ACQUISITIONS LIBRARIAN. Millsaps College seeks a resourceful individual to manage acquisitions and serials in the library. The position involves the selection, evaluation, and ordering of library materials, and requires excellent interpersonal and organizational skills. Interested applicants should have a MLS or ALA-accredited university degree. Salary and benefits are competitive. Applications are invited from qualified candidates. Send letter of interest, resume, and three references to: Library Director, Millsaps College, P.O. Box 150-48, Jackson, MS 39210-0001. (601) 924-1070, parks@okra.millsaps.edu.

ASSISTANT DIRECTOR, LIBRARY/ARCHIVES DIVISION. Kansas State Historical Society, Topeka, Kansas. Responsibilities: Administers all aspects of the library division. Oversees the activities of the reference and microfilm sections, supervises employees working those sections, assists the Director in planning, implementing, and evaluating the work of the division which includes the State Archives, records management, manuscripts, and photo sections. An immediate task will be the initiation of the use of OCLC in library and archives cataloging and implement other automated services as feasible. Qualifications: Required: MLS, three years professional library experience, experience in a library environment, or historical society including or supplemented by one year of supervisory experience. Preferred: Experience with MARC cataloging on automated library systems such as OCLC, RLIN, or Bibliofile; knowledge of historical and genealogical research; knowledge of the principles and procedures of automated supervision. Starting salary $26,880 plus state benefits. Opening contingent on approval of State Civil Service. EO/AAC. Contact: Personnel Officer, Kansas State Historical Society, 120 West 10th, Topeka KS 66612-3; (913) 296-3251 for additional information and application requirements. Application deadline: June 30, 1993.

ASSISTANT REFERENCE LIBRARIAN. Two positions. South Dakota State University (10-month term or tenure-track appointment depending on qualifications). Both positions perform general reference services, research, and participation in bibliographic instruction, with a focus on systems and database searching with other assistant reference librarians. Assistant Reference Librarian. Responsibilities: Includes significant bibliographic instruction responsibilities as the coordinator of the instructor program. Assistant Reference Librarian. Science/Technology position involves in-depth reference assistance services and collection development in the science and technology disciplines; also significant responsibilities for planning, evaluation, and implementation of new information technology. Required - both positions: ALA accredited MLS, effective communication and interpersonal skills, proven successful reference skills, and one year of graduate coursework in reference topics. Graduate coursework and/or experience with bibliographic computer database searching. Required - Science/Technology position: An academic background in science. Desired - both positions: Accredited subject matter's recommended completion of the MLS degree. Applicants should be aware that the position is filled. The University of Denver is committed to diversity and encourage applications from women and members of underrepresented groups. The position is 40 hours per week. The University of Denver is an accredited, independent, coeducational institution. Penrose Library provides materials and services for all of the University's four campuses. Penrose Library to constituent groups; ability to participate in planning all library services and programs as a member of the library administrative team. Preferred: Experience with Internet searching with other assistant reference librarians. Assistant Reference Librarian-Instruction: Involves significant bibliographic instruction responsibilities as the coordinator of the instructor program. Preferred - both positions: ALA-accredited MLS; effective communication and interpersonal skills, proven successful reference skills. Salary: $19,500 (instructor appointment), $22,500 (assistant professor appointment) with standard benefits. Application deadline: June 28, 1993, or until filled. Starting date: September 1, 1993 (negotiable). Send resume, which addresses specific job qualifications, and three letters of recommendation to: Professor Jack Helbig, Classified Advertising Manager, C&RL News Classified Advertising Department, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611-2795; (312) 280-2513; fax: (312) 280-7683 or (312) 280-2520; e-mail: Uz18086@UCVM.uiuc.edu.

ASSOCIATE DIRECTOR FOR PUBLIC SERVICES. The University of Denver, Penrose Library, invites applications for the position of Associate Director for Public Services. Responsibilities: Management of tracitional public service programs and services in Penrose Library including lending, interlibrary loan, stacks management, microtext requests, services, access to current periodicals, reference, collections and services, library instruction, and compact disk and online databases searching. In addition, responsible for implementing innovative, technology-based programs for assisting users to electronic information. Includes access to Internet, access to distance education programs, and services for adult learners in nontraditional degree programs. Requirements: The MLS degree from an ALA-accredited program. Three to five years of post MLS public services management experience, preferably in an academic library; a thorough understanding of information technology issues affecting user services within the areas of responsibility; excellent interpersonal and communication skills along with the ability to work effectively in groups and with a diverse and international university community, representing the library to constituent groups; ability to participate in planning all library programs, including budget, library policy, and personnel. Respondents should have three to five years of management experience with a library. Applicant must have a MLS from an ALA-accredited library school. Please call for sizes and rates.

ASSOCIATE DIRECTOR FOR PUBLIC SERVICES. The University of Denver, Penrose Library, invites applications for the position of Assistant Director for Public Services. Responsibilities: Management of traditional public service programs and services in Penrose Library including lending, interlibrary loan, stacks management, microtext requests, services, access to current periodicals, reference, collections and services, library instruction, and compact disk and online databases searching. In addition, responsible for implementing innovative, technology-based programs for assisting users to electronic information. Includes access to Internet, access to distance education programs, and services for adult learners in nontraditional degree programs. Requirements: The MLS degree from an ALA-accredited program. Three to five years of post MLS public services management experience, preferably in an academic library; a thorough understanding of information technology issues affecting user services within the areas of responsibility; excellent interpersonal and communication skills along with the ability to work effectively in groups and with a diverse and international university community, representing the library to constituent groups; ability to participate in planning all library programs, including budget, library policy, and personnel. Respondents should have three to five years of management experience with a library. Applicant must have a MLS from an ALA-accredited library school. Please call for sizes and rates.

ASSOCIATE DIRECTOR FOR PUBLIC SERVICES. The University of Denver, Penrose Library, invites applications for the position of Assistant Director for Public Services. Responsibilities: Management of traditional public service programs and services in Penrose Library including lending, interlibrary loan, stacks management, microtext requests, services, access to current periodicals, reference, collections and services, library instruction, and compact disk and online databases searching. In addition, responsible for implementing innovative, technology-based programs for assisting users to electronic information. Includes access to Internet, access to distance education programs, and services for adult learners in nontraditional degree programs. Requirements: The MLS degree from an ALA-accredited program. Three to five years of post MLS public services management experience, preferably in an academic library; a thorough understanding of information technology issues affecting user services within the areas of responsibility; excellent interpersonal and communication skills along with the ability to work effectively in groups and with a diverse and international university community, representing the library to constituent groups; ability to participate in planning all library programs, including budget, library policy, and personnel. Respondents should have three to five years of management experience with a library. Applicant must have a MLS from an ALA-accredited library school. Please call for sizes and rates.
The Association of Research Libraries seeks a Senior Program Officer to develop and manage a Statistics and Measurement Program. The primary responsibility is the development of strategies for measuring the organizational performance and effectiveness of research libraries.

ARL is comprised of 119 libraries that serve major North American research institutions. This new position reflects the interest of the association in expanding a long-standing program for compiling statistics to include development of approaches to measure the effectiveness of library programs and services.

Qualifications and Skills
Candidates are encouraged to apply if they have knowledge of research library services and operations; speaking, writing, and technical communication skills; and expertise in all or some combination of the following:

- the transformation of scholarly communication and its impact on higher education;
- university and government information policies and practices;
- program evaluation, quantitative statistical analysis, and other analytical techniques;
- application of database, spreadsheet, and statistical software.

