

MANAGEMENT—JEWISH

Judaica Library Positions—The AJL Job Clearinghouse

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Several years ago, the Association of Jewish Libraries undertook to provide a limited employment service to its members. After some trial and error, the service evolved into the current "AJL Job Clearinghouse." This short report is presented to readers of *Judaica Librarianship* with two goals in mind: to disseminate information about the Clearinghouse so that more institutions and individuals may benefit from the service; and to analyze Clearinghouse data which may shed light upon trends and developments in the profession.

The Clearinghouse and How it Works

All correspondence relating to employment which is addressed to the Association of Jewish Libraries is forwarded to the Clearinghouse Director by the AJL Secretary.

The Clearinghouse maintains files of position announcements, which may be examined by AJL members. Brief notices about available positions are published in the *AJL Newsletter*, with names of people to contact and their telephone numbers.

Job announcements received by the Clearinghouse are kept in an active file for a period of six months. Listings are dropped after the six-month period unless further notification is received.

Job applicants who contact the Clearinghouse directly are asked to submit resumes, which are kept on file for prospective employers. Applicants receive a current list of available positions and an AJL brochure, and they are encouraged to join the Association.

Letters describing the Clearinghouse are periodically sent to library-school placement officers with the request that they inform their students about this service.

Clearinghouse services, including publication of the list of job openings in the *AJL Newsletter*, are provided by the Association free of charge. The scope of the service is restricted to Judaica libraries or positions in general libraries that include a Judaic component.

Data Review—July 1986–June 1987

This review includes all vacancies listed in the Clearinghouse files during the specified period. Some positions were submitted earlier, but all remained vacant in July 1986.

Thirty-eight positions were listed with the Clearinghouse during 1986–87. Two of these were repeats—one after eight months, and the other after eleven months—and may have been filled in the interim. (A repeat listing is one which has been dropped and submitted again, thus differing from a continuous listing.)

Of the thirty-eight positions listed, sixteen were full-time and twenty-two part-time. The specified number of hours for part-time jobs ranged from eight to thirty hours per week. Three short-term temporary jobs were included, two part-time, and one full-time.

Classification of the posted vacancies according to the two divisions of the Association of Jewish Libraries yields an equal number in each, nineteen openings in Research & Special (R&S) libraries and nineteen in Synagogue, School & Center (SSC) libraries. Fourteen of the R&S positions were full-time and five part-time; two of the SSC positions were full-time and seventeen part-time. Five of the SSC openings were in day-school libraries, including the two full-time SSC positions.

Job descriptions and lists of qualifications submitted to the Clearinghouse are often brief. Nevertheless, it should be noted that of the thirty-eight position announcements submitted, ten listed an MLS (Master of Library Science) degree as a requirement (2 SSC, 8 R&S), and thirteen specified knowledge of Hebrew (4 SSC, 9 R&S).

Vacancies registered during 1986–87 ranged from entry-level to senior positions. Nine of the thirty-eight openings were for catalogers, and two additional positions specified cataloging as a primary function. Except for one cataloging opening in a Synagogue library, vacancies for catalogers were in R&S libraries. All nine cataloging positions included knowledge of Hebrew as a requirement in the job description, and four specified the MLS.

All positions submitted to the Clearinghouse in the period covered were in libraries located in the eastern half of the United States. The breakdown by states is as follows: New York (20), New Jersey (6), Massachusetts (3), Maryland (2), Pennsylvania (2), Connecticut (1), Florida (1), Michigan (1), Ohio (1), and Washington, D.C. (1).

Twenty-two letters of inquiry and/or resumes were received by the Clearinghouse from July 1986 through June 1987.

Conclusions

Since neither institutions nor individuals report to the Clearinghouse when a position has been filled or a job has been found, there is little basis upon which to judge the effectiveness of the Clearinghouse service. The 1986–87 year is the first for which data has been tabulated, and it is too early to discern trends. Furthermore, the Clearinghouse is not yet used widely enough to reflect a true picture of the profession. It is clear, however, from the available data that there is a real need for Judaica catalogers and that the current problem of recruitment for cataloging in the library profession as a whole is fully reflected in the Judaica field. (See Janet Swann Hill, "Wanted: Good Catalogers," *American Libraries* Vol. 16, Nov. 1985, p. 728–730; "CCS Task Force on Education and Recruitment for Cataloging Report, June 1986," *RTSD Newsletter* Vol. 11, No. 7, 1986, p. 71–78.)

Please send announcements of new positions and letters of application and/or resumes to:

Job Clearinghouse
Association of Jewish Libraries
c/o National Foundation for Jewish Culture
330 Seventh Avenue—21st Floor
New York, New York 10001

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