

HOTLINE



A Bulletin of Career, Educational, and Reentry Information and Opportunities for RPCVs

HOT RESOURCES

Career Events

June 16—Washington, D.C.
 July 8—Washington, D.C.
 August 6—Chicago

(See back page for details.)

Returned Peace Corps Volunteer FAQs

To answer your frequently asked questions such as:

“How can I get assistance with financial and medical issues?”

“How can I get a copy of my Description of Service (DOS)?”

“How can I stay connected with the Peace Corps?”

visit

www.peacecorps.gov/index.cfm?shell=resources.former.formervolfaq.

PUBLIC SECTOR

TECH. ADVISOR • Washington, DC

Position available with the U.S. Census Bureau. The International Programs Center of the U.S. Census Bureau helps developing countries process censuses and surveys. Mission is technology transfer and capacity building. Work with other RPCVs in Washington, D.C., or with local counterparts overseas. Duties: develops, uses, and teaches U.S. Census Bureau software product, CSPro. Qualifications: bachelor's degree in computer science or related field; motivated self-starter; C++ (MFC) in Windows preferred; languages (French/Spanish/Russian/Arabic) preferred; overseas travel required. Contact Glenn Ferri, International Programs Center, Population Division, Washington, DC 20233; phone: 301.763.1451; fax: 301.457.1451; e-mail: gferri@census.gov.

HEALTH EDUCATOR • NC

Position available with Hertford County Public Health Authority in Winton, N.C. Duties: develops and

implements bioterrorism plan; assists with communicable disease surveillance. Salary: \$29K-34K. Submit résumé to Hertford County PHA, P.O. Box 246, Winton, NC 27986; phone: 252.358.7833; fax: 252.358.7869; e-mail: laura.kline@ncmail.net.

PRIVATE SECTOR

RESEARCHER • Washington, DC

Position available with U.S. Overseas Cooperative Development Council. Duties: creates principles for cooperative growth, including laws, regulations, and practices. Qualifications: development experience; team building; fluency in Spanish and French a plus. Deadline for applications: 6/29/2004. Apply online at website: www.coopdevelopmentcenter.coop/OCDC/home.htm. Contact Gretchen Warner at fax: 703.907.5509; e-mail: gretchen.warner@nreca.coop.

DIR. OF INT'L RESEARCH • NY

Position available with Sesame Workshop in New York, N.Y. Du-

ties: leads efforts to summarize and share the experience of *Sesame Street* internationally; writes grant proposals; oversees educational content development and implementation; collaborates with production team on issues of developmental appropriateness, curriculum goals, format, story lines, characters, and scripts; hires and supervises consultants; manages budgets; directs internal/external communication. Qualifications: Ph.D. in developmental psychology or international education; two years' overseas experience; minimum five years' experience in curriculum development and field research, preferably in an international setting; foreign language proficiency; experience with PowerPoint, Microsoft Word, Excel, and Microsoft Office. Apply by 6/29/2004 to fax: 212.875.7388; e-mail: Jocelyn.Leong@sesameworkshop.org.

MANAGEMENT SPEC. • NY

Position available with Cornell University in Norwich, N.Y. Duties: provides leadership for developing, planning, conducting, and

Development Jobs via Weekly E-mail Get on the list!

Returned Volunteer Services is now offering a weekly e-mail listing of 25 to 30 employment and internship opportunities in international development.

Published by **InterAction**, the “largest alliance of U.S.-based international development and humanitarian nongovernmental organizations,” this weekly e-mail listing is available free to all RPCVs.

To receive the weekly job announcements, contact rvs@peacecorps.gov with “InterAction” in the subject line of e-mail.

Join an RPCV Listserv

To receive **additional job listings** and passwords to online publications (see page 7) automatically, sign up for the Yahoo! Group called RPCVNetwork.

Go to www.yahoo.com, select “Groups,” search for “RPCVNetwork,” and “Join.” Include your PCV name and country/dates of service.

Peace Corps HOTLINE

Patricia Licata
 Editor
 Manager, Returned Volunteer Services

Clare Jensen
 Editorial Assistant

To place job announcements, visit www.peacecorps.gov/rpcv/hotline or contact

Peace Corps
 Returned Volunteer Services
 Phone: 202.692.1430 or 800.424.8580, ext. 1430
 E-mail: hotline@peacecorps.gov
 Fax: 202.692.1421

evaluating a comprehensive farm business management educational program, including applied research for producers and agri-service in six counties; cooperates with professionals in the integration of their professional talents toward enhancement of the overall Cornell cooperative extension effort. Qualifications: M.S. plus five years' experience. Deadline for applications: 6/29/2004. Send letter of intent, résumé, and transcripts to CNY FBM Specialist, Box 26, Kennedy Hall, Cornell University, Ithaca, NY 14853. Contact Connie Kan at e-mail: ck236@cornell.edu.

ENVIRONMENTAL ED. • Chevy Chase, MD
Part-time (28 hours per week) position available with Audubon Naturalist Society, a nonprofit organization devoted to environmental education and advocacy. Duties: plans educational programs; supervises teachers, volunteers, and interns; teaches classes during the school year and in summer camp; works with school groups. Starts in 7/2004 or 8/2004. Qualifications: degree in environmental education and/or relevant experience; willingness to work weekends. Send cover letter and résumé to Audubon Naturalist Society, Marcia P. Sward, Environmental Education Director, 8940 Jones Mill Road, Chevy Chase, MD 20815; e-mail: msward@audubonnaturalist.org.