Salary range is $47,000-$55,000 and includes a benefits package. Interested parties should submit a letter, resume, and the names of three references by June 30, 1993 to:

Mary Jane Brooks
Association of Research Libraries
12 Dupont Circle, N.W.
Washington, DC 20036

EOE
SYSTEMS LIBRARIAN

OhioLINK

The Ohio Library and Information Network (OhioLINK) is seeking a systems librarian to work closely with the Director of Library Systems, with OhioLINK staff, and with personnel from OhioLINK member institutions in planning, implementing, and managing the OhioLINK project with a primary emphasis on the implementation of integrated library systems for the two-year technical and community colleges. Serve as the primary liaison to the two-year technical and community colleges on all issues related to implementation including database preparation, hardware configurations, telecommunications, software and database profiling, and installation and training schedules.

The systems librarian will serve as primary liaison between OhioLINK and the integrated library system vendor (Innovative Interfaces, Inc.) on planning and implementing the integrated library systems for designated institutions. Will be responsible for developing implementation schedules, recommending hardware and software configurations, and ordering equipment. In conjunction with other OhioLINK staff, work with database preparation and retrospective conversion vendors in setting up schedules and managing database processing to meet deadlines for implementation. Will participate fully in the selection, implementation, and evaluation of new products and services.

The systems librarian will give demonstrations, presentations, and answer questions relating to implementation and/or to the application of the software or hardware. Will organize and oversee special implementation groups as necessary. Will attend designated OhioLINK committee meetings, and represent OhioLINK at non-OhioLINK meetings.

Qualified candidates will have a master’s of library science from an ALA-accredited program, and a minimum of two years of library systems experience in a community college or university library is required. The candidate must have experience in implementing integrated library systems. The candidate is also expected to demonstrate excellent oral and written communication skills, and the ability to work successfully in group settings to facilitate discussion and build consensus. Familiarity with Innovative Interfaces, Inc. software is preferred.

Salary is $38,000 minimum annually plus an excellent benefits package. Salary may be higher depending on qualifications of the successful applicant.

Interested individuals should submit a letter of application, a current resume, and the names, addresses, and telephone numbers of three references to:

Anita Cook
Director of Library Systems
OhioLINK
1224 Kinnear Road
Columbus, OH 43212

Applications will be accepted until June 30, 1993.

OhioLINK is an EEO/AA employer.

CHIEF LIBRARIAN, Sasakawa Peace Foundation USA Library. Responsibilities: The Sasakawa Peace Foundation USA (SPF-USA) Library seeks chief librarian to administrate a newly established library under the general direction of the foundation’s chief executive officer. Description of the library: The SPF-USA is a nonprofit, educational organization with a mission to foster deeper friendship and mutual understanding between the citizens of the United States and Japan. The library services are designed to give the American people better access to up-to-date information on contemporary affairs in Japan and on Japanese perspectives with regard to the evolving international society and Japan’s role in it. The library stocks an array of books, videos, government documents, and “gray” papers which are published in Japan but are not commercially available in the U.S. The library is a circulating library and open the public. It is a member of OCLC and provides interlibrary loan services via OCLC. Qualifications required: MLS from an ALA-accredited library school program, preferably with an advanced degree in Asian studies and/or other relevant fields such as political science, economics, Knowledge of the Japanese language is essential, including the ability to read in romanized form bibliographic data of Japanese materials. Familiarity with library automation, including OCLC or other major bibliographic utilities. Minimum salary $50,000 and negotiable, depending upon qualifications. Application: Submit a letter of application and a current resume and names of three references. Applications received until the position is filled. Address inquiries and application to: T. Okoshi, Sasakawa Peace Foundation USA, 1819 L Street, NW, Washington, DC 20036.

CURATOR, EXHIBITIONS, Rare Book and Manuscript Library, Columbia University Libraries. The primary responsibility of this position is the planning and installation of Rare Book and Manuscript Library-sponsored exhibitions and, with other curators, providing in-depth reference service and overseeing circulation and use of rare books and manuscripts. This position is responsible for organization and
cataloging of nonbook and nonmanuscript collections and shares responsiblility for instructional services, collection development, and assistance with special projects. In addition to an accredited MLS, requirements are: Knowledge of reference sources in rare books and manuscripts, descriptive bibliography, archival organization and techniques, and preservation methods, and the ability to search in RLIN and other electronic databases. Effective written and oral communica- 
tion skills and the ability to work cooperatively with others is an important quality necessary for success in this position. Preference will be given to candidates with experience in planning and installing rare book and manuscript exhibitions; demonstrated aesthetic sensibilities; and knowledge of the state of California and its history. A master's degree in American or English history, or other relevant graduate degree. Salary range, which will increase July 1, 1993, are currently: Librarian I: $30,000-$39,000; Librarian II: $32,000-$43,200. Excellent benefits include assistance with university housing and tuition exemption for self and family. Women and minorities are encouraged to apply. Send resume listing names, addresses, and phone numbers of three references to: Kathleen M. Wiltshire, Director of Personnel, Box 35 Butler Library, Brooklyn Botanic Garden, 1000 Washington Ave., Brooklyn, NY 11225-1099.

HEAD, BIBLIOGRAPHIC RECORD SERVICES DEPARTMENT. Responsible for the overall management of the newly formed Bibliographic Record Services Department, which includes post-receipt bibliographic searching, creation of in-process records, and copy cataloging for monographic publications. This position works closely with technical services, and serves in the reference desk rotation. Required: Master's degree from a library science program accredited by the American Library Association; knowledge of AACR2, LCSH, and LC classification. Preferred is knowledge of AACR2, LCSH, and LC classification. Preferred is

Salary guide

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<thead>
<tr>
<th>State</th>
<th>Minimum</th>
<th>Maximum</th>
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<tbody>
<tr>
<td>Connecticut</td>
<td>$28,900</td>
<td></td>
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<tr>
<td>Delaware</td>
<td>$22,500</td>
<td>$22,500+</td>
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<tr>
<td>Illinois</td>
<td>$26,200</td>
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<tr>
<td>Indiana</td>
<td>varies*</td>
<td></td>
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<tr>
<td>Iowa</td>
<td>$21,588</td>
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</tr>
<tr>
<td>Louisiana</td>
<td>$22,000</td>
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</tr>
<tr>
<td>Maine</td>
<td>varies*</td>
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<tr>
<td>Massachusetts</td>
<td>$27,554</td>
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<tr>
<td>New Jersey</td>
<td>$24,200</td>
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<tr>
<td>New York</td>
<td>varies*</td>
<td></td>
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<tr>
<td>North Carolina</td>
<td>$22,491</td>
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<tr>
<td>Ohio</td>
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<td>Pennsylvania</td>
<td>$23,700</td>
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<tr>
<td>Rhode Island</td>
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<tr>
<td>South Carolina</td>
<td>varies*</td>
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<tr>
<td>South Dakota</td>
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<td>Texas</td>
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<tr>
<td>Vermont</td>
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<tr>
<td>West Virginia</td>
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<tr>
<td>Wisconsin</td>
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*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 the professional librarian position. In these cases, you may wish to contact the state association for minimum salary information.

#Option for local formula

$33,000. Send letter of application and resume, including names of three references, to: Lance Querry, Assistant University Librarian for Planning and Administration, Northwestern University Library, 1935 Sheridan Road, Evanston, IL 60208. Applications received by June 30, 1993, will receive first consideration. Northwestern University is an equal opportunity/affirmative action Employer. Hiring is contingent upon eligibility to work in the United States.
SENIOR SYSTEM ANALYST
OhioLINK

The Ohio Library and Information Network (OhioLINK) is seeking a senior systems analyst to work closely with the director of library systems and with personnel from OhioLINK member institutions in planning, implementing, and managing the OhioLINK project with a primary emphasis on technical support for the central site computer systems located at Wright State University in Dayton, Ohio. OhioLINK is a consortium composed of 15 public and two private universities and the State Library of Ohio.

