

HOTLINE



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

HOT RESOURCES

Career Events

October 13—Washington, D.C.

(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.

Peace Match Online Speakers' Bureau: Connecting You With Classrooms

The Peace Match Online Speakers' Bureau, developed to link returned Peace Corps Volunteers (RPCVs) with teachers throughout the United States, has been operational for six months with a good response: To date, hundreds of RPCVs and teachers have registered for classroom presentations.

Implemented through a cooperative agreement between the Peace Corps and the National Peace Corps Association (NPCA), Peace Match makes it easier for RPCVs to find speaking opportunities—and for teachers to identify RPCVs who wish to visit their classrooms. Both educators and RPCVs can search the database by zip code for a match in their areas.

“Peace Match helps returned Volunteers bring their cross-cultural experiences to American students,” said Gladys Maloy, NPCA Peace Match program manager. “By connecting RPCVs with foreign-language teachers, for example, Peace Match provides a won-

derful opportunity for RPCVs to do presentations in their host-country tongues.”

“Having taught language arts and social studies for many years, I really appreciate the value of Peace Match in enhancing the education of American children, who often don't have the opportunity to travel outside their own communities, let alone to another country,” said Eileen Mattingly, acting director, Peace Corps Domestic Programs.

Here is what several RPCVs have said about the program:

“I found the site easy to use, and I am excited about the greater possibility to speak about my experiences. Thanks a lot.” **Barbara Smith of Pottsville, Pennsylvania, Hungary RPCV**

“I think the speaker and presentation resources are great.” **Erin Polis of Lake in the Hills, Illinois, Zimbabwe RPCV**

“I presented for a friend at school. The students and teachers were very receptive and eager to learn. This is the reason I signed up for Peace Match.” **Laurie Keller of Phoenix, Arizona, Mali RPCV**

“I enjoy talking to students about my Peace Corps experience. It comes alive again each time I do it.” **Karen Blackbird of Tempe, Arizona, Dominican Republic RPCV**

With the 2004/2005 school year upon us, now would be a good time to think about sharing your Peace Corps experiences with students and teachers in your community. To register, visit www.peacematch.org. Teachers will then be able to search the Peace Match database and e-mail you to request a presentation. For more information, contact peacematch@rpcv.org.

PUBLIC SECTOR

DUAL-LANGUAGE TEACHERS • CT
Positions available with Windham Public School. Second- and fourth-grade teachers for the 2004/2005 school year in dual-language (Spanish/English) program in public elementary school (K-4). Duties: deliver instruction in core curriculum subjects in Spanish and English to mixed group of 50 percent native-English speakers and 50 percent native-Spanish speakers. Qualifications: Connecticut or reciprocal state teaching certification preferred; comfort in teaching literacy and numeracy in dual-language atmosphere; fluency in Spanish/English; classroom management skills. Send cover letter and résumé to Principal Jack Giordano, North Windham School, 112 Jordan Lane, North Windham, CT 06256; phone: 860.465.2400; e-mail: JGiordano@windham.k12.ct.us.

Development Jobs via Weekly E-mails

Get on the list!

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

Published by **InterAction**, a U.S.-based international development and humanitarian nongovernmental organization, 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 the e-mail.

Peace Corps HOTLINE

Patricia Licata
Editor
Manager, Returned Volunteer Services

Alix Cotumaccio (Ecuador RPCV)
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

TEACHERS • AK

The Lower Kuskokwim School District is recruiting for elementary ESL/ELD and high school math/science teachers. The positions are located in small Yup'ik Eskimo villages in southwest Alaska. Must be eligible for Alaska teacher certification that requires completion of a teacher education program at an accredited university. Send letter of interest, résumé, and list of references via mail, fax or e-mail to Gary Baldwin, LKSD, Box 305, Bethel, AK 99559; fax: 907.543.4900; e-mail: gary_baldwin@lksd.org.

TEACHERS • Rock Point, AZ

Positions (7-9th reading, 9-12th English) available with Rock Point Secondary School. Qualifications: degreed and certified in reading and or English (out-of-state acceptable); on-campus housing; 401K, dental, vision, and medical insurance provided; beautiful Red Rock Canyon area located on Navajo reservation in northeastern corner; great kids, great staff, great school. To apply, contact Gerry Gearner at phone: 928.659.4237; e-mail: gearner@rpcs.bia.edu.

TEACHERS • United States

Certified teaching positions available with the Bureau of Indian Affairs, Office of Indian Education Programs. Duties: teach grades K-12 in all disciplines. Positions are located on or near 63 Indian reservations in 23 states across the country. To apply, contact Ernest Garcia, recruiter, at e-mail: egarcia@bia.edu; or call 1.877.284.3822.

