouraged to apply and to identify themselves for affirmative action programs. AA/EEO Employer.

CATALOGER/REFERENCE LIBRARIAN. Lander College, a state-supported college. Library moving toward automation. A 12-month appointment with faculty rank and status. Responsibilities: Performs duties in technical services and reference. Assists with bibliographic instruction program. Qualifications: Requires ALA-accredited master's degree. 2 years professional experience in college library desirable. Evidence of continuing professional development. Good communication skills and interpersonal skills. Excellent fringe benefits. Salary: \$25,000-\$28,000. Preferred starting date: July 1, 1989. Submit application, resume, and 3 letters of reference to: Ann Hare, Director of the Library, Jackson Library, **Lander College**, Greenwood, SC 29649. Review of applications will begin May 15. EEO/AAE.

CATALOGING LIBRARIAN. Colgate University, a highly selective independent college located in rural upstate New York, requires a cataloger to perform original and complex member copy cataloging. Collection development and reference duties may also be assigned. Essential: ALA-accredited MLS and excellent communication skills. Preferred: LC cataloging experience using OCLC and some supervisory experience. Salary: \$22,500 minimum. Send letter of application, resume and addresses/telephone numbers of three references before June 15, 1989, to: Judith Green, University Librarian, Case Library, **Colgate University**, Hamilton, NY 13346. An AA/EEO employer.

CHAIR, SPECIAL COLLECTIONS DEPARTMENT, University of Florida Libraries. Responsibilities: develops and manages the Special Collections Department (15.5 FTE, including 6 librarians), comprising University Archives, Baldwin Library (children's literature), Belknap Collection (performing arts), Florida History Library, Rare Books & Manuscripts Collection; oversees the administration of the Latin American Collection. Required: ALA-accredited MLS; completed graduate degree in a humanities or social sciences field; 5 years' academic or research library experience, including substantial experience developing special collections; demonstrated successful management of a major library unit; excellent communications and interpersonal skills; reading knowledge of a Western European language. Preferred: substantial experience managing special collections; knowledge of special collection processing functions, including familiarity with automated library applications and preservation processes; strong public service commitment; reading knowledge of Classical languages. Minimum salary-\$37,000 for 12 months. Benefits: tenure-track appointment with faculty status, 22 days vacation, TIAA-CREF or other retirement options, no state or local income tax. Send letter of application, resume, and names, ad-

resses and phone numbers of 3 professional references by June 15, 1989, to: Lynn Badger, Library Personnel Officer, 211 Library West, **University of Florida**, Gainesville, FL 32611. AA/EEO.

COORDINATOR OF MONOGRAPHIC ACQUISITIONS. University of Delaware, Library. Search Extended. Under the direction of the Head, Central Processing Department, responsible for the acquisition of monographs, media materials and Special Collections materials including pre-order searching, order input, order receipt, and gift processing. Also oversees the receipt of standing orders and blanket/approval plan materials. Duties include: supervision and training of unit staff (9): monitoring work flow; formulation, implemen-



CHIEF BIBLIOGRAPHER University of Alabama

The University of Alabama Libraries, Tuscaloosa, invite applications for the position of Chief Bibliographer. This position reports to the Associate Dean of Libraries for Collections and Information Services and is responsible for planning, implementing, monitoring, coordinating, and evaluating the collection development program in an evolving environment. Reference and other librarians (22) are in the process of developing collection skills, activities, procedures, and policies under the leadership of this position. **Qualifications:** Required: MLS from a program accredited by ALA; relevant experience in an academic library; excellent oral and written communications skills; knowledge of publishing, book trade, higher education, and budget management; knowledge of issues and trends in bibliographic control, collection assessment and collection management; experience in management of approval plans; demonstrated skill in planning, organizing, and coordinating work of others; ability to work effectively and productively with faculty, students, and with library personnel at all level; skill in developing, analyzing, and interpreting relevant statistical data; ability to function effectively in a changing environment; and evidence of professional and/or scholarly activity. **Preferred:** Additional graduate degree; working knowledge of one or more foreign languages, automated systems, particularly in acquisitions, and familiarity with the RLG Conspectus. Twelve-month, tenure-earning position. Salary and rank depend on qualifications: Assistant or associate professor rank, \$27,000 minimum salary, which includes an administrative stipend.

Send cover letter, resume, and names and addresses of three references, by **May 31, 1989**, to:

Sondra Tucker
Libraries Personnel Officer
The University of Alabama
Collection Development Search
P.O. Box 870266
Tuscaloosa, AL 35487-0266

The University of Alabama is an equal opportunity, affirmative action employer.



tation, documentation of procedures, solving complex order and receipt problems: insuring quality control of online order and receipt records. Works closely with the Coordinator of Serials Acquisitions, Coordinator of Copy Cataloging, Head of Collection Development, Head of Media Services and Assistant Director of Libraries for Special Collections. An integrated library system using NOTIS software is being implemented with a public access catalog and circulation component in operation. Presently utilizing the OCLC acquisition subsystem with plans to implement NOTIS acquisitions in mid-1989. The Coordinator will have an important role in the implementation and interpretation of NOTIS acquisitions. Excellent opportunity for self-motivated individual to develop management skills while exploring and implementing creative solutions to diverse online acquisitions and work flow issues. Qualifications: Master's in Library or Information Science from an ALA-accredited program. Strong oral and written communication skills. Ability to establish and maintain effective working relationships. Knowledge of MARC book format. Acquisitions experience. Preferred: Working knowledge of one European language. Experience with automated and/or integrated systems. Familiarity with microcomputer applications. Will be filled at the Assistant Librarian (entry level, minimum \$21,500) or Senior Assistant Librarian level (2-4 years experience, minimum \$23,800.) Rank and salary dependent upon experience and qualifications. Vacation of 22 working days. Liberal sick leave. Employees' basic Blue Cross/Blue Shield, major dental and medical, group life insurance and long-term disability all paid by the University. TIAA-CREF. Tuition remission. To apply, send letter of application, current resume, and the names and telephone numbers of three references to: Maidel Cason, Assistant Director of Libraries for Administrative Services, **University of Delaware** Library, Newark, DE 19717-5267. The University of Delaware is an equal opportunity employer which encourages applications from qualified minority groups and women. To ensure consideration applications should be received by May 21, 1989.

DIRECTOR, CLARKE HISTORICAL LIBRARY, Central Michigan University, a library concentrating in the history of Michigan and the Old Northwest Territory. The library also includes a sizable historical collection of children's literature. The Director is responsible for the administration, development, and promotion of library collections and services. The position is advised by a Board of Governors and reports to the Dean of Libraries. Required qualifications: ALA-accredited MLS; Ph.D. in American history or American studies or equivalent scholarly record; library experience; relevant scholarly publications; knowledge of bibliographic resources, preservation, and historical materials including rare books and manuscripts; communication skills, public service orientation, and administrative/supervisory experience. Preferred qualifications: experience and/or

training in public history; experience in grant writing and promotional activities; familiarity with library automation; and knowledge of publishing. Position is a twelve-month appointment. Salary is commensurate with qualifications (range about \$31,950 to \$52,550 for 1989-90). Excellent fringe benefits. Applications and nominations will be accepted until the position is filled. Review of candidates' files will begin June 5, 1989. Submit letter of application citing position; resume; names, addresses, and telephone numbers of at least three references to: Chairperson, Selection Committee, 207 Park Library, **Central Michigan University**, Mt. Pleasant, MI 48859. CMU is an affirmative action and equal opportunity institution.

DIRECTOR OF LEARNING RESOURCES CENTER, Messiah College, Grantham, Pennsylvania. Administration and management of the Library and Media Center with 5 professionals and 9 support staff; 160,000 volumes and an \$800,000 annual budget. Library automation in process; online public access catalog planned. Requirements include ALA/MLS, with second Master's or Doctorate preferred; minimum of 5 years experience in academic libraries; knowledge of automated library systems. Salary \$35,000-\$45,000 commensurate with qualifications for a 12-month faculty appointment, July 1, 1989. Reports to the Vice President for Academic Affairs. Seeking candidates with commitment to an evangelical expression of the Christian faith. Send inquiry and resume, including names and addresses of 3 references to: Harold Heie, Vice President for Academic Affairs, **Messiah College**, Grantham, PA 17027. EEO/AA.