DEVELOPMENT SPEC. • Washington, DC
Position available with Latin American Youth Center. Duties: provides ongoing counseling support, advocacy, and guidance to participants to help them with personal, legal, and social service needs; provides referral services to medi-

cal, child care, housing, and other support services; maintains participant case-management files; participates in case-management meetings. Qualifications: bachelor's degree with at least two years' experience in case management for at-risk populations; fluency in Spanish preferred; ability to handle multiple tasks simultaneously; proficiency in Microsoft Word and Excel. Deadline for applications: 6/30/2004. Send résumé to G. Davis, LAYC, 3014 14th Street, NW, Washington, DC 20009; fax: 202.518.0618.

PROGRAM ASSISTANT • Washington, DC
Position available with the International Foundation for Election Systems (IFES). Duties: reviews and submits field expense reports; generates financial tracking and budget reports; supports recruitment and mobilization for field assignments; conducts research and provides support in proposal-development process; plans airline, hotel, and visa arrangements. Qualifications: B.S./B.A. with 24 months' experience in international development; strong communication, oral, and writing skills; experience with Microsoft Excel and Word; familiarity with USAID regulations preferred; written and oral Spanish skills a plus. Send résumé and cover letter to e-mail: jobs@ifes.org indicating Job #1116 in the e-mail subject line.

TEACHERS/TRAINERS • Bedford, VA
Global-issues workshop instructor, dialogue-workshop instructor, male cabin counselors, and lifeguard positions available with Legacy International. Legacy's global youth village emphasizes experiential learning and challenges

young people to turn cross-cultural theory and skills into practical action. Sixty teens from around the world participate. Workshops address issues concerning youth: war and peace, prejudice, and the effects of social pressures. Help participants learn to respect differences and discover similarities that transcend culture, religion, and political barriers. Program runs from 7/7/2004 to 8/9/2004. Residential positions include housing and meals. Apply online at website: www.globalyouthvillage.org. Contact Leila Baz, staff director, at phone: 540.297.5982; fax: 540.297.1860; e-mail: Staff@legacyintl.org.

ASSOC. EXEC. DIRECTOR • Atlanta, GA
Position available with the Carter Center. The Carter Center seeks an individual with recognized expertise and substantial experience in international affairs to be the associate executive director for peace programs. The position provides overall direction of programs that promote human rights, democracy, conflict resolution, and economic and social development. Qualifications: expert in international affairs with least 20 years' relevant work experience; language skills and doctorate in relevant field preferred; extensive overseas experience required. Application deadline is 8/31/2004. Contact the Carter Center, c/o HR, REF#141620, One Copenhill Avenue, 453 Freedom Parkway, Atlanta, GA 30307; website: www.cartercenter.org.

ADMINISTRATIVE ASS'T • Washington, DC
Position available with KaBOOM! Duties: supports project managers in national community-built play space programs. Deadline for applications: 6/30/2004. Send cover letter and résumé to Human Resources, KaBOOM!, 4455 Connecticut Avenue, NW, B100, Washington, DC 20008; fax: 202.659.0210; e-mail: HR@kaboom.org.

ENVIRON. INSTRUCTORS • Toccoa, GA
Positions available with Blue Ridge Outdoor Education Center for fall 2004. Duties: teach environmental education classes to seven- to 16-year-olds; teach Cherokee culture, high ropes, and adventure programs; rappel with groups on some weekends. First aid, CPR, high ropes, and rappelling training provided. Salary: \$190 per week plus room/board, and medical insurance. Positions run from 9/2004 to 11/2004. Qualifications: ability and desire to lead educational classes; biology/ecology background preferred. Deadline for applications: 8/15/2004. Send cover letter and résumé to RPCV John DiDiego, Director, Blue Ridge Outdoor Education Center, Route 3, Box 3495, Toccoa, GA 30577; phone: 706.886.7621; e-mail: blueridge@alltel.net; website: www.campmikell.com.

HOT! OPPORTUNITIES

TURTLE PROJECT MONITORING AND TECHNICAL ASS'T • Honolulu, HI

Two-year temporary position available with the Joint Institute of Marine and Atmospheric Research (JIMAR). Duties: provides technical assistance in support of sea turtle conservation and management projects, including nesting beach conservation activities, sea-based convention and satellite tagging activities, interaction with commercial vessel operators and crew, liaising with representatives of marine resource and conservation agencies, and environmental non-governmental agencies; conducts site visits for NOAA fisheries-supported sea turtle conservation and management projects and program activities. Qualifications: knowledge of sea turtle biology; demonstrable experience implementing conservation and management projects; ability to deal with arduous travel and living situations. Position begins on 8/1/2004. Contact Ray Clarke at e-mail: Raymond.Clarke@noaa.gov; website: rcuh01.rcuh.com/000168d/rcuh1.nsf/Policy+Index/45DFED3129B42A7C0A256A7F000B932F?OpenDocument.

PROGRAM ASSOCIATE • Washington, DC

Position available with Aga Khan Foundation U.S.A., an international development nonprofit organization. Duties: identifies funding opportunities; coordinates submission of proposals; supports program department in grant, program management, and administration functions; liaises between program department and other departments. Qualifications: bachelor's in international field or business/economics degree, plus three years' administrative or project support experience, preferably with an international development organization; excellent written/oral communication skills; advanced research skills; ability to multitask under tight deadlines. Deadline for applications: 6/30/2004. Only D.C.-area residents will be considered. Send résumé and salary requirements to e-mail: hrconsultant@akfusa.org.