The senior systems analyst will participate fully in the recommendation, implementation, and ongoing development of centrally maintained services. The position will serve as the OhioLINK networking liaison with the Ohio Academic Resources Network (OARnet) in the development and maintenance of the intrastate telecommunications network supporting OhioLINK, and as the primary liaison between OhioLINK and Wright State University Computing Services on all operational and system security issues regarding the central site hardware and software. Additionally, the person will act as technical advisor on computing and networking issues for the OhioLINK central office, located in Columbus, Ohio, and when requested, for the member institutions. The position will be based in Columbus.

Qualified candidates will have a bachelor of science or arts in computer science, systems engineering, or a related technical field, or a minimum of four years equivalent experience in computer system operations. Knowledge of the UNIX operating system, mid-size systems hardware (e.g., Digital's DEC5900 or DEC5500), and current networking technology is required. The candidate must demonstrate excellent oral and written communication skills, and the ability to work successfully in group settings to facilitate discussion and build consensus.

Experience with integrated library system operations is highly desired. Experience and knowledge of the Internet and TCP/IP protocols is desired. At least one year of programming experience (preferably in C) is desired.

Salary is $38,000 minimum annually plus excellent benefits package. Salary may be higher depending on the qualifications of the successful applicant.

Interested individuals should submit a letter of application, a current resume, and the names, addresses, and telephone numbers of three references to:

Anita Cook
Director of Library Systems
OhioLINK
1224 Kinnear Road
Columbus, OH 43212

Applications will be accepted until June 30, 1993.

OhioLINK Is an EEO/AA employer.

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HEAD, ELECTRONIC ACQUISITIONS AND SERIALS CONTROL DEPARTMENT. The University of Texas at San Antonio Library seeks applicants responsible for the organization, development, and management of the department. Responsible for orders, receipts, check-in, claims, and payment for all library documents. Develops and maintains fund and statistical reports. Reports to assistant director for Technical Services and Library Computer Systems and supervises six classified staff. Qualifications: ALA-accredited MLS, five years relevant experience; successful supervisory experience, ability to work successfully with colleagues, faculty, staff, and vendors; ability to work with others as well as independently. Firm knowledge of book and serial trade. Adept at problem solving. Prefer experience with NOTIS or other electronic formats, electronic vendor interfaces; government depositories, academic experience; experience as a bibliographer. Salary: $30,000 minimum. UTSA offers a full package of benefits. Application Deadline: July 5, 1993. Application: Send letter of application and resume to: Sue Tyner, Assistant Director for Technical Services and Library Computer Systems, The University of Texas at San Antonio Library, 6900 N. Loop 1604 West, San Antonio, TX 78249-0671. UTSA is an EEO/AA employer. Women and minorities are encouraged to apply.

HEAD OF PUBLIC SERVICES. Sweet Briar College seeks an energetic, creative, proactive librarian as head of public services. Reporting to the director of libraries and media services, the head of public services is responsible for development and implementation of policies for reference, circulation, reserves, online searching, interlibrary loan, and all other areas dealing with patrons. Manages bibliographic instruction programs and, together with bibliographic instruction and branch librarian, takes an active role in teaching, including development of and training in electronic information technologies. Responsible for collection development for reference and collection development liaison with several academic departments. Supervises access services including stack management. Supervises two paraprofessionals and 30 to 50 student assistants. Orga-
HEAD, BUSINESS INFORMATION SERVICE
Emory University

AVAILABLE: September, 1993.

RESPONSIBILITIES: Direct and provide leadership and effective management for library services in support of the Emory Business School. Develop print and electronic resources and provide research services. Plan and implement user access and services in coordination with the Business School's programs and priorities. Prepare reports, planning documents, evaluations, and budgets. Work in close concert with the dean of the Business School and the faculty in developing and managing services and collections; coordinate activities with the library's public services division as appropriate. Reports to vice provost and director of libraries.

QUALIFICATIONS: ALA-accredited master's degree and strong academic background in business administration required, advanced degree preferred. At least three years experience in business reference in a research library. Experience and demonstrated ability in management and supervision, budgeting, and planning. Familiarity with modern business school curricula and research. Strong skills and experience in use of computer technology, particularly with business databases. Familiarity with OCLC. RLIN, local automated systems, and a networked environment. Excellent speaking, writing, and public presentation skills. Ability to assess needs and to engage in long-range planning, to accomplish objectives in rapidly changing environment, and to work well with all segments of the academic community.

EMORY LIBRARIES: The libraries of Emory University hold 2.2 million volumes and employ a total of 263 FTE. In addition to the General Libraries, there are separate libraries for law, health sciences, theology, and Oxford College. The libraries offer end-user searching of LEXIS/NEXIS, Dow Jones News/Retrieval, ABI/INFORM, ABI/INFORM-Business Periodicals Ondisc, and various other databases on CD-ROM. Emory is a member of the Association of Research Libraries, the Center for Research Libraries, the Research Libraries Group, and the University Center in Georgia.

EMORY BUSINESS SCHOOL: Emory Business School has an enrollment of ca. 430 MBA students in full-time, evening, and executive programs as well as 290 BBA students and 45 FTE faculty. Joint graduate programs are offered with the Law School, the School of Theology, the Medical School, and the School of Nursing.

BEGINNING SALARY: Salary dependent upon qualifications and experience but not less than $35,000.

APPLICATION PROCEDURE: Send letter of application, resume, and the names, addresses, and telephone numbers of three references to:

Linda M. Matthews
Administrative Office
Robert W. Woodruff Library
Emory University
Atlanta, GA 30322-2870

Applications received by July 7, 1993, will receive first consideration.

Emory University is an equal opportunity/affirmative action employer and encourages women and minority candidates.
LIBRARIAN
MONOGRAPH COLLECTION DEVELOPMENT AND ACQUISITIONS
Western Carolina University

Responsible for providing leadership in the development, evaluation, acquisition, and maintenance of the monograph collection. Responsible for managing allocation of monograph budget, working closely with teaching faculty to ensure that expenditures are in alignment with curricular offerings, coordinating work of library faculty who serve as liaisons to departments. Will be involved in the creation of a new collection development policy. Supervises two full-time staff and several student assistants. After library reorganization, anticipated within one year, the position will report to the head of collection development (all formats): until that time, reports to the university librarian.

REQUIRED: ALA-accredited master’s degree in library science and at least two years experience in monographic collection development. Knowledge of current trends and issues in academic collection development. Understanding of the instruction and research needs of students and faculty. Knowledge of book trade and fund accounting. Demonstration of good oral and written communication skills, planning and organizational skills, and an ability to work effectively with teaching faculty, students, library faculty, and staff.

PREFERRED: Supervisory skills; knowledge of automated systems.

Position is faculty rank, twelve-month, tenure-track, choice of TIAA/CREF or state retirement system. Salary range is $26,000-$31,300. Send letter of application, resume, and names of three references to:

Sharon Kimble
Search Committee
Hunter Library
Western Carolina University
Cullowhee, NC 28723

Preference will be given to applications received by July 8, 1993.

Hunter Library has an annual monograph budget of approximately $225,000, processes over 10,000 volumes per year, contains over 360,000 volumes, and has a staff of 14 professionals and 28 support staff. Western Carolina University currently shares an LS/2000 system with two other state universities. A new integrated system will be installed by 1995.

Hunter Library serves a student body of approximately 6,000 enrolled in programs through the master’s level. Western Carolina University is one of the 16 senior institutions of the University of North Carolina. The university is in a rural setting located between the Great Smoky Mountains and the Blue Ridge Mountains, 55 miles west of Asheville, North Carolina.