DOCUMENTS AND LAW LIBRARIAN. Applications and nominations are invited for a Documents and Law Librarian available July 1, 1989. Duties include reference assistance for unit and general collections, bibliographic instruction, collection development, and liaison to county justices and bar association. Must be available to work nights and weekends on a rotation basis. Required: ALA-MLS and experience working with document or law materials. Preferred: legal coursework or degree, WESTLAW or LEXIS online searching experience, and familiarity with OCLC, LCSH and LC classification. Minimum salary of \$21,000 for 12-month, tenure-track faculty appointment. Fringe benefits include choice of medical plans, liberal vacation and sick leave. Send letter of application, vita and names of three references to: Office of Academic Affairs, Library Search, **Western Kentucky University**, Bowling Green, KY 42101, by June 1, 1989. Women and minorities are encouraged to apply. An Affirmative Action, Equal Opportunity Employer.

HEAD, COLLECTION MANAGEMENT AND PROCESSING SERVICES. University of Cincinnati. New challenging position. Responsible for the management of University Libraries Collection Management and Processing Division, which is comprised of 10 professional and 44 support staff in the Acquisitions, Cataloging, and Collection Management Departments. Through developing effective working relationships with subordinate managers and supervisors, and through participation with other library administrators in University Libraries Management Group, this position will exercise effective leadership. University Libraries includes a general social science and humanities library, and eleven specialized libraries with an online catalog (UCLID) and a collection of more than 1.5 million volumes. Required Qualifications: MLS from an ALA-accredited program; five years of successful management experience in technical services in an academic or research library; experience in bibliographic database management; demonstrated commitment to planning and to a system-wide concept of providing service; knowledge of OCLC or another bibliographic utility; and ability to communicate clearly and effectively. Salary range: \$38,000 to \$45,000, depending on qualifications and experience. Excellent fringe benefits. Send letter of application, including resume and the names and addresses of three references to: Mark W. Weber, Personnel Officer, **University of Cincinnati** Libraries, Mail Location 33, Cincinnati, OH 45221-0033. Application deadline: Postmarked by June 2, 1989. The University of Cincinnati is an affirmative action, equal employment opportunity employer.

HEAD OF CATALOG MANAGEMENT (Search extended): In charge of the Catalog Management Section and its units which support bibliographic control and database building activities of Northwestern University Library and its NOTIS participants, including: management of the online catalog and authority file; the Library's retrospective conversion program; input and update operations of bibliographic, authorities, holdings, and circulation data; material transfer, withdrawal, and volume/copy addition; materials preparation.

DIRECTOR, WENDT ENGINEERING LIBRARY

University of Wisconsin-Madison

The University of Wisconsin-Madison College of Engineering invites applications for the position of Director, Wendt Engineering Library. Candidates must have an MLS from an ALA-accredited school of library and information studies; subject matter experience in engineering or a related field is highly desirable. Salary range: \$40,000-\$58,000.

Position is available beginning fiscal year 1989-1990. To receive a full position description or to submit an application, contact:

Associate Dean William Wuerger
University of Wisconsin-Madison
College of Engineering
1513 University Avenue
Madison, WI 53706
Phone 608-262-3484

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, a support staff, and hourly staff. Qualifications: Master's degree from an accredited library school; working knowledge of two or more foreign languages, preferably including German or a Romance language. Three years professional experience in original cataloging and authority control performed in an automated environment. Demonstrated supervisory capabilities. Hiring Range: \$26,000-\$30,500. To ensure full consideration, send application and resume, including names of three references by June 15, 1989, to: Ann Smith, Manager, Library Personnel, **Northwestern University** Library, Evanston, IL 60208. An AA/EEO employer.

HEAD, MEDIA SERVICES, University Library, University of California, Santa Cruz. This is a new, department-level position, resulting from the administrative transfer of campus AV services to the library. Reports directly to University Librarian and serves as a member of the Section Heads Council, the library's principal policy-making body. Responsible for the administration of the Media Services Section, whose units—Audio-Visual Services, Language/Learning Laboratory, Recordings, and Slides—are composed of 1 librarian, 9 career staff, and 30-40 student assistants. Consults with campus users to advise the library administration on the advancement of media services on the campus. May participate in reference, library instruction or collection development. Qualifications: Graduate degree from an ALA-accredited school of librarianship or a master's degree in educational media plus library experience; demonstrated supervisory and administrative ability; strong planning, team building and communication skills; demonstrated audio-visual and nonprint experience. Knowledge of the broad range of media formats, audio and visual equipment, cable TV systems, and video production desirable. Appointment level: \$31,944-\$46,020. Position available August 1, 1989. Send resume and names of four references by April 30, 1989, to: Katherine Beiers, University Library, **University of California**, Santa Cruz, CA 95064. An equal opportunity, affirmative action employer.

HEAD, MEDIA SERVICES DEPARTMENT. University of Delaware Library. Reporting to Assistant Director of Libraries for Public Ser-

ices. The University of Delaware Library seeks dynamic, creative individual with strong organizational skills to take leadership role in development and administration of collections, staff, and services related to audiovisuals and microforms. Department consists of the Head, 2 professional staff and 9 support staff, plus student employees. Provides administrative liaison with Academic Computing and Instructional Technology public computing site using IBM and Macintosh technology in the library. Responsible for day to day supervision of the site including staff. Promotes effective use of audiovisual and microform collections and services in new library facility completed in 1986 which offers optimum flexibility for new technologies. The Media Services Department provides access to 1.6 million microforms and 3,000 audiovisuals. The Department schedules audiovisual collection for use on campus: provides access to and establishes policies for new audiovisual equipment in recently installed carrels and new media viewing room. Position primarily responsible for audiovisual collection development. Department is responsible for providing public access to and user assistance with microform collection and equipment. An integrated library system using NOTIS software is being implemented with a public access catalog and circulation component in operation. The library subscribes to some databases on compact disc, and has also implemented local access to commercial databases on the University mainframe using BRS software. Department head works closely with other department heads to implement procedures and services: consults with and advises the Assistant Director of Libraries for Public Services on Media Services programs and policies. Participates with other public service department heads in policy formulation and planning activities. Qualifications: ALA-accredited MLS. Preference given to candidates with experience with audiovisual materials and/or microforms in an academic library, and demonstrated management skills. Knowledge of copyright policies related to non-print materials, and knowledge of processing of these materials desirable. Familiarity with current applications of media technology. Strong oral and written communications skills. Ability to establish and maintain effective working relationships with diverse individuals in rapidly changing academic environment. Familiarity with online automated systems and/or microcomputing applications preferred. Rank and salary dependent upon experience and qualifications. Senior Assistant Librarian minimum \$23,800. Associate Librarian minimum \$28,200. Prefer to



ASSISTANT HEAD, DEPARTMENT OF SPECIAL COLLECTIONS

University of Southern California

The University of Southern California is seeking a Librarian as Assistant Head, Department of Special Collections. Reports to Head and manages daily operations, including public and technical services. Serves as Curator, American Literature; responsible for acquisitions for Collection. Develops procedures on security, preservation, and access. Provides reference and instruction on use of collection. Prepares exhibits.

MLS/ALA-accredited institution, B.A. in English Literature (Master's or Doctorate in American Literature desirable); knowledge of archival practices, 2 to 5 years experience, preferably in academic library. Reading knowledge of German, Latin, or French.

Rank and Salary: Librarian I, \$27,606; Librarian II, \$34,750, plus benefits.

Closing Date for Applications: **June 9, 1989.**

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

Applicants submit letter of application, resume, and names and telephone numbers of three references. Refer to Assistant Head, Department of Special Collections, Position #123-C&RL on all correspondence.

AA/EEOE

hire at Associate Librarian level. Vacation of 22 working days. Liberal sick leave. Employees basic Blue Cross/Blue Shield, major dental and medical and group life insurance all paid by the University. TIAA-CREF. Tuition remission. To apply send letter of application, current resume, and names and telephone numbers of three references to: Maidel Cason, Assistant Director of Libraries for Administrative Services, **University of Delaware** Library, Newark, DE 19717-5267. Position available July 1, 1989. To ensure consideration applications should be received by May 26. The University of Delaware is an equal opportunity employer which encourages applications from qualified minority groups and women.

HEAD, SERIALS ACQUISITIONS SECTION (Acquisitions Department). General Description: Responsible for the daily operations of the Serials Acquisitions Section and the Binding unit. Reports to the Head of Acquisitions. Environment: With an annual budget exceeding \$1.7 million, the Acquisitions Department acquires approximately 40,000 titles per year as the result of purchase and gift. The Department has 11.5 FTE staff members, who work in three units: monographs, serials and binding. We expect to automate the acquisitions and serials control functions in the near future. Duties: Oversees serials acquisitions, preorder and precatalog searching, check-in and claiming, and binding preparation and receipt. Prepares serials subscriptions and approves invoices for payment. Monitors expenditures and prepares and analyzes management reports. Reviews and revises procedures. Acts as liaison with serials vendors. Answers patron inquiries concerning the status of subscriptions. Develops and maintains knowledge of the serials trade and current trends in the acquisition of library materials. Assists in planning and



TWO POSITIONS Gonzaga University

Catalog Librarian. Responsible for original cataloging in all formats in WLN-based technical services unit; reports to Head of Cataloging. Requires ALA-accredited MLS, knowledge of AACR2, MARC, LC classification, and LCSH; previous professional experience, familiarity with WLN or other utility, foreign language skills, additional graduate degree, desirable but not mandatory.