SR. ED. ADVISORS • Various Locations

Positions available with Academy for Educational Development (AED) at headquarters; in the field; and for both long- and short-term international consulting in Washington, D.C., and overseas. Qualifications: advanced degrees in education, economics, management, and social sciences; experience with monitoring and evaluation, reading and mathematics instruction in primary grades, secondary education teacher-training and curriculum development, technology in education, workforce development, organizational development, and multisectoral program and project design; management experience in a multicultural environment preferred; fluency in French, Spanish, Portuguese, or Arabic. Deadline: 6/29/2004. Send curriculum vitae and cover letter specifying interest in pos#GEC-headquarters positions, field positions, or consultancies (or any combination thereof) to AED/HR, 1825 Connecticut Avenue, NW, Washington, DC 20009; fax: 202.884.8413; e-mail: employ@aed.org.

GENERAL MANAGER • Work at Home

Position available with Seed Programs, Inc. Duties: works with president and vice president to learn operations about shipping vegetable seeds to poor and hungry people around the world. After transition period of about one year, will manage operations. Qualifications: vegetable seed expertise required. Deadline for applications: 8/15/2004. Send cover letter and résumé to John Batcha, president, at e-mail: jabspi@prodigy.net.

DEVELOPMENT ASS'T • Washington, DC

Position available with D.C. Law Students in Court Program, Inc., in the legal services office. Qualifications: fluency in Spanish preferred; excellent computer and communication skills. Salary: \$24K. Deadline for applications: 6/25/2004. Send résumé and cover letter to Ann Marie Hay, 806 7th Street, N.W., Suite 300, Washington, DC 20001; e-mail to hay@patriot.net.

CERTIFIED TEACHER • New York, NY

Position available with NY Urban Teachers. Recruiting teachers for the shortage subjects of math, science, English, Spanish, and bilingual education. Complete application online at website: www.nyurbanteachers.org.

RESEARCH ASSOC. • White Plains, NY

Position available with March of Dimes. Duties: provides support to the perinatal data center by conducting statistical analyses and translating findings for use by staff, volunteers, and other health professionals. Qualifications: master's degree in public health, biostatistics, epidemiology, or related field; two to four years' experience in analyzing large data sets and conducting linear, logistic, and multivariate analyses; expertise in SPSS, SAS, and Excel; proficiency in

MS Word, Access, and PowerPoint. Deadline for applications: 6/30/2004. Send cover letter and résumé to Mary Jane Scott, Director of Human Resources, March of Dimes, 1275 Mamaroneck Avenue, White Plains, NY 10605; fax: 914.997.4479; e-mail: recruiter@marchofdimes.com.

4-H COMMUNITY EDUCATORS • NY

Positions available with Cornell Cooperative Extension Ulster/Erie Counties in Kingston and East Aurora, N.Y. Qualifications: B.S. and a year's experience required. Deadline for applications: 6/30/2004. Complete job description for Ulster County/Kingston position online at website: www.cce.cornell.edu/careerops/Ulster_4H.htm. Send résumé and cover letter to Lydia Reidy at 10 Westbrook Lane, Kingston, NY 12401; phone: 845.340.3990; e-mail: lmr5@cornell.edu. Complete job description for Erie County/East Aurora position online at website: www.cce.cornell.edu/careerops/Erie_4H.htm. Send résumé and cover letter to Daniel P. Harris, Executive Director, Cornell Cooperative Extension-Erie County, 21 South Grove Street, Suite 300, East Aurora, NY 14052; phone: 716.652.5400 ext. 123; fax: 716.652.5073; e-mail: dph4@cornell.edu.

SR. PROJ. ACCOUNTANT • Washington, DC

Position available with ACDI/VOCA. Duties: reviews budgets for new and modified awards for accuracy/compliance with U.S. government regulations; tracks all project accounts receivables and reviews invoices; assures management of accounts receivable functions; assists with complex project account management. Qualifications: bachelor's degree in accounting, experience with computerized accounting systems; DELTEK and Microsoft Excel/Word; desire to learn government contract regulations; excellent organizational and problem-solving skills. Some travel required. Send résumé, cover letter, and salary history to HR/Senior Project Accountant, P.O. Box 77316, Washington, DC 20013; fax: 202.638.7477; e-mail: www.openings@acdivoca.org; website: www.ACDIVOCA.org.

HOST FAMILY • Long Island, New York

Position available with Program for Academic Exchange. Share heart, home, and country with a young person from abroad by becoming a host family for the 2004 to 2005 school year. All types of families encouraged to apply. Families provide a place for the student to sleep and study, meals, and a warm, supportive environment. Students come with own insurance and spending money. Deadline for applications: 7/31/2004. For complete job details contact Cristina, PAX Community Coordinator, at phone: 516.672.2848; e-mail: CAZ100@aol.com.

DEV. DATA SPECIALIST • Arlington, VA

Short-term position available with Millennium Institute. Duties: develops ways to access and feed specific international data sets into a dynamic, integrated national model. Qualifications: ability to teach about data sources and how to use them efficiently; three years' experience in the collection and organization of national development data in an international organization; bachelor's degree and two years' experience in library science, international statistics, or international development; experience in economics, ecology, demographics, international health, statistics, and calculus desirable. Deadline: 6/29/2004. Contact Kristen Barney at Millennium Institute, 2200 Wilson Boulevard, Suite 650, Arlington, VA 22201; phone: 703.841.0048; fax: 703.841.0050; e-mail: kristenbarney@earthlink.net; website: www.threshold21.com and www.millenniuminstitute.net.