Western Carolina University is an affirmative action, equal opportunity employer.
Stanford University Libraries & Information Resources

REFERENCE LIBRARIAN AND COORDINATOR OF MULTICULTURAL SERVICES

Assistant Librarian or Associate Librarian
Assistant rank: $31,152 - $39,612
Associate rank: $34,548 - $42,204

Stanford University is seeking a librarian with academic research library experience to participate extensively in the reference and educational activities of the Reference Services Division and to coordinate multicultural services for the Stanford Libraries.

The Librarian in this position will serve ten to twelve hours per week at the Green Library Reference Desk (the main desk for humanities and social sciences) and will serve as principal assistant to the coordinator of library instruction for teaching classes and/or workshops to undergraduates in basic library research techniques and on-line information retrieval. S/he will develop and maintain library-based multicultural services for the campus by working directly with faculty, student organizations, other multicultural services units, and other library staff. S/he also will contribute to collection development for multicultural reference materials in Green Library, work with Curators and Bibliographers to facilitate access to multicultural resources, develop and maintain information about the libraries' multicultural services, and participate as appropriate in library, university, consortial and/or national groups dealing with multicultural issues.

QUALIFICATIONS: An MLS degree from an ALA-accredited library school, or the equivalent in training and experience, is required. Experience conducting graduate-level research and/or experience providing reference service in a graduate research library is required. Demonstrated knowledge of multicultural resources, including library materials in appropriate formats, is required. Excellent interpersonal skills, and experience or skill in cross-cultural communication, are required – significant experience in cross-cultural communication is required for appointment at the higher rank. Ability to develop a library-based multicultural services program for the Stanford Community is required – experience in building multicultural library services is required for appointment at the higher rank. Demonstrated capacity to work as a team member in developing and promoting instructional and reference support is required. Experience with reference service, library instruction, on-line systems, and commercial database searching is highly desirable – and required for appointment at the higher rank. Basic reading knowledge of one or more foreign languages is desired. Teaching experience, preferably college level, is desired.

This position reports to the Head of the Reference Services Division, Green Library.

APPLICATIONS: A letter of application, resume, and the names, addresses, and telephone numbers of three references should be submitted by July 15, 1993 to: Richard Fitchen, Chair, Search Committee, Reference & Multicultural Services Librarian, STANFORD UNIVERSITY LIBRARIES, Stanford, CA 94305-6004. Stanford is committed to the principles of diversity and encourages applications from women, members of ethnic minorities, and individuals with disabilities.

STANFORD UNIVERSITY
MUSC本文提到了一些关于图书馆和图书馆员的信息，包括电子文献检索系统的熟悉程度和计算机经验，以及对CD-ROM产品的熟悉程度。学生还提到了一些关于图书馆员的资格要求，包括至少三年的专业工作经验，以及对电子和非电子资源的熟悉程度。此外，学生还提到了一些关于图书馆员的个人素质要求，包括良好的沟通和团队合作能力。
Serials Cataloger and Serials Acquisitions Librarian.

Two positions available in the Serials & Acquisitions Department, University Libraries, State University of New York at Stony Brook. (1) Serials Cataloger- perform original cataloging of serials; assist in training and supervision of support staff in bibliographic searching, copy cataloging, and related activities, including monographic series and continuing sets on standing order. (2) Serials Acquisitions Librarian: place online and manual orders for domestic and foreign serial publications, involving communication with vendors and publishers, consulting a wide variety of online and in-print bibliographic sources, and resolving associated payment and receipt problems; assist in the supervision of support staff; assist in training branch libraries’ staff in NOTIS serials functions. Both positions include participating in the conversion to a NOTIS serials system, providing public service and participating in other departmental projects. All duties described above are essential.

Salary: $26,500-$32,500, commensurate with qualifications.

ALA-accredited MLS required. Experience in the relevant serials operations in an academic or research library preferred. Knowledge of automated operations, a working knowledge of European languages, a broad subject background, and experience with NOTIS or other online systems and OCLC or RLIN are desirable. For the acquisitions position, familiarity with the book trade and knowledge of German are also desirable.

12 month, faculty status, tenure-track appointment, generous benefits. In order to qualify for tenure and higher academic ranks, library faculty are expected to satisfy criteria including contributing to the advancement of the profession and performing university service as well as fulfilling specific library assignments. Send resume and names of 3 references to Judith Kaufman, Assistant Director for Personnel and Development, Main Library, SUNY at Stony Brook, Stony Brook, NY 11794-3300. Resumes will be accepted until the position is filled, but those received by June 25, 1993 will be given first consideration. SUNY at Stony Brook is an Affirmative Action/Equal Opportunity Educator and Employer. Women and minorities are encouraged to apply.
LE MOYNE COLLEGE

Le Moyne College seeks two librarians to share with four other librarians the operations of public and technical services. Le Moyne College, founded in 1946 by the Jesuits, is an independent college committed to academic excellence in both liberal arts and professional programs. Enrollment: 1,962 undergraduates. A new part-time MBA program will be offered during the 1993/94 academic year, and graduate programs in education are anticipated. A three-year program to automate the library will begin with the 1993/94 academic year.

ACQUISITIONS/REFERENCE LIBRARIAN

Responsible for managing the operations of the Acquisitions and Serials/Interlibrary Loan Departments and supervision of an acquisitions assistant, serials/interlibrary loan supervisor, and 4.7 FTE staff. Will participate in the selection of an automation system and lead the departments in the implementation of the acquisitions/serials subsystem. Anticipate transfer of interlibrary loan operations to public services with development of master's programs. Requirements: ALA-MLS; undergraduate degree in education or business administration or equivalent experience; and knowledge of online database searching. Preferred: Knowledge of OCLC and acquisition processes and systems in an automated environment and supervisory experience.

CATALOGING/REFERENCE LIBRARIAN

Responsible for managing the Cataloging Department, original cataloging, and supervision of a copy cataloger, cataloging assistant, and 1.6 FTE staff. Will participate in the selection of an automation system and lead the department in the implementation of the cataloging subsystem. Requirements: ALA-MLS; undergraduate degree in education or business administration or equivalent experience; two years cataloging experience using OCLC in an automated environment; knowledge of AACR2, LCSH, and LC classification; original cataloging experience; and knowledge of online database searching. Preferred: Supervisory experience.

Both positions will provide general reference service and bibliographic instruction and provide specialized reference services, collection development, and bibliographic instruction for the Education and Psychology Departments or the Accounting, Business Administration, Economics, and Industrial Relations Departments. Subject assignment will depend on subject expertise. Minimum salary range: $24,200-$32,700 for 12-month contract. Submit letter of application, resume, names, addresses, and telephone numbers of three references, and undergraduate and graduate transcripts to: James J. Simonis, Director of the Library, Le Moyne College, Syracuse, NY 13214. Review of applications will begin June 30, 1993, and continue until position is filled. Applications will be accepted at ALA-New Orleans. Anticipated starting date: August 30, 1993.

An AA, EOE employer.