BUREAU OF LABOR • Washington, DC

Economist, IT specialist, and mathematical statistician entry-level positions available with the Bureau of Labor Statistics. Duties: monitor consumer/producer/international prices, locality pay, salaries/benefits, national employment, industries and occupa-

tions, productivity for the nation and industries, occupational health and safety statistics, and characteristics of the employed/unemployed. Qualifications: **noncompetitive eligibility**; U.S. citizen; B.A./B.S. in related majors, but must meet basic GPA and course requirements. Send cover letter, résumé, transcripts, and DOS to Rhonda Sykes, Bureau of Labor Statistics, 2 Massachusetts Avenue, NE, Room 4230, Washington, DC 20212; phone: 202.691.6606; fax: 202.691.5507.

HORTICULTURE RESOURCE COORD. • WI

Positions available with UW-Cooperative Extension, Kenosha and Racine counties. These 12-month grant-funded positions will provide education for master gardener plant-health advisors, outreach for general public audiences, and detailed evaluation for horticulture diagnostic educational programs in both counties. Qualifications: bachelor's degree with content expertise in horticulture, plant and environmental sciences, or biology; experience with cooperative extension and/or significant experience with community-based organizations preferred. Submit cover letter (include position title and county), résumé, contact information for three professional references, and undergraduate transcripts to Kenosha County UW-Extension, Tedi Winnett, 19600 75th Street, Box 550, Bristol, WI 53104; www.uwex.edu/ces/personnel.

PRIVATE SECTOR

CLINICAL THERAPIST • San Carlos, AZ

Position available with San Carlos Apache Tribe-Wellness Center. Duties: conducts crisis intervention for psychological and emotional problems, such as stress, substance abuse, and family situations; pro-

vides counseling to individuals, children, and families using appropriate modalities; develops and implements therapeutic treatment plan in outpatient mental-health setting. Qualifications: master's or doctoral degree; minimum of one to two years' experience in comparable setting; licensed or certified as an independent practitioner, preferably in A; must pass federal and tribal fingerprinting and background check. For application and complete job description, contact the San Carlos Apache Tribe personnel office at phone: 928.475.2361; fax: 928.475.2567.

*CHEMONICS INTERN'L • Washington, DC

Position available with Chemonics International. Candidates for this entry-level position should be dedicated, detail-oriented, proactive individuals seeking a career in international development. Qualifications: advanced degree in international studies-related field strongly preferred; one to two years' administrative work experience is required; knowledge and/or participation in Peace Corps or USAID activities; foreign language skills preferred; Microsoft computer skills, such as Excel, Word, and PowerPoint, and strong verbal and written communication skills required. Chemonics offers excellent benefits and training with great opportunities for advancement. Apply online at website: www.chemonics.com.

VOL. RECRUITMENT COORD. • Boston, MA

Position available with Community Servings, a non-profit that prepares and delivers hot meals to people who have AIDS and other life-threatening illnesses. Duties: recruits all kitchen and delivery/development volunteers and student interns; networks within the community; oversees volunteer orientation; delegates specific tasks to volunteers. Qualifications: bachelor's degree; minimum of three years' experience in volunteer management, volunteer recruitment, and building relationships with community organizations and businesses; expertise in Windows and database software. Deadline for applications: 9/15/2004. Send résumé and cover letter to Ms. Rosario Dominguez, Director of Programs at Community Servings, Inc., 125 Magazine St, Roxbury, MA 02119; fax: 617.445.2444; e-mail: rdominguez@servings.org.

H.S. WOOD-SHOP TEACHER • Cibecue, AZ

Position available with Cibecue High School. Duties: teach wood shop and crafts to Native American high school students. Qualifications: teaching certification from any state accepted. With B.A./B.S. starting salary is \$30,300. On-campus housing may be available. Deadline for applications: 9/30/2004. To apply, contact Chris Spade, Principal, Cibecue High School, PO Box 80068, Cibecue, AZ 85911; phone: 928.332.2367/2383; fax: 928.332.2368.

ASSOC. PROGRAM MGR. • Washington, DC

Position available with Population Service International. Duties: assists program managers with country/project backstopping, donor relations, contract compliance, research on selected topics, new-business development, proposal and grant writing, development of annual work plans, budget preparation and tracking, and other programmatic and administrative duties, as required. Requires 15-25 percent overseas travel. Qualifications: 2+ years' developing-country experience; fluency in second language (French, Spanish, Russian, Portuguese); master's degree or equivalent experience in relevant subject; private-sector work experience; background in marketing, family planning, or public-health sectors; and

HOT! OPPORTUNITIES

PEACE CORPS WEEK ASS'T • Washington, DC

Full-time position available 10/4/2004 through 4/1/2005 assisting with planning Peace Corps Week. Duties: plans and facilitates overseas telephone calls between Peace Corps Volunteers and U.S. classrooms; responds to e-mail and telephone inquiries about Peace Corps Week; maintains database. Qualifications: excellent written and oral communication skills; careful attention to detail; ability to handle multiple projects simultaneously; Excel experience; experience with the Peace Corps' Paul D. Coverdell World Wise Schools program is a plus. Salary: \$16.55/hour (FP-7/01). Send cover letter and résumé to Peace Corps Week Coordinator, Domestic Programs, 2nd Floor, 1111 20th Street, NW, Washington, DC 20526; fax: 202.692.1421.