Acquisitions/Serials Librarian. Responsible for acquisitions and processing of periodicals, standing orders, government documents, and monographs; supervises paraprofessional staff; reports to Head of Technical Services. Requires ALA-accredited MLS and minimum one year experience in acquisitions or serials control; knowledge of WLN or other utility, familiarity with automated serials control systems, additional graduate degree, desirable.

Both positions are 12-month permanent tenure-track faculty appointments, available June 1. Minimum salary \$21,000 plus liberal faculty benefits including relocation assistance. Major new building and automation project in progress. Review of applications begins June 1.

Send letter of application with salary expectations, resume, plus names, addresses and telephone numbers of 3 current references to:

Eileen Bell-Garrison
Head of Technical Services
Crosby Library
Gonzaga University
Spokane, WA 99258



implementation of an automated acquisitions and serials control system. Contributes to Library, University, and professional activities. Supervision: Supervises 2 support staff in the Serials Acquisitions Section and 3 support staff in the Binding unit. Qualifications: Required are an MLS from ALA-accredited library school or foreign equivalent; at least two years professional experience; strong communication skills in the English language; leadership ability. Desirable are Technical Services experience in an academic library; knowledge of AACR2, MARC formats, and the operations of a bibliographic utility, such as OCLC; familiarity with national trends in serials control and library computer applications related to serials. Appointment: Twelve-month, tenure-earning, faculty rank. Librarians are expected to meet the University's criteria for promotion and tenure which require research, publication and involvement in the profession. Salary: Starting range, \$24,000-\$30,000. Benefits: Paid pension, partially paid insurance, tuition remission, 22 days vacation, moving allowance. Documents: Application letter, resume, names of three references. Closing: For full consideration, apply before June 15. Apply to: Ronald P. Naylor, **University of Miami** Library, P.O. Box 248214, Coral Gables, FL 33124. Phone: 305-284-4585. FAX: 305-662-3828. The University of Miami is an equal opportunity, affirmative action employer.

LIBRARY CONSERVATOR. The Hagley Museum and Library, an independent research library specializing in business and technological history, is seeking a Library Conservator to develop and carry out a comprehensive preservation and restoration program for its Special Collections library materials. This professional will help design and monitor construction of a new library conservation laboratory. Requires graduate degree from recognized book and manuscripts conservation training program plus minimum 2 years' related experience or equivalent experience in conservation of library materials. Familiarity with preservation issues in research libraries desirable. Reply by May 31 to: Personnel Department, **Hagley Museum and Library**, P.O. Box 3630, Wilmington, DE 19807. EOE.

MANAGER, OFF-CAMPUS LIBRARY SERVICES, Central Michigan University. Search re-opened. OCLC is the largest and most comprehensive off-campus library support service for extended degree programs in the country serving adult undergraduate and graduate students in over 50 centers in the United States. Responsibilities: Directs and participates in a reference assistance and document delivery service for students and faculty in the off-campus curriculum of the university. Supervises a staff of eleven including six librarians (two in Mt. Pleasant, MI; two in Fairfax, VA; and two in Troy, MI). Minimum qualifications: ALA-accredited MLS degree and three years experience of a qualifying nature including reference service, bibliographic instruction, knowledge of online and/or CD-ROM database searching, student and staff supervision, and program planning and budgeting. Excellent communication and interpersonal skills, willingness to travel by airplane and work a flexible schedule, and interest in serving the academic needs of adult learners are required. Experience with microcomputing and NOTIS is desired. Experience in library program marketing desirable. Salary commensurate with qualifications (range, expected FY89/90: \$28,225 to \$45,450). Position is a 12-month appointment based in Mt. Pleasant, Michigan. Excellent fringe benefits. Central Michigan University is a state institution with an enrollment of 17,000 on-campus students and an off-campus constituency of about 10,000 individuals. CMU's Off-campus Library Services program is a recognized model for serving distance learners, sponsors the Off-campus Library Services Conference, and publishes its conference proceedings to support librarians in this field. Submit letter of application, and names, titles, addresses and telephone numbers of three references to: Chairperson, Selection Committee, 207 Park Library, **Central Michigan University**, Mt. Pleasant, MI 48859. Position is available July 1, 1989. Applications and nominations will be accepted until the position is filled. Review of candidates' files will begin May 20, 1989. CHU is an affirmative action and equal opportunity institution.

MAP CATALOG LIBRARIAN (Search Reopened): Responsible for a full range of cataloging functions, including classification, descriptive cataloging and subject cataloging of maps and cartographic materials. Revises the work of paraprofessional working with contributed copy in the same subject area. Required: MLS from an ALA-accredited library school. Preferred: Subject master's in geography or geological sciences; knowledge of one or more European languages; familiarity with AACR2, LC Classification and MARC formats; experience with OCLC or other online databases. Salary: Mini-

mum \$19,000. The Marriott Library has a collection of over 2 million volumes and is serviced by over 40 librarians and 250 staff members. The University of Utah is situated on a 1,500 acre campus in Salt Lake City and has over 23,000 students. Salt Lake City is situated in a dramatic mountain setting and offers an excellent quality of life. Hiking, camping and river-running are available in both mountain and desert red-rock country in summer. Outstanding alpine and nordic skiing in winter. Cultural opportunities include symphony, ballet, modern dance, chamber music, opera, theater and arts film. Applications received by June 30, 1989, will be given first consider-

ation; applications will be accepted until the position is filled. Send letter of application, resume and names of three references and/or Placement Bureau address to: Dennis R. Defa, 328 Marriott Library, **University of Utah**, Salt Lake City, UT 84112. The University of Utah is an Equal Opportunity, Affirmative Action Employer. Women and Minorities are encouraged to apply.

MEDIA AND FINE ARTS CATALOGER. The University of Arizona Library is seeking a professional librarian to provide original and complex copy cataloging for audiovisual materials, sound record-

Harvard College Library

Specialist in Book Selection, Widener Library.

Reporting to the Associate Librarian for Collection Development, responsible for Widener Library, collection development for materials published in Latin America, Spain, and Portugal, in the humanities and social sciences, both new and retrospective. Selects monographs and serials; supervises searching and order preparation process; initiates and oversees correspondence and record of exchange programs with about 100 institutions; and makes preservation decisions. Works with faculty and students on bibliographic problems and research needs; works closely with the Serials Department in resolving complex receipt problems; coordinates collecting program with other units of the University Library in this field. **Qualifications:** MLS or equivalent, graduate degree in Iberian or Latin American studies and knowledge of the book trade, highly desirable. Fluency in Spanish and Portuguese, strong knowledge of the literature and culture of the major assigned areas, several years of library experience.

Assistant Librarian for the Korean Collection, Harvard-Yenching Library.

Reporting to the Librarian, responsible for the overall development and management of the Korean Collections. Primary duties are both selection, ordering, bibliographic and reference service, and supervision of all routine functions of a self-contained library unit. Other responsibilities include monitoring and managing the acquisitions budget; developing exchanges with Libraries both in the U.S. and abroad, especially Korea; serving as the Library's liaison with the Korean studies community both at Harvard and other institutions; advising visiting scholars and students on sources; corresponding with vendors; and supervising one full-time and student help. Serves as an advisor to the Librarian on policy matters; participates in national and international meetings on Korean library resources; develops cooperative programs with other Korean collections. **Qualifications:** ALA-accredited MLS or equivalent, such as graduate degree in Korean studies; at least 5 years of successful experience in a Korean studies library; preferably as a bibliographer. Thorough command of the Korean language and of Korean history and culture; reading and writing knowledge of Chinese and Japanese desirable. Demonstrated evidence of leadership, managerial ability within a collegial framework. Good writing, speaking, and interpersonal skills essential.

Both positions available immediately. Rank and Salary, depending on qualifications and experience, \$35,000 minimum. Good benefits package. Resumes to: Susan A. Lee, Associate Librarian for Personnel, Harvard College Library, Widener Library, RM. 98, Cambridge, MA 02138. An Equal Opportunity/Affirmative Action Employer.

Smart People Choose Harvard.