REFERENCE LIBRARIAN

Reporting to the assistant director for public services, will coordinate library services for the College of Business Administration (CBA), and participate in collection development for business and related subjects. All reference librarians share in reference desk services, conduct database searches, offer library instruction, and may coordinate one or more public service programs. All librarians may assume other responsibilities as assigned. Minimum annual salary of $24,000, depending upon experience and qualifications. 22 days vacation, faculty status, non-tenure-tract appointment. Required: MLS degree from ALA-accredited program. Two years experience with business information services (preferably in an academic library) OR an MBA or its equivalent. Strong interpersonal and communication skills. Experience and skill with information technologies, including online searching experience/training (Nexis, Dialog, and CD-ROMs). Experience with electronic references is preferred. Penrose Library contains over 11,000 volumes in addition to depository documents, and 1.1 million microforms. CBA is AACBS accredited. Applications post-marked by June 30 will receive greatest consideration. The position will remain open until filled. Applicants should submit a letter of application, and resume with references to: Tony Miller, Dean's Office, Penrose Library, University of Denver, 2130 E. Evans Ave., Denver, CO 80208. The University of Denver is committed to enhancing the diversity of its faculty and staff and encouraging applications from women, minorities, people with disabilities, and veterans.

REFERENCE LIBRARIAN

Responsible for providing information and reference service, including some evenings and weekends. This person participates in library instruction, performs collection development responsibilities in the social sciences, and shares in various departmental projects, programs, and committees. Reports to the head of reference services and is a member of the library faculty. This is a dynamic service-oriented department in an outstanding, fully automated university library of over 1.5 million volumes. The University of Toledo is the fastest growing state university in Ohio with almost 25,000 students, offering associate, bachelor, professional, and doctoral degrees in eight colleges. Qualifications: MLS from ALA-accredited institution, knowledge of reference sources, electronic information delivery systems, and methods of scholarly research in use in academic libraries. Vital are: Ability to work and communicate effectively with library staff, the university community, and other library users; demonstrated organizational skills with evidence of initiative; commitment to service, professional growth and development. Preferred are: Professional academic library experience, background in the social sciences, a demonstrated ability to teach, knowledge of and experience in searching electronic reference sources. Faculty status, 12-month contract, tenure-track with liberal fringe benefits. Salary range starts at $27,000. Position available July 1, 1993. Send resume and the names of at least three references to: Julia F. Baldwin, Search Committee Chair, William S. Carlson Library, The University of Toledo, Toledo, OH 43606-3390. EEO/AA Employer.

REFERENCE LIBRARIAN/SCIENCES OR SOCIAL SCIENCES

Under the direction of the Head of Reference, this librarian provides general academic reference service, including some evenings and weekends, bibliographic instruction, online searching. Will participate in collection development for sciences or social sciences. Qualifications include MLS from ALA-accredited school or foreign equivalent; strong commitment to public services in an academic setting; demonstrated ability and desire to work closely and proactively with students and faculty; effective interpersonal and communication skills; familiarity with online searching and CD-ROM products.

An AA, EOE employer.

June 1993/365
Head, Archives and Manuscripts Department

Responsible for administering the Archives and Manuscripts Department of the John J. Burns Library of Rare Books and Special Collections at Boston College. The Burns Library houses more than 4,000,000 manuscripts. The Archives and Manuscripts Department is comprised of three major components which include the University Archives, the literary and historical collections, and the Congressional Archives. The head of the Department, in consultation with the Burns Librarian, acquires new materials for the University and Congressional Archives, directs the arrangement and description of all manuscript collections, and maintains a computerized database containing accession registers, survey information, photographic cataloging data and other descriptors. Will have supervisory responsibilities; plan for further utilization of automated technologies; assist in the development of a university records management plan; maintain a positive relationship with the University community and external donors; coordinate reference service; prepare regular exhibits; and assist the Burns Librarian in budgetary planning.

Requires an A.L.A. accredited M.L.S. or M.A. in appropriate subject field. At least five years of progressively responsible experience in the area of archival and manuscript management preferred, with substantial experience in the field of acquisitions and donor relations, strong interpersonal skills, and knowledge of current IBM hardware and software appropriate to archival repositories essential. Strong background in preservation planning, exhibit preparation and supervisory experience also important. Salary from $37,000 depending on qualifications.

Boston College, a co-educational Jesuit University of 9,000 undergraduates and 5,000 graduate and professional students, is committed to the ideal of excellence and service to others. Applications received before June 15, 1993 will receive first consideration. To apply, send two copies of resume and cover letter, along with 3 references to: Bonnie Newton, Department of Human Resources, Boston College, More Hall 315, Chestnut Hill, MA 02167.

Boston College is an Equal Opportunity/ Affirmative Action Employer.

BOSTON COLLEGE
A Jesuit University
Desirable qualifications include an academic background in the sciences (preferred) or education and psychology and experience in providing reference service in an academic library. This entry-level position is tenure-track with faculty rank and status. Successful applicants must have or complete a second master's degree for tenure and show potential to gain promotion through faculty ranks. Compensation is $26,000.

OTHER INFORMATION: The libraries have been successful in obtaining grants to support innovative technology projects, including the IRIS Project that was named as one of the Joe Wyatt Challenge Success Stories by EDUCOM. The libraries sponsor the popular PACS-L list and publish two electronic serials. The libraries also have a member of ARL.

APPLICATION DEADLINE: Review of applications will begin immediately and continue until the position is filled. Send letter of application, names of 3 references, and resume to:

Dana Rooks
Assistant Director for Administration
University of Houston Libraries
Houston, TX 77204-2091

An equal opportunity employer.

SALARY: $26,000.

QUALIFICATIONS: Requires ALA-accredited master's degree; excellent analytical and communication skills; a strong commitment to responsive and innovative service; the ability to work effectively in a demanding and rapidly changing environment; academic training in information technology; and a strong desire to master new technologies and stay current.

APPLICATION DEADLINE: Review of applications will begin immediately and continue until the position is filled. Send letter of application, names of 3 references, and resume to:

Dana Rooks
Assistant Director for Administration
University of Houston Libraries
Houston, TX 77204-2091

An equal opportunity employer.
HEAD, ACQUISITIONS DEPARTMENT
The University of Cincinnati

The University of Cincinnati University Libraries is seeking a strong leader, manager, and supervisor for the head of its centralized acquisitions department. This position reports to the Division Head for Collection Management and Processing Services and regularly consults with the collection development officer. This is a 12-month faculty (tenure-track) position. Salary is dependent on qualifications of the candidate, but the minimum salary will be $33,000. Benefits include 22 vacation days, sick leave, tuition remission for self and immediate family, and health care and retirement plans.

The University of Cincinnati is the second largest academic institution in the state of Ohio. University Libraries is comprised of a central humanities and social science library and nine branch libraries with a collection of 1.2 million titles, 1.5 million volumes, and an acquisitions budget of $3.7 million. It uses a fully integrated Innovative Interface Inc. system and shares a union database with four other UC libraries. UC is a leading member of OhioLINK, a dynamic statewide information access network.

DUTIES: Provide leadership in a dynamic environment. Plan and direct the activities of the department of 16 FTE. With department supervisors, monitor the workflow, assign individual duties, and evaluate the performance of departmental staff. Formulate departmental and interdepartmental policies, goals, and procedures in consultation with the division head and other department supervisors. Maintain appropriate working relationship with and monitor performance of vendors used in the acquisition of library material. Plan, coordinate, and monitor training and development for department staff. Participate in committees, prepare oral and written reports, and participate in selection of library materials.

REQUIRED QUALIFICATIONS: MA/MS in library science from ALA-accredited program; three years experience in an academic or research library, including substantial experience in the acquisition of serials, monographs, and nonbook formats; knowledge of and experience with automated acquisition systems; experience with OCLC or a similar bibliographic utility; proven successful supervisory experience; strong interpersonal skills; evidence of ability to adapt (and help others adapt) to a rapidly changing environment.

PREFERRED QUALIFICATIONS: Substantial managerial experience that demonstrates excellence in leadership, goal setting, planning, analysis, and organizational change; ability to maintain effective working relations with diverse individuals; reading knowledge of one modern European language in addition to English; collection development experience; working knowledge of microcomputer software.