INTERNATIONAL TECHNICAL ADVISOR • Washington, DC

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

*TEACHERS • New York, NY

Positions available with NY Urban Teachers, a selective recruitment initiative of the NYC Department of Education. Qualifications: excellent certified teachers needed to teach shortage subjects, such as math, science, bilingual education, Spanish, ESL, physical education, special education, and English. Incentives include guaranteed teaching position in the fall for successful candidates; early opportunities to interview with principals. All certified teachers are encouraged to apply online at website: www.nyUrbanTeachers.org.

experience with international donor community. Apply online at www.psi.org. No calls or e-mails.

ADMISSIONS/VISITOR REPS. • Washington, DC

Positions available with the Corcoran Gallery of Art. Positions are part time. Duties: issue tickets, collect admission payment, make change, and verify credentials of nonpaying patrons; deposit and document all monies; assist with reconciliations and banking, as needed; collaborate with the volunteer information desk officers to welcome patrons, provide general information and directions within the museum and surrounding region. Qualifications: higher education, good communication skills, positive attitude; art history background; retail experience helpful. Special consideration given to applicants willing to work on Thursday evenings and weekends. Salary: \$10/hr. Fax résumé to Rachel Venezian at 202.638.3891.

WILDERNESS FIELD INSTRUCTOR • NJ

Position available with Project USE. Offers year-round, 1- to 21-day adventure/experiential education programs for children and adults from all backgrounds. Duties: teambuilding- and leadership-skills training; high and low ropes courses; backpacking; canoeing; kayaking; environmental ed; and rock climbing. Instructors are responsible for planning and preparation, safety, and group facilitation of all program activities. Qualifications: applicants must be 21+ with some teaching and basic outdoor background, and in good physical health. Contact Evonn Reiersen, Project USE, PO Box 837, Red Bank, NJ 07701; phone: 732.219.7300; fax: 732.219.7305; e-mail: projectuse@monmouth.com. Website: www.projectuse.com (to download application).

PROGRAM DIRECTOR • Boulder, CO

Part-time position available with the International Mountain Explorers Connection (IMEC), a small nonprofit based in Boulder, Colorado. Duties: manages projects in international travel, including the Porter Assistance Project and the Partnership for Responsible Travel. Position is in Boulder, managing offices in Moshi, Tanzania, and Kathmandu, Nepal. Qualifications: travel experience in Africa and/or Nepal; strong written and verbal communication skills; self-motivated; passion for the developing mountain regions of the world. Deadline: 9/15/2004. Submit résumé and cover letter to Scott Dimetrosky at e-mail: scott@hec.org. To learn more about IMEC, visit website: www.mountainexplorers.org.

COMMUNITY CAREGIVERS • Crozet, VA

Positions available with Innisfree Village. Innisfree Village is a life-sharing community of adults with mental disabilities, nestled in the foothills of the beautiful Blue Ridge Mountains. Seeking community caregivers to join the community for a minimum of one year. Live together in family-style homes and work together in weaving, woodshop, kitchen, bakery, and gardens. Great benefits. innisfreevillage.org. Contact Nancy Chappell at 434.823.5400.

REGIONAL FIELD MANAGER • Baltimore, MD

Position available with AFS-USA. Duties: creates a plan and directs its implementation, including managing the volunteer processes, planning pre-recruitment, recruitment, placement, orientation, and training. Qualifications: B.A. required; minimum of five years' experience in service industries or nonprofit; three to five years' experience managing work groups, including volunteer management. Deadline for appli-

cations: 9/15/2004. Send cover letter and résumé to jobs@afs.org. Apply online at website: www.afs.org/usa.

INTERNATIONAL CUSTOMER REP. • MD

Position available with BYK-Gardner USA, a division of Atlana, a leader in the pharmaceutical, chemical, and instrumentation businesses. Duties: provides phone support for customers from North and South America, including quote preparation, order entry, shipping-document preparation, and providing product information. Qualifications: inside sales and international shipping experience required; instrumentation experience preferred; college degree preferred; must be fluent in Spanish and English. Great benefits, including 401K plan with company match, 100 percent company-paid health care, flexible work schedule. Deadline: 10/1/2004. Send résumé to HR Manager, BYK-Gardner USA, 9104 Guilford Road, Columbia, MD 21046; fax: 301.483.0800; e-mail: kabis@bykgardnerusa.com.

EDUCATIONAL AIDE • Washington, DC

Position available with Latin American Youth Center. Duties: Works with six students to improve their academic skills; prepares progress reports; completes homework assistance forms daily for eight children in the after-school program; plans and coordinates eu-chre activities for the in- and after-school programs; coordinates projects, such as family night, field trips, community clean-up/strengthening; conducts workshops on health education for fifth- and sixth-grade students; develops new programs based on needs of the students, their families, and the community; designs and implements summer enrichment programs for under-privileged youth in the community. For more information, contact Mona Khajawi at 202.319.2232.

