

MLA '06 Job Opportunity Form

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April 20, 2006
Date

Assistant Director for Resources Management
Job title

\$50,000 (minimum)
Salary (minimum required, range preferred)

Job Classification
Please check the appropriate category. Visit www.mlanet.org/am/am2006/placement.html for descriptions.

- Administration Technical services
 Public services Other _____

Duties/Responsibilities

1. Manage technological services (i.e., computers, network, OPAC, software, Web).
2. Oversee technical services (i.e., cataloging, archives)
3. Supervise daily operations of Learning Resources Center.
4. Supervise 2 professionals & 2 staff

Educational Requirements
Include necessary degree(s) and discipline(s) (e.g., M.S. in library science).

ALA-accredited masters in library or information science.

Experience or Additional Requirements

Required: Supervisory experience & computer systems management.
Preferred: Teaching experience, good interpersonal skills, demonstrated leadership, project implementation abilities, excellent communication skills, knowledge of III & Relais.

Billing
Mercer University School of Medicine
Medical Library & Peyton T. Anderson
Learning Resources Center
Employer's name (institution/library)

1550 College St.
Address

Macon, GA 31207-0001
City, State/Province, Zip/Postal code

478-301-2519
Daytime telephone (include area code)

Jan H. LaBeause, M.L.S., AHIP, Director
Contact person

labeause_j@mercer.edu
Email

same as above
Job location (institution/library, if different from above)

JOB #
For MLA office use only

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July 1, 2006
Starting date

Accepted until position filled
Closing date for applications

Type of Institution

Academic Government
 Hospital/Health agency Social service
 Information industry Other _____

MLA Academy Membership Preferred?

Yes, required Yes, preferred No

Experience Required
Please check the required number of years of experience in a library setting.

Entry-level position 5-7 years
 1-3 years 7+ years
 3-5 years Other _____

Will a representative be available to interview applicants during the meeting?

If no, please include instructions for applicants to contact you.

Yes No

Check all dates that a representative will be present:

May 20 May 21 May 22 May 23 May 24

We are an MLA Institutional Member.
Our MLA ID# is 5014

Check made payable to MLA for \$100.00 enclosed.

We are NOT an MLA Institutional Member.

Check made payable to MLA for \$150.00 enclosed.

Yes! Post this job opportunity to the MLA '06 Website at www.mlanet.org/am/am2006/placement.html

Check made payable to MLA for \$75.00 is enclosed.

Please bill us. Our PO.# is _____ (required).

Return completed form by May 1 to: Medical Library Association •
MLA Placement Center • 65 East Wacker Place • Suite 1900 •
Chicago, IL 60601-7246 • 312.419.9094 • Fax, 312.419.8950