Harvard University

ASSOCIATE DEAN OF UNIVERSITY LIBRARIES FOR PUBLIC SERVICES

Arizona State University

The Arizona State University Libraries are seeking candidates for the position of Associate Dean of University Libraries for Public Services. The successful candidate will be responsible for the leadership and management of Public Services' units (in the main library and three major branch libraries) and participate in overall library planning and policy formulation.

Required qualifications: ALA-accredited MLS degree; successful administrative experience at the department head level or above in public services in a university library; a record of progressively responsible experience in an academic/research library; demonstrated leadership qualities; strong analytic, communication and interpersonal skills; experience in creating and implementing new public service programs; knowledge of latest issues and trends in academic librarianship; experience with a wide range of public service programs; experience with online systems; evidence of professional development, service, and participation in professional associations; successful supervisory experience, preferably of a large staff including librarians.

Arizona State University and its Libraries: ASU's mission is to continue development as a major research university and remain competitive with the best public universities in the nation. Toward that end, the libraries have experienced dynamic growth during the past few years. A science and engineering library was occupied in 1983, an \$11.8 million addition to the main library was occupied in early 1989, and the other libraries are being expanded/remodeled. The libraries enjoy an advanced online catalog that includes indexes to periodicals and specialized collections. Collections total 2.4 million volumes and 2.8 million microform units. Of the 260 FTE staff, 116 are employed in public services. Membership is held in ARL, ACRL, CRL, AMIGOS, OCLC and, as an associate member, in RLG. The total library budget is \$10.2 million. ASU, with 43,000 students, is the nation's 5th largest university and is located near Phoenix, the nation's 10th largest city.

Salary: \$55,000 minimum, depending on qualifications. Benefits: TIAA-CREF, VALIC, or state retirement plan; annual paid leave of 22 days vacation, 12 days sick leave, and 10 holidays; tuition reduction for employee and family at all three Arizona universities. Librarians serve on university governance committees and are eligible for continuing appointment status and sabbatical leave.

Applicants must include documentation or evidence of specific qualifications and short statements (no more than 2 pages each) concerning 1) their philosophy of public service and 2) what new public service programs they have implemented and are interested in implementing. Recruitment will remain open until the position is filled. To ensure consideration, applications should be received by **June 1, 1989**, when review will begin.

Send letter of application, resume, supporting documents, and a list of 4 recent references to:

Constance Corey
Associate Dean of University Libraries
for Management Services
Hayden Library
Arizona State University
Tempe, AZ 85287-1006
(602) 965-3417

ASU is an equal-opportunity, affirmative-action employer. Minorities are encouraged to apply.

ARIZONA STATE UNIVERSITY



ings and computer software. This position would also be responsible for original cataloging of monographs in the subject areas of fine arts, education, juvenile literature and library science and would serve as a cataloging resource person for library staff in the above formats and subject areas. Additional responsibilities include revising in the union card catalog, active participation in departmental planning and membership on Library and University committees. Applicants for this position must have a Master's degree in Library Science from an ALA-accredited school. Other requirements include knowledge of AACR2, LC classification and subject headings, MARC formats, experience and/or training with OCLC or another bibliographic utility, and good oral and written communication skills. Previous cataloging experience and knowledge of at least one European language, preferably Spanish, is desirable. The beginning professional salary is \$20,000; a higher salary can be negotiated depending on qualifications and experience. Librarians at the University of Arizona have academic professional status, are eligible for continuing status, are voting members of the faculty and may take up to 24 days professional leave per year. They have 22 days paid vacation, 12 days sick leave and 10 holidays annually. A standard package of fringe benefits is available. A letter of application, resume, and names of three references should be sent to: W. David Laird, University Librarian, **University of Arizona** Library, P.O. Box C, Tucson, AZ 85721. Applications must be postmarked by June 15, 1989, to be considered. The University of Arizona is an Equal Employment Opportunity, Affirmative Action employer.

MONOGRAPH CATALOGER. Responsible for original cataloging of monographs and media, cataloging of special collections, catalog maintenance, and bibliographic holdings. Three full-time staff plus students. Assist in implementation of an online catalog. The University of Toledo is the fastest growing state university in Ohio with 23,000 students offering associate, bachelor, professional and doctorate degrees in eight colleges. The attractive main campus location in one of Toledo's finest residential sections provides a suburban atmosphere, yet is an integral part of the civic, cultural and commercial life of the community. The city of Toledo has undergone a revitalization of its downtown and waterfront area to complement its noted Museum of Art, Zoo and Metropolitan Park System. Its location provides the city with outstanding recreational opportunities on Lake Erie and easy access to cities throughout the Midwest. Qualifications: MLS from an ALA-accredited school; three or more years of cataloging experience in an academic library with an automated cataloging system (preferably OCLC). Faculty status; 12-month contract; very liberal fringe benefits. Salary about \$27,500 depending upon qualifications. Position available July 1, 1989. For full consideration, applications should be received by June 20, 1989. Applications will be accepted until the position is filled. Send resume and the names, addresses and telephone numbers of at least three references to: Alan D. Hogan, Chairperson of Search Committee, William S. Carlson Library, **The University of Toledo**, Toledo, OH 43606. The University of Toledo is an Equal Opportunity, affirmative Action Employer.

MUSIC/AV CATALOG LIBRARIAN (Search Reopened): Responsible for a full range of cataloging functions, including classification, descriptive cataloging and subject cataloging of music monographs, scores, and audio-visual materials. Revises the work of paraprofessionals working with contributed copy in the same subject area. Required: MLS from an ALA-accredited library school. Preferred: Subject master's in music; knowledge of one or more European languages; familiarity with AACR2, LC-classification and MARC formats; experience with OCLC or other online databases. Salary: Minimum \$19,000. The Marriott Library has a collection of over 2 million volumes and is serviced by over 40 librarians and 250 staff members. The University of Utah is situated on a 1,500 acre campus in Salt Lake City and has over 23,000 students. Salt Lake City is situated in a dramatic mountain setting and offers an excellent quality of life. Hiking, camping and river-running are available in both mountain and desert red-rock country in summer. Outstanding alpine and nordic skiing in winter. Cultural opportunities include symphony, ballet, modern dance, chamber music, opera, theater and arts film. Applications received by June 30, 1989, will be given first consideration; applications will be accepted until the position is filled. Send letter of application, resume and names of three references and/or Placement Bureau address to: Dennis R. Defa, 328 Marriott Library, **University of Utah**, Salt Lake City, UT 84112. The University of Utah is an Equal Opportunity, Affirmative Action Employer. Women and Minorities are encouraged to apply.

Preservation Administrative Intern

The Stanford University Libraries is seeking candidates for an eleven month internship in Preservation Administration. The internship is funded from the Andrew W. Mellon Foundation in an effort to give qualified candidates the opportunity to apply administrative skills to preservation activities in a large research library environment. The Intern will participate in administrative assignments as well as a conservation treatment project. Qualified candidates must have an MLS from an ALA accredited library school and formal training or education in preservation administration and conservation treatment or the demonstrated equivalent in training or experience. Experience in a research library is preferred. Assistant Librarian - Beginning salary range \$27,000-\$37,200. Submit letter of application, complete statement of qualifications, resume of education and relevant experience and names and addresses of 3 references by **June 1, 1989 to Irene Yeh, #904-CRL, Acting Library Personnel Officer, Stanford University Libraries, Stanford, CA 94305-6004. EOE/AA.**

**STANFORD
UNIVERSITY**



NETWORK EXECUTIVE DIRECTOR. The AMIGOS Bibliographic Council, Inc., is seeking an Executive Director to provide dynamic leadership throughout several Southwestern states. Headquartered in Dallas, this organization provides high technology education and services to libraries internationally. Its annual budget exceeds \$11 million. The Executive Director is the CEO and reports to the Board of Trustees. Qualifications: Five years of senior administrative experience and excellent interpersonal communication skills are required. It is preferred that applicants have knowledge of current library/information trends and issues. An ALA-MLS degree is desirable. Applications will be evaluated from June 1 until position is filled. The starting date is October 1, 1989. Salary: \$70,000 minimum. Send applications to: Donald E. Riggs, Chair, Executive Director Search Committee, **AMIGOS Bibliographic Council, Inc.**, 11300 North Central Expressway, Suite 321, Dallas, TX 75243. AMIGOS is an Equal Opportunity Employer.