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

Priscilla Neill
AUL-Personnel
640 Langsam Library
University of Cincinnati
Mail Location 33
Cincinnati, OH 45221-0033

DEADLINE: Primary consideration will be given to those applications received by July 5, 1993.

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

SCIENCE LIBRARIAN. Rensselaer Polytechnic Institute's Folsom Library is seeking a creative, innovative librarian who is comfortable working in a computer-intensive environment and capable of applying new information technologies to the library's science services. Reporting to the head of collection development/reference services, responsibilities include development of the library's collections and services (especially electronic) in the sciences, reference service, database searching, bibliographic instruction, continued professional development, and service on library and university committees and task forces. Qualifications: An MLS from an ALA-accredited program, interest and ability to work with scientific and technical materials, ability to work effectively with the public, excellent oral and written communications skills, familiarity with library automation applications, ability to work in a rapidly changing environment, and commitment to professional development. Preferred qualifications are science reference experience in an academic library; bachelor's or advanced degree in a science discipline; experience in collection development and bibliographic instruction; and experience with on
UNIVERSITY CENTER LIBRARIAN
George Mason University

George Mason University seeks a librarian to manage its new University Center Library, scheduled to open August 1995. The library will combine the latest in information technology with a multimedia center and a basic collection supporting the undergraduate curriculum. The University Center is a 320,000-square-foot building which will be occupied by student activity and student union functions and a 100,000-square-foot library. The library is planned to house approximately 25 staff members, a 100,000-volume multicultural collection, and 2,000 seats. Its services will be integrated with the main library less than a block away. The University Center librarian will play a major role in the development of the collection and staff for this new library, and will work extensively with representatives of occupant units of the building to develop new service concepts. The position is open August 1, 1993, or as soon as possible thereafter.

REQUIREMENTS: ALA-accredited MLS, second master's highly desirable. At least five years professional experience in academic libraries required, primarily in public services. Experience with information technology and multimedia highly desirable. The successful applicant will demonstrate ability to supervise a diverse group of employees in an unconventional library setting and work with members of the university community in an integrated approach to student life. Experience in collection development and/or media services desirable.

Salary $30,000-$40,000, commensurate with qualifications and experience; excellent benefits.

Send letter of application with resume and names of three references by July 10 deadline to:

Leslie LaBerge
Library Administration
George Mason University
Fairfax, VA 22030-4444

AA/EEO employer, minorities encouraged to apply.

SERIALS LIBRARIAN. A permanent, faculty-level appointment with academic rank but without tenure. The incumbent manages the acquisition, processing, and cataloging of all serials; develops procedures for the entering and maintaining of serials-related records in the library's INNOPAC-based integrated online system; administers the contracts with the library's serials (EBSCO and UMI) and binding vendors; and is responsible for selecting, training, directing, and evaluating subordinates. Required: an ALA-accredited master's degree; knowledge of technical library operations with special emphasis on principles of serials acquisitions and cataloging; at least one year directly related experience. Desired: A second master's degree; subject expertise in one of the sciences; experience using an integrated online library computer system. Salary negotiable, minimum $24,000 for 12 months. Furman University is a private, liberal arts college located in Greenville, South Carolina. The library has over 350,000 volumes, a faculty of eight, a staff of twelve, and an annual budget of $1,000,000. Send letter of inquiry to: Trish Long, Administrative Secretary, James B. Duke Library, Furman University, Greenville, SC 29613-0600, or call (803) 294-2191. To receive full consideration, applications should be complete by July 2, 1993. AA/EOE.

SERIALS LIBRARIAN. Sweet Briar College seeks a strongly service-oriented librarian to be responsible for oversight of journal and serial resources in print, microform, and electronic formats. Reporting to the director of libraries and media services, serials librarian is responsible for automated serials system implementation, collection management and review, vendor relations, and binding/preservation services. Additional responsibilities include serials cataloging and maintenance of OCLC Union List of Serials, microforms, systems support, and active participation in bibliographic instruction program. Serves as liaison with several departments for collection development. Position includes responsibility for rotating night and weekend reference during the academic year. Supervises student assistants. Applicant must possess the MLS, excellent interpersonal skills, and be able to work effectively with faculty, students, and staff. Desirable qualifications include experience with microcomputers (Apple Macin-
tosh and MS-DOS/Windows), automated serials control systems (Dynix preferred), electronic information sources and advanced subject knowledge in an academic discipline. As a faculty member, applicant must meet faculty criteria for promotion. The Sweet Briar College library system consists of a central library and three branches: art, music, and science. The collection has over 200,000 volumes with over 1,000 subscriptions. The library provides a full range of traditional and online reference services and is implementing the serials control module of a DYNIX integrated library system. Benefits include 22 days annual leave, retirement program (TIAA/CREF or Zenith Accumulator), paid life insurance, BC/BS. Hiring at assistant professor range with a salary of $34,000. Please send letter of application with complete resume and names, addresses, phone numbers of three professional references to: Patricia Wright, Associate Director of Libraries, Sweet Briar College, Sweet Briar, VA 24595. Scrhining of applicants will begin June 15. Appointment to begin August 1. Sweet Briar College is an affirmative action, equal opportunity employer.

USER INSTRUCTION LIBRARIAN. Musselman Library, Gettysburg College is accepting applications for the full-time position of user instruction librarian in Musselman Library. This position serves as primary provider of library instructional services and guides and coordinates the instructional efforts of other librarians. Provides a program of library user instruction to students and faculty on a highly networked campus. Works closely with faculty, campus computing personnel, and other librarians. Duties include some scheduled reference service as an element of user instruction. Reports to newly-created position of associate college librarian for information and technology. Gettysburg is becoming a model among liberal arts colleges for utilization of information technology to support classroom teaching and student and faculty research. Candidates must possess an ALA-accredited degree in library and information science. Desired qualifications consist of additional graduate work; knowledge of traditional and electronic information resources; experience and creativity in training students and faculty in the use of campus and remote information sources; successful experience in a recognized program of user instruction; experience as an effective classroom faculty member helpful; proven record of collegiality and cooperation; strong oral and written skills. Salary competitive and commensurate with our expectations for this position. Liberal benefits package, including TIAA/CREF. Gettysburg College is a highly selective liberal arts institution located one and one-half hours north of the Baltimore/ Washington area in the countryside of southern Pennsylvania. If interested, please send letter of application and resume with the names of three references by June 27, 1993, to: Gettysburg College, Human Resources, Penn Hall, Attn: Jane D. North, Director, 300 N. Washington St., Gettysburg, PA 17325. Gettysburg College is an equal opportunity/affirmative action employer. Women and minorities are encouraged to apply.

ARCHITECTURAL RESOURCES LIBRARIAN. Position description: the architectural resources librarian serves as curator of Southeastern Architectural Archive and is also responsible for collection development of the Tulane University Library’s architectural holdings. The holder of the position reports to the assistant university librarian for special collections and works collegially with other members of the Special Collections. Noted as one of the top three architectural archives in the U.S. (Forbes Magazine), the Southeastern Architectural Archive was established as a separate entity in 1978. The Architectural Archive houses over 200 individual collections containing significant architectural drawings, project records, and extensive holdings of photographic and three dimensional materials. The bulk of the collection dates from the mid-1800s to the present. The Southeastern Architectural Archive is a member of the International Confederation of Architectural Museums and includes an exhibition gallery. The architectural resources librarian supervises one library assistant and a number of student assistants. There is a close working relationship with the School of Architecture and the regional professional design community. Required: MLS with archival emphasis and/or equivalent training or experience in archives and/or professional degree in architecture or degree in architectural history or related field; strong organizational and communication ability. Preferred: Knowledge of photography; computer as well as design skills; knowledge of Louisiana and Gulf South architectural history. Level: Librarian II or higher; salary range mid- to upper $20,000s. Twelve-month appointment with 22 vacation days; excellent general benefits. Review of applications will begin July 15, 1993, and will continue until position is filled (no later than September 30, 1993). Send letter of application; resume; and names, addresses, and telephone numbers of three references to Melonie Hughes, Administrative Associate, Howard-Tilton Memorial Library, Tulane University, New Orleans, LA 70118. Tulane University is an equal opportunity/affirmative action employer.