AGRI. PROGRAM ASSOC. • Washington, DC

Position available with World Wildlife Fund (WWF). Duties: collaborates with WWF programs and network to manage and disseminate information; maintains the WWF sites on various agriculture activities; redirects requests for information; organizes information for network; manages listserv. Qualifications: bachelor's in agriculture or related discipline; at least three years' experience, including HTML programming language, graphics, and database software; familiarity with global conservation issues required. Visit www.worldwildlife.org/about/jobs.cfm or send cover letter and résumé by fax to 202.293.9211 or by mail to World Wildlife Fund, Human Resources Dept. #25039P, 1250 24th Street, NW, Washington, DC 20037. No telephone inquiries.

LEADERSHIP EDUCATION • Washington, DC

Positions available with Congressional Youth Leadership Council, a nonprofit educational organization. Seek instructors to work with middle school student leaders in a campus setting in Washington, D.C. Backgrounds in leadership development, education and/or American history (preferable). Seeking enthusiastic, energetic team players with strong communication skills. Full-time residential positions: must be available days, evenings, and weekends. Dates of employment: 10/2-11/18/2004. Deadline for applications: 9/22/2004. To apply, send résumé with cover letter to CYLC, JrNYLC Jobs, 1110 Vermont Ave., NW, Suite #320, Washington, DC 20005. E-mail: JrNYLCJobs@cylc.org; fax: 202.777.4151; website: www.cylc.org.

FINANCE AND ADMIN. ASS'T • Baltimore, MD

Position available with Lutheran World Relief. The full position announcement may be found at: www.lwr.org/jobs/finadmin.asp.

FELLOWSHIP ASSISTANT • Washington, DC

Position available with Woodrow Wilson International Center for Scholars. Duties: serves as principal's administrative assistant to the director of scholar selection and service; maintains database of annual fellowship competitions; produces statistical reports on applicants, scholars, and alumni; assists with peer-review panels; makes travel arrangements; and assists scholars-in-residence. Deadline for applications: 9/8/2004. To apply and for list of required qualifications, contact at website: www.wilsoncenter.org.

TRAVEL/LOGISTICS COORD. • Bethesda, MD

Position (possible employment or consulting opportunity) available with Betah Associates, Inc. for individual with experience in any or all of the following: arranging hotel or other lodging accommodations in the United States and in foreign countries for conference participants; reporting per diem payments to the IRS in compliance with IRS code and international treaties and agreements; providing guidance and assistance to U.S. and foreign travelers in obtaining passports and/or visas; making complex domestic and international travel arrangements for travelers; conducting orientation sessions for foreign visitors on American culture. To apply, submit résumé to Lea Munley at lmunley@betah.com or via fax: 301.657.4258.

REGIONAL ANALYST • Annapolis, MD

Position available with iJET Travel Risk Management. Duties: ensures that iJET Travel intelligence for Asia and the Far East is valid and reliable; maintains oversight responsibility for travelers on itineraries throughout the region; produces and disseminates appropriate travel alerts, situation reports, and monthly intelligence review articles. Qualifications: bachelor's degree in related field or equivalent combination of education and relevant geopolitical analysis or travel agent experience; excellent oral and written communication skills; foreign language and/or overseas experience. Southeast Asian language and experience preferred. Contacts in the region also a plus. Deadline: 9/30/2004. Submit cover letter and résumé to resumes@ijet.com.

***COMMUNITY ORGANIZERS • Nationwide**

Positions available with PICO, a national network of congregation/community-based organizations. Duties: train people to become leaders in democratic tradition; help organizations develop power to forge policy and develop resources to help their communities; tap values and strengths of faith-driven people. Issues include housing, health-care access, education, and safety. Qualifications: desire to make a difference; organizing experience; bachelor's degree; Spanish desirable. Send résumés to Jim Keddy, PICO California Project, 930 Alhambra Boulevard, Suite 200, Sacramento, CA 95816; phone: 916.447.7959; fax: 916.447.7955; e-mail: info@picocalifornia.org.

***TEACHERS • DC area**

Part-time positions available with the Princeton Review. Duties: teach the following test types: SAT, LSAT, GMAT, GRE, and MCAT. Starting salary is \$15-\$20/hr. All positions have flexible hours, and

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.

University of Arizona

Tucson, AZ
Criminal justice, community development, environment, health, nonprofit finance, public policy, and more. Georgia Ehlers, phone: 520.621.9103; e-mail: gehlers@u.arizona.edu.

University of Cincinnati

Cincinnati, OH
Economic development planning, environmental planning, international development planning, physical planning, urban design. Dr. Johanna Looye, phone: 513.556.4943; e-mail: looyejw@email.uc.edu.