ONLINE SERVICES COORDINATOR. In a public services faculty of eight professionals, coordinates online and CD-ROM search services; includes designing and implementing instruction. Provides guidance, training, and support of microcomputer applications throughout the Libraries. Works scheduled hours at Reference Desk, including some evening and weekend hours. Required: MLS from an ALA-accredited school, or equivalent degree; demonstrated aptitude for online database searching, reference work, and teaching; knowledge of microcomputer hardware and applications. Preferred: prior experience as an online services coordinator. Faculty rank and status, tenure track. Twelve-month appointment with

24 days vacation. Lecturer or Assistant Professor. Salary range: \$25,000-\$30,000. Standard fringe benefits including TIAA/CREF and paid medical and dental. Submit a letter of application, resume, and names of at least three references to: Enid Haag, Chair, Search Committee, Wilson Library 216, **Western Washington University**, Bellingham, WA 98225, no later than July 31, 1989. Position available November 1, 1989. Telefax number: (206) 676-3044. Preliminary interview may take place at ALA in Dallas. Western Washington University is committed to enhancing the diversity of the faculty; women and minorities are encouraged to apply. WWU is an Affirmative Action, Equal Opportunity Employer.

PERIODICALS/ILL LIBRARIAN. Manages periodical collection and plans for automated serials control system. Supervises interlibrary loan and participates in reference some evenings and weekends. Qualifications include MLS and ability to handle complexities of serials. Salary \$19,000-\$27,000 depending on academic credentials and experience. August 1, 1989, starting date. Send letter of application and names of three references by May 20, 1989, to: Dan Joldersma, Library Director, **Hillsdale College**, Hillsdale, MI 49242.

PRESERVATION MICROFILMING LIBRARIAN, Columbia University. Primary responsibility for managing the Columbia University Libraries Preservation Microfilming Program, including supervision of support staff and student assistants to prepare materials for microfilming, involving establishing bibliographic control, targeting, collating, and physical preparation of volumes; and supervision of sup-

HEAD, GENERAL REFERENCE SECTION Humanities and Social Sciences Department Pennsylvania State University Libraries

The Pennsylvania State University Libraries seek an energetic, creative team leader for an outstanding opportunity as Head of the General Reference Section of the Humanities and Social Sciences Department. This is a faculty position with academic rank at Penn State's University Park campus. The Section is responsible for the provision of a broad range of humanities and social science reference and general information services. The reference collection contains approximately 50,000 volumes in addition to an innovative CD-ROM service center. Continued aggressive development of electronic reference services is planned. The staffing of the Section currently consists of the Section Head, nine full- and part-time faculty, four full-time support staff, and twenty-three part-time assistants.

The Section Head reports to the chief of the Humanities and Social Sciences Department and is responsible for the development, maintenance, and participation in the Section's reference services, instructional programs, collection development, and automated reference services. The Section Head will be expected to participate actively in Humanities and Social Science Department planning. The other sections within the Department include Documents/Maps and the Arts Library.

Qualifications: ALA-accredited MLS, or equivalent, and significant experience in a large, academic/research reference environment are required. The ability to provide team leadership in a dynamic, changing environment is essential, as are strong interpersonal skills, demonstrated supervisory skills, and a knowledge of the major trends in academic reference librarianship. An additional advanced degree in the humanities or social sciences including business, and experience with automated reference services, are preferred. Potential for promotion and tenure will be considered.

Salary and rank dependent on qualifications, minimum \$30,000. 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 GRH-ACRL
Pennsylvania State University Libraries
University Park, PA 16802**

Preference will be given to applications received before **June 16, 1989.**

An affirmative action, equal opportunity employer; women and minorities are encouraged to apply.

upon qualifications and experience. Reports to: Head of the General Reference Department. Education Requirements: Minimum MLS from an ALA-accredited library school. For appointment at the rank of assistant professor or above, a second master's degree or 30 hours of graduate course beyond the MLS, or its equivalent, is required. Qualifications: Demonstrated ability to communicate effectively, written and verbally. Experience in computerized reference services. Minimum of 3 years professional library experience required in public services. Duties and Responsibilities: As a direct-service provider, participates in a variety of departmental services including reference desk, library instruction, computer searching, and collection development. Specifically will be responsible for scheduling, training, and managing of reference desk services in consultation with the head of the department. Fulfills faculty requirements in areas of contributions to librarianship, scholarly activities, and service. In working with other library staff, will function in a highly consultative environment. Benefits: Illinois State Retirement System; 24 vacation days; faculty status and rank. Deadline for Applications: June 1, 1989. Nominations: Send a cover letter with: 1) a complete statement of qualifications; 2) resume of education and relevant experience; and 3) the names, addresses, and telephone numbers of at least three references to: Elizabeth A. Titus, Assistant Director for Public Services, 414 Founders Memorial Library, **Northern Illinois University**, DeKalb, IL 60115.

REFERENCE LIBRARIAN. The University of Northern Iowa has an immediate opening. The position participates in a full range of reference duties, including reference service, bibliographic instruction, computerized searching, and related assignments. Also serves as bibliographer in Library's collection management program. One of 7.5 general reference positions. ALA/MLS and good interpersonal, written, and oral communications skills required. Coursework or experience related to position's duties required. A strong academic background in one of the following subjects preferred: natural or health sciences, social sciences (including sociology and human services), or education. A second master's or equivalent required for

tenure. Work year consists of academic year—including summer sessions—plus two weeks. Off approximately eight weeks a year. TIAA/CREF. Excellent fringe benefits. Salary: \$21,500 minimum. Application deadline: screening of applications will begin on June 15, 1989, and continue until the position is filled. Send letter of application, resume, transcripts, and three letters of reference to: Stan Lyle, Chair, Search Committee, Donald O. Rod Library, **University of Northern Iowa**, Cedar Falls, IA 50613. UNI is an equal opportunity employer with a comprehensive plan for affirmative action. Applications from women and minorities are encouraged.

REFERENCE LIBRARIAN/UNITED STATES GOVERNMENT DOCUMENTS SPECIALIST. The University of Akron is the third largest state-assisted university in Ohio. It offers its 27,000 day and evening students more than 230 associate's, bachelor's and master's degree programs, and 14 doctoral degree programs. The University Library and Learning Resources is seeking a versatile, experienced person to coordinate its extensive (50% select depository) U.S. documents collection. Responsibilities include the coordination of collection evaluation, maintenance and selection; acting as liaison with G.P.O. and with technical services; representing the university library at regional meetings. This person, who reports to the Head of Reference, provides general Reference Desk services, including evening and weekend desk hours, and gives bibliographic instruction. Required: ALA-accredited MLS and two years experience with a U.S. documents collection are necessary. Candidates must have strong written and oral communication skills. Preferred: Two years reference experience in an academic library, familiarity with library computer applications, OCLC, VTLS, and online searching are desirable. Application Deadline: June 1, 1989. This contract professional position includes 22 days vacation, standard benefits package, and a starting salary between \$19,786 and \$22,281. Send letter of application and resume with three references to: Phyllis O'Connor, Reference Librarian Search Committee, Bierce Library, **University of Akron**, Akron, OH 44325-1701. The University of Akron is an affirmative-action, equal-opportunity employer.



CATALOGING LIBRARIAN Wayne State University

Wayne State University Library System announces a Librarian I or II cataloging vacancy. This position performs the full range of tasks necessary for the evaluation of member-input copy cataloging and original cataloging, subject analysis, classification and authority work according to the established procedures and national and local standards. This is a post which may lead to tenure based on standards of evaluation and quality of performance in 1) professional assignments, 2) creative and scholarly work, and 3) contributions to the profession.

Master's degree from an ALA-accredited library school is required. Some previous library cataloging experience is desired. Experience with OCLC (preferred) or other bibliographic utility and with a local automated system (NOTIS) preferred. Knowledge of at least one foreign language essential. Bachelor's degree in science preferred. Applicants should also have good initiative and a high motivation level.

Wayne State University is a national research university located in an attractive part of the city in a park-like setting of Detroit's Cultural setting.

Salary range \$21,000 + for Librarian I, \$26,000 + for Librarian II. Rank and salary 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 to:

Suzanne Carol Schuelke
Wayne State University
Assistant to Dean of Libraries
134 Purdy
Detroit, MI 48202
(313) 577-4238

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



The LIBRARIES of North Carolina State University

Assistant Director for Public Services

The North Carolina State University Libraries invites applications and nominations for the position of Assistant Director for Public Services.

Responsibilities

Reports to the Director of Libraries and serves as a member of the senior management team. Has primary responsibility for the development and provision of services in support of the University's programs of teaching, research, and extension. Administers the division composed of the Access Services Department, Reference Department, Documents Department, Inter-Library Center, Technical Information Center, and the branch libraries. Oversees a staff of 18 library faculty and 75 FTE support staff. Along with other senior administrators in the Libraries and in Academic Computing, plans for the applications of computer technologies to enhance and reshape information services at NCSU. As a member of the Directors Council, participates fully in providing overall direction for the Libraries.