CATALOGING SERVICES/COMPUTER AND AUTOMATED SYSTEMS LIBRARIAN. Olive Kettering Library, Antioch College, Yellow Springs, Ohio. Position: cataloging services/computer and automated systems librarian will be available July 1, 1993. Responsibilities: Perform classification and cataloging, including original cataloging, of all materials in a variety of formats for all Antioch University campuses. Continue the ongoing automating of library functions. Supervise microcomputer and automated systems software, hardware, and applications. Maintain online control and ensure the integrity of the online database. Represent Antioch College on
appropriate cataloging councils. Serve as reference librarian, including weekend and evening rotation. Share responsibility for teaching students and faculty use of information retrieval systems. Qualifications: Master's degree from an ALA-accredited library/information science school. Prefer at least three years of responsible experience in an academic cataloging department. Expertise with OCLC, MARC formats, and local automated systems. Thorough knowledge of LC classification and AACR2. Familiarity with LCSH and experience with PRISM. Ability to interact in a positive manner with students, faculty, and staff in a rapidly changing environment. A service-oriented view of librarianship. Send letters of nomination or application, including the names of three references, along with curriculum vitae to: R. Eugene Rice, Dean of Faculty, Antioch College, Yellow Springs, OH 45387. Applications will be accepted until position is filled. Affirmative Action/Equal Opportunity Employer.

ASSOCIATE DEAN FOR INFORMATION TECHNOLOGY. University Libraries. Essential Functions: Represents the dean of university libraries at the national, state, and local levels on information technology issues; coordinates the application of advanced information technology in the library; plans for the development of online library services based upon existing and emerging technology; serves as liaison to university computing and non-ASU institutions; participates fully with the assistant/associate deans in the administration of the university libraries. Required: Master's degree in library science or computer science and five or more years professional experience managing automation and communication resources in a large and complex information environment; thorough knowledge of computer hardware, software, systems analysis, and programming procedures and techniques; thorough knowledge of developments and trends in the use of advanced technology in libraries and/or experience in the application of advanced technology to library operations; ability to plan, direct, develop, implement, and maintain automated systems; knowledge of telecommunications, networking, and local area network (LAN) management; strong leadership, advocacy, administrative, interpersonal, and communication skills; ability to work with a diverse academic community; evidence of strong professional involvement and ability to meet university criteria for appointment as an academic professional. Preferred: Experience with the implementation and maintenance of an online catalog, local area network, and online bibliographic databases; experience or familiarity with TANDEM system architecture, operating system, and CARL application software; experience or familiarity with multiple workstation platforms, including PC-based and UNIX; development and use of networks, including LAN and WAN (TCP/IP) in distributed client-server environments. Salary: $55,000 and up, dependent on qualifications and experience. Deadline: July 15, 1993, or the Monday of each week thereafter until filled. Procedure: Send letter, resume, and names, addresses, and phone numbers of four recent references to: Kurt R. Murphy, Assistant Dean for Personnel, Hayden Library, Arizona State University, Tempe, AZ 85287-1006. (602) 965-3417. AA/EEO employer.

HEAD OF SPECIAL COLLECTIONS AND CURATOR OF THE WEST VIRGINIA AND REGIONAL HISTORY COLLECTION. West Virginia University Libraries. Responsibilities: The head of special collections and curator reports directly to the Dean of University Libraries, and serves as a member of the libraries’ leadership team. The incumbent is responsible for the management and oversight of the libraries’ special collections, including technical and public services, planning, public relations, outreach, and preservation functions. As curator, the successful candidate will assume responsibility for directing the day-to-day affairs of the West Virginia and Regional History Collection, the primary historical archive for the state of West Virginia; and will assume responsibility for identifying, acquiring, organizing, and preserving state, regional, and Appalachian materials appropriate to enhancing the mission and scope of this collection. The West Virginia and Regional History Collection currently consists of more than 3,100 archival and manuscript collections, as well as printed, iconographic, and sound materials, totalling 20,000 linear feet. Existing collection strengths
include the papers of 13 of the earliest WV governors; the personal papers of various political figures; the archives of businesses, industrial organizations, and unions; Civil War histories pertaining to the Appalachian region; diaries; artifacts; and a comprehensive collection of printed materials documenting Appalachian history. The head of special collections and curator actively develops external support for the archival and special collections, working collaboratively with the libraries' and the university’s development officers in fundraising, proposal writing, and donor activities. A major expectation of the incumbent is to work toward developing and implementing MARC-based bibliographic records of the archival collections for loading onto the libraries' online public access catalog and into the OCLC database to support national access; and development of a comprehensive Archive documenting the history of the University. Other responsibilities involve supervision of the libraries' preservation microfilming program; publishing of a triannual newsletter; and management of the West Virginia and Regional History Association, the Collection's patron/donor group. Staff of 8 FTE, plus student assistants. Qualifications required: MLS from an ALA-accredited library school and a second master's or Ph.D. in American history or other subject area relevant to the collections; a minimum of five years of progressively responsible administrative experience in archives or special collections in an academic or research library, two years of which must have been at a supervisory level; training and experience in archival management; demonstrated knowledge of preservation principles; excellent oral and written communications skills; and strong interpersonal skills are required. Qualifications desired: Experience in fundraising and proposal writing highly desired. Salary and rank: salary and rank negotiable, dependent upon qualifications. Minimum salary: $35,000. A non–tenure–track faculty position. Benefits include excellent vacation, sick leave, and insurance options, flexible retirement options including TIAA/CREF, and continuing education opportunities. In close driving proximity to both Washington, DC, and Pittsburgh, PA. West Virginia University is a doctoral degree granting institution and the major research resource within the state. Review of applications will begin July 1, 1993, and will continue until the position is filled. Applicants should submit letter of application, resume, names, addresses, and telephone numbers of at least three references to: Chair, Head of Special Collections and Curator Search Committee, c/o George H. Libbey, P.O. Box 6069, Wise Library, West Virginia University, Morgantown, WV 26506-6069. West Virginia is an affirmative-action, equal-opportunity employer. Women and minorities are encouraged to apply.

PUBLIC SERVICES ELECTRONIC RESOURCES LIBRARIAN. The University of Rochester seeks an energetic and forward-looking librarian to provide leadership in the planning, development, integration, evaluation, and marketing of electronic resources for Public Services in River Campus Libraries. This position coordinates a team of Public Services staff in: training of library staff and users in effective use of electronic resources; planning for electronic access to a variety of full-text, bibliographic, and numeric databases; serving as liaison to Microcomputer Services, Systems, and Technical Services departments concerning electronic initiatives; seeking grant funding and donor contributions; providing general current awareness and technological vision and focus for Public Services. Other duties include a limited schedule of reference assistance and collection development responsibilities in an area of the social sciences. Qualifications: ALA-accredited MLS required and an undergraduate emphasis or graduate work in the social sciences preferred. Professional library experience in the use of electronic resources, including substantial knowledge of CD-ROM products, online services, Internet access, new technology instruction, and microcomputer hardware/software technology. Demonstrated analytical, organizational, planning, and leadership skills. Strong oral and written communication and interpersonal skills. The University of Rochester is a private institution, with library membership in OCLC, RLG, ARL, CRL, and active library use of electronic services such as CarlUnCover, NEXIS, Dow Jones, and over 90 CD-ROM products (including 23 networked). Salary dependent upon experience and qualifications—negotiable from
$30,000 plus benefits. Send a letter of application, resume, names/addresses of three references to: Search Committee/Electronic Resources Librarian, Director’s Office, Rush Rhees Library, University of Rochester, Rochester, NY 14627. Phone: (716) 275-4461; Fax: (716) 273-1032. Application should specify exact qualifications for the position. Applications will be reviewed beginning July 1, 1993. EOE/MF.