University of Denver

Denver, CO
International administration; international business transactions; international development; international human rights; international studies; international security; global finance, trade, and economic integration. Andrew Burns, phone: 303.871.2544; e-mail: anburns@du.edu.

University of Maryland-Baltimore

Baltimore, MD
Social work with dual-degree options in Jewish studies, law, business administration, and public health. Dick Cook, phone: 410.706.1882; e-mail: dcook@ssw.umaryland.edu.

University of Maryland-Baltimore County Shriver Peaceworker Program

Baltimore, MD
All programs of University of Maryland at Baltimore County: education, policy, applied sociology, intercultural communications, etc. Select consortium programs: social work (MSW), urban studies, nonprofit management, etc. Joby Taylor, phone: 410.455.6398; e-mail: joby.taylor@umbc.edu.

University of New Orleans

New Orleans, LA
Public administration, urban planning and urban studies with concentrations in housing/community devel-

opment, land use/environment, historic preservation, urban anthropology, and nonprofit management. Dr. Marla Nelson, phone: 504.280.3110; e-mail: mnelson@uno.edu.

University of North Texas

Denton, TX
Anthropology, applied economics, applied gerontology, environmental science, public administration, social work, sociology, urban geography, volunteer management. Dr. Martin Jaeckel, phone: 940.565.4630; e-mail: mjaeck@scs.unt.edu.

University of Oregon

Eugene, OR
Community and regional planning. Megan Smith, phone: 541.346.3881; e-mail: smith@darkwing.uoregon.edu.

University of South Carolina

Columbia, SC
Multidisciplinary program (written/oral proficiency in Spanish required). Wendy Sellers Campbell, phone: 803.777.8879; e-mail: wendy.campbell@sc.edu.

International business administration. Reena Lichtenfeld, phone: 803.777.6749; e-mail: rlichten@moore.sc.edu. (program in development)

University of Wisconsin-Milwaukee

Milwaukee, WI
Business administration, economics, geography, history, sociology, urban studies. Lisa Williams, phone: 414.229.6155; e-mail: heuler@uwm.edu.

University of Wisconsin-Stevens Point

Stevens Point, WI
Fields relating to the environment, including natural resources, forestry, environmental education, youth programming, land-use planning, soil and water science. Dr. Michael Dombek, phone: 715.346.3946; e-mail: mike.dombek@uwsp.edu or Dr. Tim Ginnett, phone: 715.346.4191; e-mail: tim.ginnett@uwsp.edu.

University of Wyoming

Laramie, WY
American studies with concentrations in education, geography, history, or literature. Dr. Eric Sandeen, phone: 307.766.3898; e-mail: esandeen@uwyo.edu.

Western Illinois University

Macomb, IL
Business administration; community health; economics; geography; health services management; political science; recreation, park, and tourism administration. Thom Anderson, e-mail: tk-anderson@wiu.edu; Carolyn Lawrence, e-mail: ca-lawrence@wiu.edu; phone (for both): 309.298.2268.

Western New Mexico University

Gallup, NM
Elementary, secondary, or special education, counseling, educational leadership. Dr. Patricia Maguire, phone: 505.722.3389; e-mail: maguirep@cia-g.com.

Wichita State University

Wichita, KS
Teacher education: middle and secondary grades, art, music, English, French, Spanish, biology, chemistry, physics, math, TESOL (if already teacher certified), comprehensive social studies, special education (if already teacher certified). Judith Hayes, phone: 316.978.6580; e-mail: judith.hayes@wichita.edu.

Xavier University of Louisiana

New Orleans, LA
Fast Track to Teaching Program for those interested in teaching math, science, or special education. Dr. Rosalind Pijoux Hale, phone: 504.520.7498; e-mail: rhale@xula.edu.

classes typically meet evenings and weekends. For complete job details, contact at phone: 866.877.7737; website: www.princetonreview.com. (Click the employment link.)

INTERNATIONAL RECRUITER • Arlington, VA

Position available with Nathan Associates, an international economic consulting firm. Duties: recruits overseas staff and consultants on proposals and ongoing projects; provides candidate identification and follow-up; maintains consultant database and writing-proposal staffing sections. Qualifications: degree in business, economics, international development, or related field; demonstrated interest in international development; at least two years' work experience; strong written and verbal communication skills; no phone calls. Deadline for applications: 9/15/2004. To apply, submit résumé and cover letter to mpaul@nathaninc.com. Reference "International Recruiter" in subject line. Only finalists will be contacted.

HUMAN RESOURCES MGR. • Washington, DC

Position available with International Foundation of Election Systems (IFES). Duties: provides leadership in the design and development of human resource programs to impact performance management, compensation/benefits, employee relations, and overall organizational effectiveness both internationally and domestically. Qualifications: five to seven years' well-rounded HR experience demonstrating progressive career growth, one to two years' management experience, proven track record of designing and implementing successful HR programs, experience working within an international environment and managing international HR programs preferred. Basic financial management skills required. B.A./B.S. PHR or SPHR helpful. Send résumé and cover letter to e-mail: jobs@ifes.org. Include "Job #05, HR/Mgr" in the subject line.