Qualifications

MLS degree from an ALA-accredited library school. Extensive and increasingly responsible experience in a research library is required, including responsibility for a major public services area. Demonstrated evidence of leadership, managerial, and creative abilities essential. Ability to communicate effectively and to work cooperatively with all segments of the University community. Broad knowledge of information technologies and automated library systems. Sensitivity to information needs in a research and land-grant university community and the role of the library in meeting these needs.

The University

North Carolina State University is located in Raleigh within the Research Triangle. This region of North Carolina contains one of the nation's premier concentrations of academic, corporate, and public research. The area offers outstanding opportunities for professional growth and an exceptional quality of life.

Salary and Benefits

Salary: Minimum -- \$45,000. Librarians at NCSU have academic status without tenure or faculty rank. Benefits include: 24 days vacation; health, dental, life, legal, and disability insurance; state retirement. Tuition waiver program for all 16 campuses of The University of North Carolina available.

To Apply

The position is available as of August 3, 1989 and may be filled during the summer or fall of 1989. The review of applications will begin on May 1, 1989 and will continue until the position is filled. Interested candidates should send a resume and the names and addresses of four current, confidential references to:

Chair, Public Services Search Committee
Office of Personnel Services
Box 7111, NCSU Libraries
Raleigh, NC 27695-7111

**NCSU IS AN AFFIRMATIVE ACTION/
EQUAL OPPORTUNITY EMPLOYER**

REFERENCE LIBRARIANS (2 positions: Humanities Specialist, Social Science Specialist). The LSU Libraries Reference Services Division has 10 librarians and 10 FTE support staff working in a centralized setting. The tenure-track professional positions report to the Head, Reference Services, and are responsible for reference desk service, online searching, bibliographic instruction, collection development, and interlibrary loan. Each position requires the ALA-accredited MLS and a degree in the appropriate subject area or equivalent experience. Reference experience and appropriate subject master's preferred. Salary: negotiable; \$20,600 minimum. The LSU Libraries have NOTIS and membership in ARL, RLG, CRL, ASERL, SOLINET. Preference will be given to applications received by May 15, 1989. Send letter of application, resume, and names, addresses, and phone numbers of three references to: Sharon A. Hogan, Director of Libraries, Middleton Library, **Louisiana State University**, Baton Rouge, LA 70803. LSU is an equal opportunity university.

RESEARCH SUPPORT SERVICES LIBRARIAN. Qualifications Minimum: An ALA-accredited MLS; one year post-MLS experience in a research library setting providing reference, online searches and bibliographic instruction; experience selecting materials and developing library collections; excellent interpersonal skills; the ability to market and promote library services; evidence of creativity and initiative in professional practices. Preferred: Subject expertise, demon-

strated by substantial reference or collection development experience and/or degree in one of the following: fine arts, English, general humanities or business. Rank and Salary dependent on experience and qualifications: Assistant Librarian \$21,000 minimum; Associate Librarian \$27,000 minimum. Application deadline June 1, 1989. General Information: The Arizona State University West Campus Library seeks applications from opportunity seeking, dynamic, energetic and creative librarians to join a department to 5.5 Librarians and 5 paraprofessionals. Responsibilities: Reference and research support, including an innovative partnership with paraprofessional information providers, individual consultation with students and faculty on research projects, and delivery of online services; bibliographic instruction in assigned subject areas; collection development in specific disciplines with emphasis on a strong liaison role with the faculty; and participation in program development and planning. The West Campus, founded in 1984, is a rapidly growing upper division branch campus with exceptional faculty and students. Over 400 junior, senior, and graduate-level courses are presently offered. ASU West Campus has a projected enrollment of 10,000 students when completed. The elegant, new Fletcher Library building contains 97,000 square feet and has an acquisitions budget of \$1.4 million. The Library emphasizes quality services tailored to institutional and client needs, collection building coordinated with curriculum building, intensive use of electronic information technology, and partnership with faculty in the academic mission. An online catalog



INFORMATION AND INSTRUCTION LIBRARIAN **University of Wisconsin-Whitewater**

The University of Wisconsin-Whitewater invites applications for a full-time, tenure-track faculty position of Information and Instruction Librarian available July 1, 1989.

Responsibilities: Provide reference assistance to library users including use of government documents collection; assist users in utilizing local online catalog system; instruct users in conducting end-user database searching; perform online search of DIALOG databases; participate in bibliographic instruction; assist in general and reference collection development efforts. Qualifications: MLS from ALA-accredited institution; working knowledge of machine-assisted reference services; two years professional experience in bibliographic instruction; substantial experience with microcomputer applications; reference specialization in business, education, law or in areas of social sciences or sciences; a second advanced degree in an academic discipline; good communication skills.

Minimum Rank and Salary: Assistant professor; \$24,000. Actual salary is commensurate with qualifications. Benefits: 22 paid vacation days; one day per month sick leave accumulative; 9.5 paid holidays; choice of group medical and dental insurance; state retirement benefits.

University of Wisconsin-Whitewater enrolls 11,000 students in the colleges of Business and Economics, Education, Letters and Sciences and Arts. Library and Learning Resources is a modern facility of over 360,000 books and bound periodicals, 2,800 serials subscriptions, 260,000 documents, 700,000 microforms, 10,617 audiovisual materials and participates in OCLC online cataloging, and has a LS/2000 local automation system.

A complete application file consists of formal letter of application and current vita, official copies of all transcripts and three current letters of professional recommendation. All materials must be received before application can be considered. Deadline for application: **May 15, 1989.**

Address applications and nominations to:

Hsi-ping Shao
Dean of Library and Learning Resources
Harold G. Andersen Library
University of Wisconsin-Whitewater
Whitewater, Wi 53190

Affirmative action, equal opportunity employer.



provides access to both West Campus resources and the collections of ASU in Tempe. Applications Procedure: A letter of application, addressing specific qualifications as they relate to the responsibilities described, a current resume, and the names, addresses, and telephone numbers of 4 references should be sent to: Carol Hammond, Head, Information and Research Support Services, Fletcher Library, **Arizona State University West Campus**, P.O. Box 37100, Phoenix, AZ 85069-7100. (602) 543-8504. An Equal Opportunity, Affirmative Action Employer.

SERIALS LIBRARIAN (Search Reopened). Faculty Rank: Instructor/Assistant Professor. Duties: Responsible for technical and public services functions in a combined serials and microform department with over 2,000 current serial subscriptions, 30,000 bound volumes, and 1.2 million microform items. Responsibilities include collection development and management, i.e., acquisitions, cataloging, maintenance of records, providing access and interpretation of the serials collection to users. Some night and weekend reference work required. Qualifications: ALA-accredited master's degree required. Professional experience with serials in academic or research library is desired. Salary: \$21,004-\$35,925 depending upon academic credentials and experience. Position is a nine-month contract with additional summer work available. Employment Date: August 29, 1989. Application Deadline: June 16, 1989. Applicants must submit a letter of application, a current resume, a transcript(s), and names, addresses, and telephone numbers of three references, preferably from current or former employers. Complete application materials should be sent to: Ethel V. Davis, Serials Librarian Search Committee, Louis L. Manderino Library, **California University of Pennsylvania**, California, PA 15419. California University of Pennsylvania is an affirmative action, equal opportunity employer actively seeking minority candidates.

SOCIAL SCIENCES BIBLIOGRAPHER, Yale University Library. Minimum rank: Librarian II. Responsibilities: Selects publications and information sources in the social sciences for Yale collections. Participates in collection development and management activities of the Social Science Library and Government Documents Center. Qualifications: MLS from an ALA-accredited library school or equivalent. An advanced degree, preferably a Ph.D. in economics, political sciences, public policy, sociology, or international relations. Experience in an academic or research library as a selector or in a related position is desirable. Fluency in one or more western languages, and competence in several. Strong organizational and communication skills. Well-developed and effective interpersonal skills. A record of significant scholarly and professional contributions is expected. Salary and rank dependent upon qualifications and experience; from a minimum of \$27,300. Application deadline: May 31, 1989; applications will be accepted until the position is filled. Please send letter of application, resume, and the names of three references to: Diane Y. Turner, Acting Head, Library Personnel Services, **Yale University**, Box 1603A Yale Station, New Haven, CT 06520. An EEO/AA.