CARETAKER/INTERN • Bluemont, VA

Position available with Bears Den Trail Center. Duties: welcomes guests and hikers from the Appalachian Trail; works on environmental education programs and raises awareness about environmental stewardship. Qualifications: excellent customer service and communication skills; desire to work and live outdoors. Position runs now to 11/31/2004. Compensation includes a \$400 per month stipend, on-site housing, and vegetables from organic garden. Complete details online at website: www.bearsdencenter.org. Send letter of interest to Rob Carey at 18393 Blueridge Mountain Road, Bluemont, VA 20135; phone: 540.554.8708; e-mail: rcarey@brces.org.

BILINGUAL OFFICE MANAGER • CA

Position available as an office manager/receptionist with Redwood Midwifery Service, a Women's Health Clinic that works in the areas of prenatal care and birth control in Santa Rosa, California. Qualifications: bilingual Spanish/English required (50 percent Spanish-speaking clientele). Deadline for applications: 6/30/2004. Position begins 7/2004. Send résumé to Redwood Midwifery Service, 339 College Avenue, Santa Rosa, CA 95401; phone: 707.579.4420; fax: 707.579.2416.

***ORGANIZER-IN-TRNG. • Various Locations**

Position available with Service Employees International Union. Organizers help working people win dignity and respect on the job. Duties: uses innovative tactics to challenge large and powerful corporations in the world—and win. Qualifications: excellent communication skills; ability to work with people from diverse backgrounds and cultures; commitment to justice for workers; willingness and stamina to travel and work long and irregular hours. Positions available nationwide on an ongoing basis. Salary: begins at \$30,466. Details available

PEACE CORPS FELLOWS/USA



Peace Corps Fellows/USA works with more than 30 universities that offer financial assistance to RPCVs who wish to attend graduate school and work in underserved U.S. communities. Below is a *partial* list of universities and subject areas. For the complete list, visit www.peacecorps.gov/fellows, call 800.424.8580, ext. 1440, or write to fellows@peacecorps.gov.

Carnegie Mellon University

Pittsburgh, PA

Public policy/management, arts management, or health-care policy management. Martha Chavez McGivney, phone: 412.268.1909; e-mail: mcgivney@andrew.cmu.edu.

DePaul University

Chicago, IL

Elementary and high school special education certification. Dr. Barbara Radner, phone: 773.325.7171; e-mail: bradner@depaul.edu.

Duquesne University

Pittsburgh, PA

Social and public policy, business administration, conflict resolution, peace studies. Dr. Evan Stoddard, phone: 412.396.5179; e-mail: stoddard@duq.edu.

Florida Institute of Technology

Melbourne, FL

Environmental science, engineering, management, teaching, and other areas of education (science, mathematics, computer). Dr. Tom Marcinkowski, phone: 321.674.8946; e-mail: marcinko@fit.edu.

George Mason University

Fairfax, VA

Elementary education and English as a second language master's programs. Dr. Jack Levy, phone: 703.993.3689; e-mail: jlevy@gmu.edu. Lynn Walker Levy, phone: 703.993.3602; e-mail: lwalker3@gmu.edu.

George Washington University

Washington, DC

Transition special education, secondary education. Dr. Jeanne Embich, phone: 202.973.1061; e-mail: jembich@gwu.edu.

online at website: www.seiujobs.org. Send cover letter and résumé to fax: 202.898.9016; e-mail: svartm@seiujobs.org.

INTERNATIONAL

PROGRAM MANAGER • Yerevan, Armenia

Position available with IREX (International Research & Exchanges Board). Duties: supervises a network of 35 Internet access sites and more than 60 local staff; coordinates program activities with public affairs sections of local U.S. embassies; oversees and manages the budget, reporting, statistics collection, and program direction. Qualifications: two to three years' experience with international assistance and development programs; knowledge of local language preferred; experience integrating information technology resources in professional and educational settings; minimum of one year's experience working and living in Eurasia; understanding of LAN architecture and hardware. Send cover letter and résumé to IREX/DC/PA at fax: 202.628.8189; e-mail: resumes@irex.org.

Illinois State University

Normal, IL

Applied economics, political science, sociology with sequences in applied community and economic development. Phone: 309.438.7090; e-mail: stevensoncenter@ilstu.edu. Beverly Beyer, phone: 309.438.8685; e-mail: babeyer@ilstu.edu.

Johns Hopkins University

Baltimore, MD

Nursing, public health. Mary O'Rourke, phone: 410.955.7548; e-mail: orourke@son.jhmi.edu.

Marquette University

Milwaukee, WI

Business, engineering, communication, English, economics, history, international affairs, philosophy, political science, public service. Carole Ferrara, phone: 414.288.5861; e-mail: carole.ferrara@marquette.edu.

Michigan Technological University

Houghton, MI

Environmental policy. Dr. Kathleen Halvorsen, phone: 906.487.2824; e-mail: kehalvor@mtu.edu.

New Mexico State University

Las Cruces, NM

Public health, border health, health education, social work, nursing. Dr. Sue Forster-Cox, phone: 505.646.2183; e-mail: sforster@nmsu.edu. Daryl T. Smith, phone: 505.646.3429, ext. 11; e-mail: darysmit@nmsu.edu.