HEAD OF CATALOGING. Loyola University Chicago. Loyola University seeks a creative leader in cataloging to manage a department of 4 librarians, 6.5 support staff and 2 FTE student workers. Primary responsibilities include planning and developing effective and efficient methods of providing access to the libraries' collections housed in five libraries on four campuses. The head of cataloging also serves as the OCLC liaison, and participates in library-wide planning. Head of cataloging participates with other technical services department heads and the assistant university librarian for technical services in planning for the future operations of technical services. Reports to the assistant university librarian for technical services. Requires an ALA-accredited MLS; at least five years cataloging experience in an academic or research library; substantive supervisory experience; demonstrated knowledge of AACR2, LC classification and subject headings, MARC formats; experience with OCLC or RLIN and a local online system, preferably NOTIS; understanding of the principles of authority control. Also requires excellent communication and interpersonal skills, a commitment to the service mission of the academic library and a collegial management style. Salary commensurate with qualifications and experience. Base salary from $35,000. Benefits include 20 days vacation, individual and family tuition benefits, university contributions to TIAA/CREF, dental insurance and choice of medical plans. Qualified applicants should send letter of application, resume, and names, addresses and phone numbers of three recent references to: Ellen J. Waite, University Librarian, Cudahy Library, Loyola University of Chicago, 6525 N. Sheridan Road, Chicago, IL 60626. Application deadline is June 30, 1993. Loyola University is an affirmative action/equal opportunity educator/employer.

CATALOGING LIBRARIAN. Westfield State College is seeking applicants for a twelve-month, tenure track cataloging librarian-department head. The successful candidate will be responsible for the daily operation of the cataloging department, including examination and documentation of policies and procedures; will set priorities, establish workflow, and coordinate procedures relating to other departments; will supervise copy cataloging, implementation of C/WMARS (CARL), recon project; will perform original cataloging; will provide some evening reference desk service; will supervise two paraprofessionals and student workers; will report to the director of the library. Qualifications: Accredited MLS; knowledge of and experience with AACR2, LCSH, LC classification, and OCLC; and demonstrated communication and training skills required; two to three years supervisory and cataloging experience in an automated environment preferred. Review of credentials will begin immediately and will continue until the position is filled; rank and salary are dependent upon experience and qualifications. Women, minorities, and persons with disabilities are encouraged to apply. Please forward a letter of application; resume; transcript for most recent degree; and the names, addresses, and telephone numbers of three references: Pamela Mitchell-Crump, Director, Affirmative Action, Westfield State College, Westfield, MA 01086. An affirmative action/equal opportunity educator/employer.

RECRUIT THE BEST... Reach a group of outstanding professionals by listing your open positions in C&RL News. Academic librarians count on C&RL News for the latest job information. Contact Jack Helbig, classified ad manager, at 1-800-545-2433 ext. 2513 for help in placing your ad. Or you can fax your ad to us at (312) 280-7663. And we'll do the rest!
ANNOUNCEMENT OF FOUR POSITION VACANCIES

BALL STATE UNIVERSITY LIBRARIES

Ball State is a comprehensive university with over 20,000 students and 1,000 faculty serving east-central Indiana. It is located fifty miles northeast of Indianapolis in a city of 80,000. The library contains 1.4 million items in a modern building; it is serviced by 40 librarians and 85 FTE support staff.

HEAD OF CATALOGING SERVICES
Reports to Assistant Dean for Technical Services. Responsible for managing the cataloging services unit and coordinating all cataloging activities. Supervises professional and classified staff (5 librarians and 16 support staff); establishes cataloging policies for materials in all media; directs daily activities of cataloging services unit; prepares written reports and proposals; compiles statistics as required. Requirements: MLS from an ALA-accredited program or equivalent; substantial professional experience in a cataloging unit; experience in cataloging different kinds of materials at all levels of difficulty, using national standards as established by AACR2(rev.) and LC; strong organizational abilities and supervisory skills; excellent oral and written communication skills. Preferred: Experience with online integrated library systems; additional advanced degrees. Salary: Negotiable; $36,000 minimum.

CATALOG LIBRARIAN FOR MONOGRAPHS
Reports to head of cataloging services. Catalogs monographs using AACR2(rev), OCLC/MARC format and LC classification, subject headings, and rule interpretations; creates, maintains, and ensures consistency of automated authority records; participates in development, documentation, and evaluation of unit policies and procedures. Requirements: MLS from an ALA-accredited program or equivalent; knowledge of MARC formats, AACR2(rev), and LC subject headings and classification; knowledge of automated cataloging using national bibliographic utility, such as OCLC. Preferred: Professional cataloging experience; knowledge of emerging technologies, especially the automation of library technical services functions; working knowledge of at least one Western European language; additional advanced degrees. Salary: Negotiable; $24,000 minimum.

CATALOG LIBRARIAN (MUSIC EMPHASIS)
Reports to head of educational resources technical services. Catalogs music scores, sound recordings, and other nonprint music materials, and other assigned AV formats, using AACR2(rev), OCLC/MARC formats for descriptive cataloging, and LC subject headings and classification schedule; supervises music cataloging section of ed. res. technical services (2 technical cataloging assistants); trains technical cataloging assistants and revises their work; creates authority records and assists with their maintenance. Requirements: MLS from ALA-accredited program or equivalent; knowledge of MARC formats, AACR2(rev), and LC subject headings and classification; knowledge of automated cataloging using a national bibliographic utility, such as OCLC; working knowledge of at least one Western European language; effective communication skills. Preferred: Advanced degree in music; supervisory experience; music and/or AV cataloging experience; knowledge of emerging technologies, especially the automation of library technical services functions. Salary: Negotiable; $24,000 minimum.

INTERLIBRARY LOAN LIBRARIAN
Reports to assistant head of access services. Supervises interlibrary loan office and staff (one direct, three indirect); develops and evaluates interlibrary loan policies and procedures; interprets ILL service policies and functions to students, faculty, and staff; provides bibliographic verification and reference service to library users; maintains awareness of current national, international, regional, state, and local ILL codes and agreements; maintains knowledge of current bibliographic verification tools. Requirements: MLS from an ALA-accredited program or equivalent; knowledge of OCLC, print, and automated sources; strong organizational skills; effective oral and written communication skills. Preferred: ILL experience; supervisory experience; experience with NOTIS and CD-ROMS; advanced degrees displaying research abilities. Salary: Negotiable; $24,000 minimum.

TERMS AND CONDITIONS: All positions are fiscal year, 12-month appointments. Faculty status possible with appropriate academic credentials. Benefits include 24 vacation days, 12 days sick leave; TIAA, Blue Cross/Blue Shield, life, and disability insurance packages.

APPLICATION: Send letter of application, resume, transcripts for all graduate degrees (unofficial copies acceptable), and a list of three references, including addresses, and telephone numbers. List should include current or most recent supervisor. Address as follows:

C. William Barnett
Director, Library Business Services
101 Bracken Library
Ball State University
Muncie, IN 47306

Review of applications will begin immediately and continue until the position is filled.

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