SYSTEMS/AUTOMATION LIBRARIAN, Old Dominion University. The incumbent is responsible for assisting in the analysis of and planning for present and proposed systems/programs, in the development of procedures and/or guidelines for functional activities (manual and automated) and in providing support for operations and planning. He/she has continuing responsibilities for advising management on state-of-the-art automated equipment and services, on existing system capabilities and alternatives for improvement of same, and on new techniques and technologies for improving operations. Additional responsibilities include supervision of one full-time staff member and other back-up personnel, proposing suitable equipment and software for automated systems to improve efficiency and effectiveness and assisting in the implementation of same, assisting in the operations of the library's integrated automated system and online catalog, and initiating and implementing microcomputer-based systems and services. Qualifications: ALA-accredited Master's Degree at time of hiring; experience with automated library services and systems, preferably Geac; working knowledge of library systems and services, especially technical operations; ability to analyze complex library operations and systems and to recommend improvement; ability to communicate effectively with all levels of personnel. Salary: \$22,000 base. For full consideration, send letter of application, resume, the names, addresses, and telephone numbers of three references, and photocopies of all academic transcripts by June 1, 1989, to: Linda Farynk, Assistant University Librarian, **Old Dominion University**, Norfolk, VA 23529-

0256. Old Dominion University is an affirmative action, equal opportunity institution and requires compliance with the Immigration Reform and Control Act of 1986.

UNIVERSITY ARCHIVIST. A new position responsible for developing a university archives and records management program, including records surveys, establishment of operational policies and procedures, and supervision of records management. The Archivist writes grant proposals seeking assistance, plans for space, budget, and microfilming needs; works with State Archives, University administrators, and other Library faculty to coordinate aspects of the program. May teach on occasion in the History Department. 12-month tenure-track faculty position. Qualifications: ALA-accredited MLS degree; and/or MA in history or related field. Courses or other formal archival training highly desirable. Substantive archival experience, preferably in an academic setting. Demonstrated knowledge of archival principles and practices, particularly records surveys and archival arrangement and description. Experience with a records management program highly desirable, as is familiarity with microcomputers and library bibliographic networks. Demonstrated effectiveness in oral and written communications and ability to establish effective working relationships with administrators and researchers. Benefits: University pays for TIAA/CREF or State Retirement; BC/BS Insurance; paid group life insurance; Salary \$27,000+ depending on experience. James Madison University is an affirmative action and equal opportunity employer. The University is located in Virginia's beautiful and historic Shenandoah Valley. Send vita and three letters of reference to: Dennis E. Robison, University Librarian, Carrier Library, **James Madison University**, Harrisonburg, VA 22807. The position will be available July 1, 1989, but will remain open until filled; reviews of applications will begin June 15, 1989.

UNIVERSITY LIBRARIAN

Northeastern Illinois University

Northeastern Illinois University, an accredited state university with an enrollment of 10,000 students, invites applications and nominations for the position of University Librarian. Responsibilities: University Librarian administers all library and media services to off-campus librarians, a significant state archive libraries depository, manages a collection of over 500,000 volumes, 5,000 serials, a full range of non-print materials; directs a staff of 20 faculty and 45 civil service employees; reports to the Provost and serves as a member of the Provost's Council. Position available September 1, 1989. Salary range \$48,000-\$54,000. Qualifications: MLS (ALA-accredited) and additional graduate degree; doctorate preferred. Five years of administrative experience in an academic library; experience in automated systems management; evidence of professional and scholarly achievement; skills in interpersonal relationships, staff supervision, and management of fiscal resources.

Please send letters of nomination or application including a resume and names and addresses of three professional references by **June 15, 1989**, to:

Barbara A. Hursh, Provost
Office of Academic Affairs
Northeastern Illinois University
5500 N. St. Louis Avenue
Chicago, IL 60625

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LATE JOB LISTINGS

CHEMISTRY LIBRARIAN, University of California, Irvine. Provides scientific and technical literature searches, reference and bibliographic services for the physical sciences, especially for chemistry. Required: ALA-accredited MLS degree; BS in Chemistry or Biochemistry or related experience and academic preparation; experience with online database searching; demonstrated commitment to public service; excellent communication skills; basic computer literacy. Desired: Experience with STN International, the Chemistry Abstracts online system or other chemistry information systems; experience in collection development. Appointment at Assistant Librarian, Associate Librarian or Librarian rank, salary \$26,136--\$59,556. Applications received by June 1, 1989, will receive first consideration, but will be accepted until the position is filled. Send application letter with 1) a complete statement of qualifications; 2) resume of education and 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) 856-7115. AA/EOP.

DIRECTOR OF LIBRARY SERVICES. Richard Stockton State College invites applications and nominations for the position of Director of Library Services. One of nine New Jersey state colleges, Stockton is an undergraduate, liberal arts college. Baccalaureate degrees are awarded in 24 programs in four major divisions of study: Arts and Humanities, Natural Sciences and Mathematics, Professional Studies, and Social and Behavioral Sciences. Constituting more than one-quarter of the curriculum is an interdisciplinary General Studies program to which all faculty members contribute courses. Current enrollment is 5,297 students (4,298 FTE). A large number of students (1,862) reside on campus. Full-time faculty number 173; 55 percent are tenured; 92 percent of the faculty hold terminal degrees. The College emphasizes the primacy of teaching. Stockton is located on a 1,600-acre campus in the Pine Barrens in rural southern New Jersey, 15 minutes from Atlantic City, one hour from Philadelphia, and 2.5 hours from New York. The library facility encompasses 52,000 square feet of space in the center of the college's educational complex. A new addition to the library is being planned. The library has a budget of \$1.5 million and a staff of 10 professional librarians, 32 support staff, and approximately 50 student assistants. The library has over 165,000 books and approximately 1,000 periodicals. Automated systems include CLSI, in a network with the other state colleges, OCLC, and online and CD-ROM databases. The Director of Library Services reports to the Vice President for Academic Affairs and is responsible for library planning, budgeting, personnel selection and supervision, and management of library services. Qualifications include a minimum of an MLS from an ALA-accredited institution with an additional graduate degree desired; six or more years of increasingly responsible managerial experience in an academic library; strong interpersonal skills; experience with current library automation and in supervising collection development. Salary is negotiable. The 1988--89 salary range is \$45,222--\$58,785. Please send letter of application and current vita to: Margaret Marsh, Chair, Library Search Committee, c/o Division of Arts and Humanities, **Stockton State College**, Pomona, NJ 08240. Screening begins April 25, 1989. Starting date is July 1, 1989. Stockton is an Equal Opportunity, Affirmative Action Employer. Women and minorities are encouraged to apply.

HEAD, RESOURCE DEVELOPMENT DIVISION. Responsible for planning, administration, evaluation and coordination of collection development activities. Initiates, develops, supervises and manages selection of materials, approval plans, gift and exchanges, serial and monograph searching, preservation, selected grants, special projects and collection analysis. Allocates and monitors the use of \$2.8 million materials budget. Develops cooperative

program with academic departmental library representatives. Supervises 3 professional librarians and 10 support staff. Qualifications: ALA-MLS. Minimum six years professional (post-MLS) experience, including some collection development activities in an academic library. Supervisory experience required. Extensive knowledge of current collection management issues and procedures required. Knowledge of library automation as it relates to collection management, prefer familiarity with OCLC, working knowledge of foreign language sources and book trade. Salary: \$32,000 minimum for 12 months; \$33,000 with additional master's. Benefits: Competitive benefits package. No state income tax. Faculty rank. Texas A&M is located in Bryan/College Station between Austin and Houston. Closing Date: Applications received by July 1, 1989, will receive first consideration. Write or call for complete description of duties, qualifications and benefits. To apply, send letter of application, resume and names and telephone numbers of three professional references to: Roberta Pitts, Head, Personnel Operations, Evans Library, **Texas A&M University**, College Station, TX 77843-5000. Telephone (409) 845-8111. AA, EEO employer.

PRINCIPAL CATALOG LIBRARIAN (New position): The Atkins Library of the University of North Carolina at Charlotte seeks an individual who, under the direction of the Cataloging Unit Head, will supervise the Original Cataloging Section (includes four librarians and one paraprofessional). Other responsibilities will include original cataloging and editing OCLC copy in all USMARC formats within an integrated online catalog system (VTLS). ALA-accredited Master's degree required. A minimum of four years current cataloging experience, especially with Anglo-American Cataloging Rules, LCRI's, USMARC formats, and LC Subject Headings and Classification, in an academic library. OCLC experience required. Online experience desirable. Facility with modern European languages is necessary. Preferred candidate should have demonstrated communication and interpersonal relations skills, with supervisory experience desirable. Twelve-month appointment, tenure-track position, rank commensurate with experience. Minimum salary \$28,000. State mandated benefits. Applications will be reviewed starting June 15, 1989, and will continue until the position is filled. Send resume and the names of three references to: Raymond A. Frankle, Director, J. Murrey Atkins Library, **The University of North Carolina at Charlotte**, Charlotte, NC 28223. UNC Charlotte is an Equal Opportunity, Affirmative Action Employer. UNC Charlotte complies fully with the Immigration Reform and Control Act of 1986. Women and minorities are encouraged to apply.