INTERN/ANALYST • Ann Arbor, MI

Position available with Resource Recycling Systems Inc. (RRSI), a national resource management consulting firm. Duties: performs research; develops education programs, field work, and task management of consulting projects for public and private sector. Qualifications: technical or liberal arts bachelor's degree with environmental experience and interest; excellent writing and communication skills. Salary: \$25-35K. E-mail résumé to JD.Lindeberg@recycle.com or mail to 416 Longshore Drive, Ann Arbor, MI 48105; website: www.recycle.com.

COMMUNITY ORGANIZER • San Diego, CA

Position available with the Institute for Public Strategies. Duties: combines community organizing and youth advocacy to further ATOD (alcohol, tobacco, and other drugs) public-health policy goals and initiatives. Qualifications: bilingual (English/Spanish); ability to network with Latino community groups; committed to and enjoys working with youth; knows how to bring about systems and policy change; proac-

tive in building and maintaining youth/adult partnerships. For more information, visit website: publicstrategies.org. E-mail cover letter, résumé, and salary history to Rita Casey at rcasey@publicstrategies.org. Deadline for applications: 9/15/2004.

FAMILY-TEACH. COUPLE • FL, NV, TX, NE, LA
Positions available with Girls and Boys Town. Duties: implement treatment program that involves teaching appropriate behaviors, such as social and independent living skills; live and work with youth in a family setting; couples of man and woman legally bound. Qualifications: experience in youth-care field preferred; valid driver's licenses with good driving records; GEDs or high school diplomas and 21+ years of age. Benefits: private apartment in residential group home; business vehicle and food; training and support. Salary: \$48,000+ per year per couple. Contact at address: Girls and Boys Town, 378 Bucher Drive, Boys Town, NE 68010 or at phone: 1.800.321.4171 or 402.964.7103 (TDD/TTY); website: www.girlsandboystown.org. Deadline: 12/2004.

MANAGER • Boston, MA
Position available with Grand Circle Foundation, the international charitable foundation of Grand Circle Corporation, the nation's largest direct marketer of international travel trips for Americans over 50. Duties: leads corporate social responsibility and community relations outreach efforts in Boston and manages grantee relationships. Qualifications: B.A./B.S.; seven+ years' leadership experience in corporate community relations, foundation and/or nonprofit sectors, international experience preferred; strong organizational and project management skills and experience managing budgets. Salary range: \$54K-75K. Send cover letter and résumé to staffing@gct.com or to Grand Circle Corporation Staffing, 347 Congress Street, Boston, MA 02210; websites: gct.com and oattravel.com. Deadline for application: 9/30/2004.

V.P. FOR AFRICA, ASIA, MIDDLE EAST • AR
Position available in Arkansas with Heifer International, a nonprofit organization whose mission is to alleviate world hunger and poverty. Duties: provides overall direction and leadership to Heifer's activities in Africa, Asia, and the Middle East; directs a pilot regionalization initiative. Qualifications: M.S. degree required, Ph.D. preferred; seven to 10 years' experience, which must include five years at senior management level; proven management and leadership skills. Deadline for applications: 9/8/2004. Detailed job description for this and other positions, and downloadable application online at website: www.heifer.org. Send résumé, cover letter, and application to HR at fax: 501.907.2820.

NEARING STEWARDSHIPS • ME
Positions available with the Good Life Center for the residential stewardship at Scott and Helen Nearing's homestead on the coast of Maine. This is a one-year renewable appointment for two people, beginning March 2005. Qualifications: knowledgeable about sustainable living, organic gardening, and the Nearings. Contact at phone: 207.326.8211; e-mail: information@goodlife.org; website: goodlife.org; address: The Good Life Center, 372 Harborside Road, Harborside, ME 04642. Deadline: 10/31/2004.

TURF GRASS/LAND MGT. SPEC. • NY
Position available with Cornell Cooperative Extension Suffolk County. Duties: plans, implements, and evaluates the pest management program on Suffolk County properties, such as golf courses, athletic fields, and parklands. Qualifications: Master's degree required in horticulture or related sciences with an emphasis on turf grass preferred; willingness to meet the travel demands of the position and flexibility to work other than normal work hours (early morning or evening) as required. Website: www.cce.cornell.edu/careerops/pa348.htm. Deadline for applications: 9/13/2004. Send letter of intent, résumé, and transcripts to PA#348, Box 26, Kennedy Hall, Cornell U, Ithaca, NY 14853.