New School University

New York, NY

Urban policy analysis/management, health services management and policy, human resources management, organizational change management; Ph.D. public policy.

Joseph Encarnacion, phone: 212.229.5311, ext. 1110; e-mail: encarnaj@newschool.edu.

Northern Arizona University

Flagstaff, AZ

Business. Dr. Joseph S. Anderson, phone: 928.523.1389; e-mail: joseph.anderson@nau.edu or mba@nau.edu.

Seton Hill University

Greensburg, PA

Art therapy, business administration, elementary education, marriage and family therapy, special education, technologies-enhanced learning, popular fiction writing. Jenell Krymowski, phone: 724.838.4283; e-mail: krymowski@setonhill.edu.

Southern New Hampshire University

Manchester, NH

Community economic development, international community economic development, business, National Weekend Program. William O. Maddocks, phone: 603.644.3124; e-mail: ced@snhu.edu or w.maddocks@snhu.edu.

Teachers College, Columbia University

New York, NY

Urban education including bilingual education, teaching math or science, ESOL, special education, reading specialist. Reed Dickson, phone: 212.678.4025; e-mail: rd2002@columbia.edu.

Temple University

Philadelphia, PA

Secondary education in sciences, foreign languages, or English. Dr. David Fitt, phone: 215.204.6110; e-mail: dfitt@temple.edu.

SITE MANAGER • Turks and Caicos Islands

Position available with the School for Field Studies (SFS), Turks and Caicos Islands. Qualifications: B.A./B.S. or equivalent combination of relevant work experience; construction/general maintenance experience, including groundskeeping, vehicle repair (preferably boat engines); bookkeeping experience; project/operations budgets; supply ordering and inventory tracking; excellent computer skills in Microsoft Office, Windows, and preferably, QuickBooks/Quicken software; experience living/working in region. Deadline for applications: 7/31/2004. Salary: \$19K plus benefits and on-site room/board. View complete job description and apply online at website: www.fieldstudies.org.

CHIEF OF PARTY • Afghanistan

Position available with Management Systems International (MSI). Duties: provides technical leadership and management oversight; supervises technical, administrative staff, and short-term consultants; serves as liaison with interim authority and donor agency. Qualifications: 15

or more years' senior management experience in international development; technical experience focused on judicial reform, policy planning/coordination, constitutional reform, human rights; experience in Afghanistan, Pakistan, or South Asia and/or Middle East; excellent diplomatic skills; experience working with USAID or on a USAID-funded project a plus; Farsi or Pashto a plus. Contact at e-mail: gcritchley@msi-inc.com.

HR DIRECTOR • Nong Khai, Thailand

Position available with First Global Community College, an English language two-year college in Northeast Thailand. Duties: develops, coordinates, and institutionalizes personnel functions; expands recruitment efforts for international staff and volunteers for the United States and worldwide, with emphasis on supplementing and increasing diverse talents and commitment of staff; assists in development of collaborative projects in Laos and Vietnam. Qualifications: degree in related field; international experience a plus; ability to handle multiple projects. Housing and stipend provided. One-year contract required.

renewable with negotiable salary. Deadline for applications: 8/1/2004. Send detailed résumé with specific letter of interest to e-mail: fgccthailand@yahoo.com; website: www.fgcc.ac.th.

CONSTRUCTION SUPER. • Nairobi, Kenya
Position available with Feed The Children. Duties: oversees renovation and construction at abandoned baby center and dagoretti center on 12-acre compound in Nairobi; works with architect, engineers, wetlands specialists, foremen, and laborers. Qualifications: at least 10 years' experience supervising medium to large construction projects; ability to write budgets and manage cash flow; excellent interpersonal skills; knowledge of construction; computer skills. Position requires one- to two-year commitment. Compensation includes: expenses, transportation, and Internet access. Deadline for applications: 6/30/2004. Send cover letter and résumé to Feed The Children, Attn: Sherri Fisher, P.O. Box 36, Oklahoma City, OK 73101; e-mail: sherri.fisher@feedthechildren.org.

CHIEF OF PARTY • Almaty, Kazakhstan
Position available with International Foundation for Election Systems (IFES). Duties: manages the IFES program in Kazakhstan, including program management and implementation, and management of the field office in Almaty. Deadline for applications: 6/30/04. Apply directly by e-mail: jobs@ifes.org, indicating "Kazakhstan Chief of Party" in the subject line.

ESL TEACHERS • China

Positions available at two private English schools in the Jianping and Liaoning provinces of China. Qualifications: married couple, retired couple preferred, one of whom must have elementary education experience. Accommodations provided and some restaurant meals. Monthly salary: \$600 to \$900 a month. Paid airfare from the U.S. West Coast included. Classes begin mid 7/2004 and 8/2004. Contact Mr. Stanley Chi at phone: 011.1394.211.2164; e-mail: Instanchi@tom.com or walhylton@yahoo.com.

INT'L EXPANSIONISTS • Various Locations
Positions available with ZICOM, a global communications company. Seeking motivated, coachable, and culturally aware individuals to facilitate national and international expansion. Contact at phone: 800.465.8049 code 53; website: www.excelir.com/zieber.

EDUCATION

GRAD. ASSISTANTSHIPS • Pine Bluff, AR
Two graduate assistantships available in fisheries biology. Duties: conduct boat-mounted electro-fishing, gill and trap netting, and seining; supervise laboratory work-up of fishes.