PROGRAM OFFICER FOR INFORMATION SERVICES, ARL Office of Management Services. Information Services Program Officer: The Association of Research Libraries Office of Management Services seeks experienced professional to operate information clearinghouse and publications operation. This person will be part of a team responsible for training, consulting and development of research initiatives. Qualifications include a library degree, experience in academic/research library operations, writing skills and editorial experience, familiarity with issues and concerns of research libraries, strong interpersonal skills, and research skills. The position is available July 1, 1989. Salary: \$30,000--\$40,000. Please send resume and letter of interest to: Director, **ARL Office of Management Services**, 1527 New Hampshire Avenue, N.W., Washington, DC 20036.

TECHNICAL SERVICES LIBRARIAN. University of Wisconsin-Superior. Responsibilities: cataloging, coordination and maintenance of OCLC/LS2000 integrated system, teaching in undergraduate library science program, evening and weekend reference rotation. Required: ALA-accredited MLS, good communication and human relations skills. Experience in cataloging,

automation and/or collection development and a second master's degree desirable. The position is \$25,000 for a 12-month appointment. Attractive fringe benefits. Closing date for applications: May 20. Letters of application should include a resume and a list of three references. Apply to: Bob Carmack, Director of Library and Media Resources, **University of Wisconsin-Superior**, Superior, WI 54880. AA/EEOC.

THREE POSITIONS. 1) Head of Reference. The O'Neill Library at Boston College seeks a leader in reference and information services to manage an innovative, dynamic and service-oriented department of 10 librarians, 4 paraprofessionals, a secretary and student assistants. Primary responsibilities include management of reference, bibliographic instruction, automated research, and development of the reference collection. The Head of Reference also serves as bibliographer in a designated subject area, is a member of the Library Department Heads Committee, and participates actively in decision making about public services throughout the University Libraries. Requires an ALA-accredited MLS, at least 5 years experience in academic or research libraries, with demonstrated skill in providing a full range of reference services, including familiarity with recent advances in library applications of information technology and automated research support. The successful applicant will be an excellent communicator, committed to the service mission of the academic library, have a collegial management style and support staff development. Experience in collection development with a subject degree or record of bibliographic accomplishment are required. Evidence of active contribution to the library profession is highly desirable. Salary from \$35,000 depending on qualifications. 2) Head of the Social Work Library. The Boston College Libraries are seeking an experienced, service-oriented librarian to head the Graduate School of Social Work Library. This Library, with approximately 30,000 printed volumes and a staff of 5 FTE, provides a full range of professional services to the faculty, doctoral and master's graduate students in the School of Social Work. Its holdings complement the social sciences collections in O'Neill, the central research library on campus, and the Head Librarian works closely with social science bibliographers to coordinate collection development and specialized services. The School offers beginning courses at 3 off-campus sites in the New England area, which require increasing use of electronic information delivery to meet the needs of students, as well as some travel to present orientation and bibliographic instruction sessions. The Head Librarian works closely with the Dean and the faculty of the School of Social Work and serves as a member of several major committees within the School. The position reports to the Associate University Librarian and is an active participant in decision making about overall University Library policies. The successful candidate will have an ALA-accredited MLS with at least 5 years relevant experience in an academic or research library and a graduate background in social work or an appropriate social science. Experience in management of staff and budgets, collection development and successful use of technology to enhance library services are required. Ability to contribute actively to the mission of the Graduate School of Social Work is essential. Evidence of continuing professional development and relevant contributions to librarianship are highly desirable. Salary from \$35,000, depending on qualifications. 3) Reference Librarian/Bibliographer. This position participates fully in providing general reference services, bibliographic instruction and online information retrieval in the O'Neill Library Reference Department. Will take primary responsibility as liaison to the School of Education, developing the Education collection in cooperation with the faculty, planning and implementing specialized services for Education students and faculty. Additional collection development responsibilities are possible, depending on subject background. Reference librarians are members of the Bibliographers Council and contribute their skills to interdepartmental projects and library-

wide committees, as well as developing close working relationships with academic departments. Requires an ALA-accredited MLS, with 3 to 5 years of relevant professional experience in an academic library setting. Commitment to bibliographic instruction, an interest in innovative use of technology, and ability to communicate effectively with colleagues and library users are required. Expertise in collection development appropriate for an education bibliographer, with relevant subject background. Salary from \$25,000, depending on qualifications. Boston College, a co-educational Jesuit University of 9,000 undergraduates and 5,500 graduate and professional students, is committed to the ideal of excellence and service to others. The central O'Neill Library provides an attractive and intensely used environment for study and teaching. The University Libraries, with a staff of 50 professionals, 90 support positions and over 200 student assistants, are recognized as the focal point for research and information services at the university. Fully automated since 1984, the Libraries are currently migrating to the NOTIS system and continue to be leaders in using new information technology to enhance service to users. The Library administration encourages participative management, open communication and staff development at all levels of the organization. Benefits include 22 days vacation, tuition remission and a wide range of insurance programs. Applications received before May 25, 1989, will receive first consideration. To apply send resume and cover letter indicating position of interest along with names and phone numbers of 3 references to: Richard Jefferson, Employment Manager, Department of Human Resources, **Boston College**, Chestnut Hill, MA 02167. An Equal Opportunity, Affirmative Action Employer.

TWO POSITIONS. Texas Christian University, a research institution of some 7,000 students, is seeking candidates for two library vacancies. 1) Reference Librarian. TCU is seeking a reference librarian to provide general reference duties. MLS from an ALA-accredited library school (advanced degree in a subject area is preferred); two years professional experience in public service must be included in the work history. Demonstrated interpersonal skills. Preference will be given to applicants with microcomputer skills and CD-ROM familiarity. Salary: \$19,000--\$20,000. 2) Cataloger. TCU is seeking a cataloger to join the technical services staff of 17 including 5 professionals. Responsibilities will include monograph cataloging using AACR2, LC classification and LCSH on OCLC. ALA-accredited MLS required. Facility with at least one modern European language preferred. Previous experience with supervision, microcomputers and local systems preferred. Knowledge of MARC formats helpful. Demonstrated interpersonal skills. Salary: \$19,000--\$20,000. Application should include letter detailing background, vita and names of three references. Send cover letter, resume, and list of references to: J. Koelker, Box 32904, **Texas Christian University**, Fort Worth, TX 76129. Applications received by May 20th will be given first consideration. EEO.

Recent CLIPpings

CLIP Notes (College Library Information Packets)

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

Collection Development Policies for College Libraries. CLIP Note #11
Compiled by Theresa Taborsky and Patricia Lenkowski. Contains complete policies as well as selected ones on subject collections, special formats, and special collections. 1989. 181p. 0-8389-7295-0. \$23.95; ACRL member \$19.95.

Annual Reports for College Libraries. CLIP Note #10
Compiled by Kenneth Oberembt. Contains data-gathering forms, graphics, and selected annual reports. 1988. 135p. 0-8389-7219-5. \$20; ACRL member \$17.

Friends of College Libraries. CLIP Note #9
Compiled by Ronelle Thompson. "A must for two groups of libraries: those who have Friends groups and those who do not." *Library Journal*. 1987. 134p. 0-8389-7171-7. \$17; ACRL member \$14.

Periodicals in College Libraries. CLIP Note #8
Compiled by Jamie Webster Hastreiter, Larry Hardesty, David Henderson. "Recommended for all college and university libraries." *Library Journal*. 1987. 116p. 0-8389-7143-1. \$17; ACRL member \$14.

Managing Student Workers in College Libraries. CLIP Note #7
Compiled by Michael D. Kathman and Jane McGurn Kathman. "Supervisors looking for help in hiring and managing these [student] workers, whether in small or large academic libraries, will find this compilation very useful." *RQ*. 1986. 182p. 0-8389-097-4. \$17; ACRL member \$14.

Mission Statements for College Libraries. CLIP Note #5
Compiled by Larry Hardesty, Jamie Hastreiter, and David Henderson. "The survey is a good one, eliciting answers to questions about why and how libraries developed statements of purpose, or why not...a commendable production..." *RQ*. 1985. 107p. 0-8389-6944-5. \$20; ACRL member \$15.

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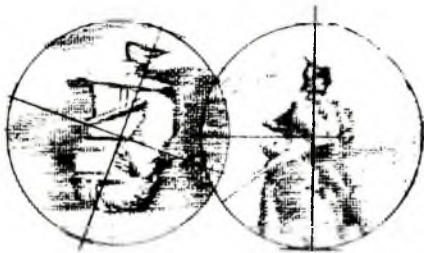
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