INTERNATIONAL

SOUTH AFRICA AGRIBUS. • South Africa
The Florida A&M University (FAMU) is seeking volunteers for the South Africa Agribusiness Development Program. Qualifications: U.S. citizen; experience working with farmers, especially women; experience working with focus groups, women, and young people; experience as a conflict resolution practitioner; experience in sociology, social welfare, social work, or related field; experience with community-based programs; experience in "soft skills," such as mentoring, group animation, facilitating learning, and running meetings and discussions; experience managing projects; writing experience. FAMU covers assignment-related expenses (including airline tickets, lodging, meals, and transportation) and translator. Logistical arrangements made. For information, call Lance Jepson at phone: 850.599.8867; e-mail: tljepson@aol.com or contact Patricia Golay at phone: 850.412.7227; e-mail: patricia.golay@famuedu.

STRATEGIC/PROJ. DEV. • Nong Khai, Thailand
Position available in education project to assist with the development of long-term strategic plan. Duties: serves as key member of project development team for educational activities in Thailand, Laos, and Vietnam; engages in multifocused, creative grant writing; participates in the design and implementation of communications/media program. Qualifications: creative mind, partnered with strong analytical skills; experience working with NGOs; degree or experience preferred in related field. Minimum commitment is six months. Benefits: free accommodations; stipend of \$95.97 a month. Application deadline: 9/30/2004. Send CV or résumé to e-mail: fgchr@yahoo.com. Include short cover letter detailing any particular motivations and/or achievements that may further qualify you for the position.

DIR. COMMUNITY ED. • Nong Khai, Thailand
Position available with First Global Community College. Duties: manages all community education programs; networks with Thai organizations; increases the frequency of programs offered; ensures that all course materials are prepared; manages the community education team. Qualifications: knowledge of teaching techniques; excellent communication and networking skills; strong presentation skills and writing ability (English); cultural understanding and patience essential; Thai language preferred; degree and experience preferred in related field.

Minimum commitment one year. Benefits: free accommodations/stipend of \$95.97 a month. Deadline: 9/30/2004. Send CV or résumé to fgchr@yahoo.com. Include short cover letter detailing any particular motivations and/or achievements that may further qualify you for the position.

FIELD OFFICE DIRECTOR • Bamako, Mali
Position available with Save The Children, an international relief and development agency. Duties: oversees financial and administrative management of programs in Mali, Burkina Faso, and Guinea; reports to area director; liaises with home office to ensure field programs and activities are in compliance; ensures requirements are met and funds disbursed; oversees staff hiring and training. Qualifications: bachelor's degree in accounting and five years' experience in an administrative/financial review position; experience with automated accounting systems and financial PC software; fluency in English and French. Must be able to travel overnight. Send résumé with salary to jcarrol@savethechildren.org.

SENIOR SME EXPERTS • BRAZIL
Positions available with Management Systems International. Duties: serve as long-term senior expert in SME (small and medium enterprise) development to initiate and implement a series of priority activities to increase economic opportunities for SME growth, trade, and poverty reduction in Brazil. Help identify influential Brazilian organizations that are involved with SMEs. Qualifications: fluent in Portuguese and English; knowledge of policy obstacles and operational problems faced by Brazilian SMEs, especially those located in the Northeast; available for a two-year project; capacity to interface effectively with local think tanks, private organizations, and public agencies; experience with USAID-funded projects preferred. E-mail cover letter and résumé to: gcritchley@msi-inc.com.

EDUCATION

TULANE U./PUB. HEALTH/TROPICAL MED. • LA
Tulane University School of Public Health and Tropical Medicine has rolling admissions and is accepting applications for the Spring 2005 and Summer 2005 semesters. RPCVs interested in pursuing master's or doctoral degrees in public health may specialize in biostatistics, epidemiology, tropical medicine and parasitology, community health, health systems management, environmental health, or international health and development. To apply, contact Amanda Morrison or Adam Palmer, Tulane Peace Corps Coordinators at phone: 800.676.5389; website: sph.tulane.edu.

***BARD CENTER FOR ENVIRO. POLICY • NY**
Bard College offers an innovative graduate program, leading to a master of science in environmental policy, which prepares students for environmental careers in nonprofit organizations, government, and the private sector. Unique modular curriculum features integrated application of natural and social sciences to environmental problems and responses, and provides the practical knowledge to understand legal, political, socio-economic, cultural, and ethical forces influencing policy making. Small classes taught by distinguished faculty ensure close mentoring of students in career preparation. Peace Corps experience qualifies for internship and initial work on master's project in the field. Dual M.S./J.D. degree with Pace Law School. Contact at phone: 845.758.7073; website: www.bard.edu/cep.

***BOSTON UNIVERSITY SCHOLARSHIPS • MA**
Boston University School of Public Health's Department of International Health has 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: 9/3/2004. Submit verification of service 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/cp.

***SUNBRIDGE COLLEGE • Spring Valley, NY**
Sunbridge College is a registered and accredited college offering master's and certificate programs in Waldorf education and related fields inspired by the work of Rudolf Steiner (1861–1925). Full-time programs include foundation studies, Waldorf teacher education and early childhood education (M.S. options). Part-time certificate programs with M.S. options include teacher education (elementary, music, and gardening teachers), early childhood education, remedial education, and Waldorf school administration and community development. Other part-time certificate programs include biodynamic gardening and agriculture, biography/social art, and applied arts. RPCVs receive special consideration for tuition assistance. Contact at phone: 845.425.0055; e-mail: info@sunbridge.edu; website: www.sunbridge.edu.