Qualifications: B.S. in fisheries, aquatic sciences, or related field; minimum GPA of 3.0 and GRE of 1000+; minimum TOEFL 500 for international students; strong interest in fisheries/fish ecology; ability to perform rigorous fieldwork responsibly; good writing, public speaking, and computer skills required. Salary: \$15,100 (includes \$12,000 a year stipend plus \$2,600 tuition and \$500 health insurance reimbursement). Contact: Dr. J. Wesley Neal, Aquaculture/Fisheries Center, University of Arkansas at Pine Bluff, 1200 North University Drive, Mail Slot 4912, Pine Bluff, AR 71601; phone: 870.575.8136; fax: 870.575.4639.

***ANTIOCH UNIVERSITY • Seattle, WA**
Antioch University Seattle offers a master of arts degree in environment and community for anyone working, or wanting to work, in environmental or community development fields with organizations, businesses, or public agencies. The program provides a unique focus on the relationships between the natural environment and human communities by emphasizing social science perspectives and natural science literacy. Students pursue place-based studies and routinely meet in Seattle for course intensives over two years. Contact at e-mail: admissions@antiochsea.edu or jjoichi@antiochsea.edu; website: www.antiochsea.edu/academics/enviro/index.html.

***MONTEREY INSTITUTE • Monterey, CA**
The Monterey Institute of International Studies has scholarships up to \$10,000 for qualified RPCVs interested in the following internationally focused graduate programs: M.B.A. in international and environmental policy studies, public administration, or translation and interpretation; TESOL; and foreign language teaching. The institute prepares students for international careers in the private, public, and nonprofit sectors. Half the students come from more than 50 countries. Most American students have lived, worked, or studied abroad. The Monterey Institute also offers the Peace Corps Master's International program for the M.B.A. and TESOL. Contact by phone: 831.647.4123 or 800.824.7235; e-mail: admit@miis.edu; website: www.miis.edu.

***PREMED PROGRAM • Philadelphia, PA**
Position available with the University of Pennsylvania. Post-baccalaureate premedical program offers students the opportunity to develop required strengths, skills, and experiences to gain admission to leading medical, dental, and veterinary schools. Practical and theoretical approach combines classroom work in science and clinical opportunities at area medical centers. Early admissions arrangements with several medical schools are available. Students can study full or part time, take

day or evening classes, and have affordable tuition. Contact Premedical Programs, University of Pennsylvania, College of General Studies, Suite 100, 3440 Market Street, Philadelphia, PA, 19104; phone: 215.898.3110; fax: 215.573.2053; e-mail: prehealth@sas.upenn.edu; website: www.sas.upenn.edu/CGS/postbac.

***POPULATION FELLOWS • Ann Arbor, MI**
The Population Fellows Programs offer two-year professional fellowships to individuals with a recent graduate degree and experience in population/reproductive health or population-environment. Population-health fellows are placed with organizations working to improve family planning and reproductive health programs to the developing world. Population-environment fellows work on projects that link family planning and environmental programming in the developing world. Fellows receive a professional-level stipend and benefits. Contact the Population Fellows Programs, University of Michigan, 1214 South University, 2nd Floor, Ann Arbor, MI 48104-2548; phone: 734.763.9456; fax: 734.647.0643; e-mail: michiganfellows@umich.edu; website: www.sph.umich.edu/pfps.

***GRADUATE PROGRAM • Boston, MA**
Boston University School of Public Health's Department of International Health announces two half-tuition scholarships for RPCVs toward the 12-week management and finance for international health certificate program from 9/13/2004 to 12/10/2004. Graduate program offers one-third the credits required for the master of public health degree. Deadline for applications: 8/13/2004. Submit COS statement, completed application form, letter of recommendation, curriculum vitae, and personal statement to Sarah Petty, Dept. of International Health, 715 Albany Street, T4W, Boston, MA 02118; phone: 617.638.5234; website: www.international-health.org.

ENERGY WORKSHOP • Carbondale, CO
Solar Energy International (SEI) presents a workshop on how to successfully implement renewable energy projects in the developing world. Effective technology transfer methods will be presented as well as setting up infrastructure and the economics and financing of renewable energy projects. Case studies will be presented on solar cooking, rural electrification, appropriate building technologies, rural health care, and micro-enterprises using renewable energy. Contact SEI, P.O. Box 715, Carbondale, CO 81623; phone: 970.963.8855; fax: 970.963.8866, e-mail: sei@solarenergy.org; website: www.solarenergy.org.

***INTERCULTURAL INST. • Portland, OR**
If you want to continue making a difference, consider graduate work through the master of arts in intercultural relations, offered in conjunction

with the School of International Studies, University of the Pacific. This limited-residency program builds on experiences like the Peace Corps for those who wish to obtain an advanced degree while maintaining employment in their own communities. Designed for adult professionals, the program takes two-and-one-half to three years to complete, with three two-week residencies in Portland, and core coursework completed at home. RPCVs receive special consideration for admission. Phone: 503.297.4622; e-mail: mair@intercultural.org; website: www.intercultural.org.

