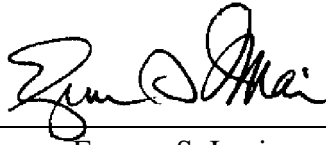


DIRECTOR OF LIBRARY EXTERNAL SERVICES

Definition

This is administrative and technical work in assisting the University Librarian in planning, organizing, developing, marketing, and implementing the University's library external service program. Work involves planning, developing, marketing, and implementing a financial self-supporting fee based information and document retrieval/delivery service which provides access to UH library information resources; providing leadership and developing policies for research and retrieval services such as on-line computer data base search, document retrieval and delivery, fund accounting and billing, etc.; developing an overall program plan of objectives including long and short range goals, studies and program requirements to ensure self-sufficiency; and serving as liaison with library administrators and reference librarians; developing and maintaining effective working relationships between the university and users. Work requires knowledge and experience in an academic library with emphasis on computerized on-line search/retrieval systems; ability to develop long range marketing and financial plans; and ability to work well with the business community. Work is reviewed on the basis of results achieved.

The amendment to the class Director of Library External Services to reflect an organizational change is approved.



Eugene S. Imai
Senior Vice President for Administration

July 24, 1996

Date