INTERN/VOLUNTEER

FARM INTERNSHIPS • Orange County, NY

Two positions available on certified organic farm from late June to November. Duties: perform all aspects of planting, growing, harvesting, and marketing in New York City greenmarket of approximately 75 different vegetables and herbs. Qualifications: enjoy outdoor work and have a strong interest in learning and practicing sustainable agriculture. Good housing, beautiful surroundings, \$200 weekly stipend. Possibility of long-term management position with good salary, housing, and benefits. Contact Keith Stewart, Keith's Farm, P.O. Box 146, Westtown, NY 10998; phone: 845.856.4955; e-mail: fbksfarm@warwick.net.

WEB DATABASE INTERN • Washington, DC

Part-time position available (20 hours a week) with International Foundation for Election Systems (IFES). Duties: develops events-management system to integrate with Microsoft Outlook and calendars; develops and employs asset-management system to integrate with online timesheets; integrates these databases into SharePoint. Qualifications: motivated and well-organized; ability to perform independently; background in XML, .NET technology, Access, SQL, and Web interface design for the database application; working knowledge of SharePoint is a plus. Position runs from 6/2004 to 8/31/2004. Send résumé and cover letter to e-mail: intern@ifes.org indicating "Web Database Intern" in subject line.

SPECIAL ADVOCATE • Various, Nationwide

Volunteer position available with Court Appointed Special Advocates (CASAs). Duties: advocates for the best interests of children who have been abused or neglected and are under the protection of the juvenile court; learns about juvenile law and the child welfare system. Qualifications: ability to be objective; requires a one-and-one-half year commitment with 10-20 hours a month and flexible daytime work schedule. Prospective applicants must go through an application/screening process and a 30-40 hour training session. To find your local CASA program,

contact the National CASA Association at phone: 800.628.3233; website: www.nationalcasa.org/.

VOLUNTEER • St. Paul/Minneapolis, MN

Position available with CommonBond Communities. Summer volunteers needed for children's programming. Daytime and evening opportunities available. Deadline for applications: 7/2004. Contact Kay Wasyliszyn at phone: 651.312.3341; e-mail: wasyliszyn@commonbond.org; website: www.commonbond.org.

INTERNSHIP PROGRAM • White Plains, NY

Internship available (minimum 20 hours) for graduate or professional-school students for 2004/2005. Duties: analyzes perinatal epidemiologic and statistical data. Qualifications: currently enrolled in a master's or doctoral program in health-related discipline; completed coursework in biostatistics and epidemiology; experience analyzing national data sets preferred. Salary: \$15 an hour. Send curriculum vitae with educational background, planned date of graduation, thesis topic, and professional experience including familiarity with computerized database development and statistical analysis. For complete details, contact Joann Petrini, director, Perinatal Data Center, March of Dimes Birth Defects Foundation, 1275 Mamaroneck Avenue, White Plains, NY 10605; phone: 914.997.4515; e-mail: jpetrini@marchofdimes.com.

AMERICORPS/VISTA

CONSERVATION CORPS • Various Locations

Positions available immediately with Northwest Youth Corps (NYC) in the Pacific Northwest, United States. Duties: perform field staff work and live in remote settings throughout the Pacific Northwest; supervise youth ages 14-19 in 10-person work crews as a two-member staff team. Learn new skills, build muscles, see amazing places, and get paid. Field staff earn between \$70-\$86 per day. Send résumé and cover letter to e-mail: work@nwyouthcorps.org; website: www.nwyouthcorps.org.

HIGH SCHOOL PRINCIPAL • Eugene, OR

Position available with Northwest Youth Corps. Duties: supervises and coordinates program staff; develops the school site council; prepares operational reports; presents annual staff performance reviews; works with participating school districts to ensure educational objectives are being met; works with staff to document operational procedures and strengthen the operational infrastructure of the program; works to improve program sustainability by implementing fundraising strategies, such as grant writing and establishing collaborative community partnerships. Deadline for applications: 6/25/2004. Complete job description and application information online at website: www.nwyouthcorps.org.

VISTA LEADER • Juneau, AK

Position available with Big Brothers/Big Sisters of Southeast Alaska, serving as VISTA leader for all of Southeast Alaska. Duties: designs and coordinates trainings for VISTA members; outreaches to VISTA sites throughout Southeast Alaska; recruits, enrolls, and matches volunteer Big Brothers and Big Sisters with at-risk youth. Qualifications: bachelor's degree; former VISTA member or RPCV. Living allowance plus \$200 a month; relocation allowance; educational award or end-of-service cash award. Deadline for applications: 6/30/2004. Send cover letter and résumé to Marc Wheeler, 110 Seward St, #2, Juneau, AK 99801; phone: 907.586.3350; fax: 907.586.1886; e-mail: marc@southeastbigs.org.

AMERICORPS/VISTA • CA and East Coast

AmeriCorps/VISTA position available. Duties: assesses small-business sector needs, implements solution-based programs, and tracks benchmarks; improves small-business understanding of commercial credit processes; provides systems to increase local capacity to help small-business owners understand the linkages between personal credit behavior, business creditworthiness, and small-business growth; builds management capacity, systems, and financial tools to help local business communities and their nonprofit partners identify and measure company benchmarks that lead to healthy business development. Rolling deadline for applications begins: 6/2004. Contact Lily Phan, BRG Recruitment; phone: 310.575.1100 ext. 204; fax: 310.575.1121; e-mail: lphan@bizresourcegroup.com.

Discover Career Assessment Software

Returned Volunteer Services (RVS) is now offering "Discover," a career assessment software program administered through ACT, Inc. Available free to all RPCVs, the questionnaire-based program is designed to assess career-related interests, abilities, and job values to help you consider career options that are a good match for you.

In addition, you can learn how to develop effective résumés, cover letters, job applications, and interviewing skills.

To receive a password to access the online software, send an e-mail request to rvs@peacecorps.gov.

Peace Corps Medical Officers Needed

The Peace Corps seeks NPs, PAs, and MDs with independent practice experience to serve as Peace Corps medical officers (PCMOs) in Asian, African, and Pacific countries.

For more information, visit the Peace Corps website: www.peacecorps.gov, click on "Professional Medical Opportunities"; phone 202.692.1535; or e-mail pcmrecruitment@peacecorps.gov.

Online Employment Bulletins

- ↪ *International Career Employment Weekly*
- ↪ *Public Health Jobs Worldwide*
- ↪ *Environmental Career Opportunities*
- ↪ *Opportunities in Public Affairs*

E-mail rvs@peacecorps.gov to receive the passwords.
(For more information, see listserv ad on page 1.)

Peace Corps Career Centers

A Career Center with job postings, resource books, computers, fax machines, and phones is available at our Washington, D.C., recruitment office. Smaller career areas are also available in our other regional recruitment offices. Contact them for more information.

Career Information Consultants

This publication lists RPCVs and other professionals in specific career fields who have agreed to answer career-related inquiries on a voluntary basis. More than 1,500 participants are included in this 369-page revised edition.

To obtain the directory, contact Returned Volunteer Services at rvs@peacecorps.gov and indicate whether you would like a hard copy or CD-ROM.

Crisis Corps Recruiting Short-Term Volunteers

Mali

Network Technician: The University of Mali requests a Crisis Corps Volunteer (CCV) for a six-month assignment. Duties: trains IT personnel; helps connect wireless computer systems. Qualifications: Africa RPCV; fluency in French; excellent writing skills; degree, certificate, or experience in network administration, wireless networks, or related field; training experience; experience working with wireless networks; RPCVs with knowledge/training of CISCO Systems hardware preferred.

Malawi

Nutrition Program Development Trainer: One Volunteer needed for a six-month assignment to work on a nutrition and food security program with a participatory rural development organization. Duties: provides staff with nutrition training and skills to strengthen capacity of the organization; develops a nutrition training curriculum; creates or adapts visual training aids; sets up nutrition "model" villages, which include activities such as home gardens, improved cooking methods, meal planning, food preservation, and home-based care. Qualifications: One year of experience in nutrition programming training; knowledge of links among food security, nutrition, and HIV/AIDS; teaching and mentoring skills; computer skills with the ability to develop training materials and visual aids; Africa RPCV.

Apply Now

We anticipate Crisis Corps assignments in French-speaking Africa will become available soon. If you are a West Africa RPCV and have been considering Crisis Corps, now is the time to apply.

Current Crisis Corps Countries

Volunteers are currently serving in Cameroon, Ecuador, Ghana, Guinea, Malawi, Namibia, and Tanzania.

Because of mail delivery difficulties, Crisis Corps requests that applications and résumés be faxed to 202.692.2251 or e-mailed to crisiscorps@peacecorps.gov. An application and additional position information can be downloaded from the Crisis Corps website at www.peacecorps.gov/rpcv/crisiscorps; or call 800.424.8580, ext. 2250.

Peace Corps

Washington, DC 20526

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When responding to a listing, please indicate with a cover letter that you are a returned Peace Corps Volunteer submitting your résumé in response to a HOTLINE announcement. Questions concerning positions should be addressed to the advertiser, NOT to Returned Volunteer Services. HOTLINE is published twice monthly for the use of RPCVs

and should not be posted on bulletin boards or passed on to non-RPCVs. The Peace Corps has no control over, nor responsibility for, HOTLINE advertisers, nor do we have personal knowledge relating to working conditions of advertised opportunities. If you have any complaints about an advertiser, please write us.

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Database Mgr., Second Fl., Paul D. Coverdell Peace Corps Headquarters, 1111 20th Street, NW, Washington, DC 20526.
Changes cannot be made without this form or over the phone. Please allow four to six weeks for any changes to take effect.

NPCA Conference Career Fair: August 6, 2004

Confirmed exhibitors for the career fair include ACDI/VOCA; Chemonics International; Development Alternatives, Inc.; and Service Employees International Union.

Participating schools include Brandeis University-the Heller School for Social Policy and Management; Indiana University-Kelley School of Business; Tulane University-MBA Program School for International Training; and University of Wisconsin-Milwaukee.

For more information about this fair in Chicago, visit
www.rpcv.org/career_fairs, or contact Toby Schaeffer at careers@rpcv.org
or at 202.293.7728, ext. 24

Emotional Intelligence: How to Use It in a Job Search

Presented by Thomas Morris, Career Management Expert

Thursday, July 8, 2004
12–1:30 p.m.
Peace Corps Headquarters

For more information, contact Patricia Licata at 202.692.1443

June Career Event

“Dos and Don’ts: Applying for Federal Jobs”

Madalyn Robinson, human resource specialist at the Peace Corps, will discuss the federal application process, OF-612 forms, responding to KSAs, application time frames, and noncompetitive eligibility.

Wednesday, June 16, 2004
12–1:30 p.m.

Peace Corps Headquarters
1111 20th Street, NW
Shriver Conference Room B
Washington, DC 20526

For more information,
contact Clare Jensen
Returned Volunteer Services
202.692.1437