***UNIVERSITY OF THE PACIFIC • Stockton, CA**
The School of International Studies, in conjunction with the Intercultural Communication Institute of Portland, Oregon, offers a master of arts in intercultural relations (MAIR). This limited-residency program is for working professionals who wish to obtain an advanced degree while maintaining employment or other commitments. The program takes two-and-one-half to three years to complete. Students complete core courses in 18 months through attendance at three two-week residencies held in the Portland area. Assignments for core courses are completed at home. RPCVs receive special consideration for admission. Phone: 209.946.2836; e-mail: kjaggears@uop.edu; website: www3.uop.edu/sis/mair/ma.htm.

***UNIVERSITY OF PENNSYLVANIA • PA**
The University of Pennsylvania's 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.

AMERICORPS/VISTA

ASIAN COMM. OUTREACH COORD. INTERN • IA
Part-time position available with Iowa Coalition Against Sexual Assault. Duties: coordinates sexual assault and domestic violence outreach in Asian com-

munities for the statewide office; develops responses to survivors; provides assistance about service in Asian communities. Qualifications: knowledge of Asian communities/cultures and issues of sexual assault and domestic violence survivors in Asian communities; willingness to work with community-based organizations; self-motivated/ability to work independently; excellent written/oral communication and networking skills; second language (Asian) preferred. Deadline: 9/15/2004. Start date: 10/6/2004. Send résumé and cover letter to finance@iowacasa.org or mail to Iowa CASA, 515 28th Street, Suite 107, Attn: Asian Outreach Position, Des Moines, IA 50312.

AMERICORPS VISTA MEMBER • Fairbanks, AK
Position available with Fairbanks North Star Borough. Duties: dialogues with community about economic development vision and strategies; incorporates input into economic development strategy that is relevant to community; coordinates strategy endorsement by local governments; develops a community implementation plan. Qualifications: business or finance experience; excellent communication skills; highly organized and able to work independently; demonstrated leadership and project management experience; commitment of one year. Benefits: living and relocation allowance, health insurance, choice of education award or stipend at completion of term, and child-care assistance, if eligible. Deadline: 10/1/2004. Contact project supervisor Kathryn Dodge via e-mail: kdodge@co.fairbanks.ak.us; phone: 907.459.1309.

AMERICORPS VISTA MEMBER • Fairbanks, AK
Position available with Fairbanks North Star Borough (FNSB). Duties: Determines need for, and possible activities of, an FNSB regional economic development program; pilots regional economic development coordination plan; develops final product; identifies funding and proposes to FNSB mayor for funding. Qualifications: B.S. or B.A. in economic development, economics, public administration, business, or marketing; excellent communication skills; highly organized and able to work independently; demonstrated leadership and project management experience; commitment of one year. Benefits: living and relocation allowance, health insurance, choice of education award or stipend at completion of term; priority on federal registry; and child-care assistance, if eligible. Deadline: 10/1/2004. Contact Kathryn Dodge via e-mail: kdodge@co.fairbanks.ak.us; phone 907.459.1309.

VISTA LEADER/MENTOR COORD. • Juneau, AK
Leader for all of southeast Alaska. Duties: helps develop mentoring program for children of prisoners; designs and coordinates trainings for VISTA members; performs outreach to VISTA sites throughout southeast Alaska. Qualifications: bachelor's degree; former VISTA member or RPCV. VISTA living allowance plus \$200/month; relocation allowance; educational award or end-of-service cash award. Deadline for applications: 10/1/2004. To apply, send cover letter and résumé to Marc Wheeler, 110 Seward Street, #2, Juneau, AK 99801; phone: 907.586.3350; fax: 907.586.1886; e-mail: marc@southeastbigs.org.

VISTA LEADER • Fairbanks, AK
One year, full-time AmeriCorps/VISTA leader position available to help develop ALPA's VISTA program for interior Alaska. Duties: helps recruit, train, and support 12 VISTA members; develops new sub-

sponsors; provides logistical and technical support; coordinates public relations; generates reports; assists with personnel and program evaluations; coordinates VISTA group activities; and coordinates with other ALPA programs. Qualifications: organizational, interpersonal, writing, program administration, evaluation, multitasking, and MS computer applications. Vehicle encouraged. Benefits: \$1,225/month, health insurance, leave, \$1,200 cash stipend or \$4,725 education award upon completion. Submit AmeriCorps application online at website: www.americorps.org/vista/memberinfo.html. Contact Chantelle Schofield at 800.478.6822. Submit résumé and cover letter to: ALPA HR Dept., 122 1st Avenue, Suite 201, Fairbanks, AK 99701. For more information, visit: www.adultlearning.org.

INTERN/VOLUNTEER

***ORGANIC FARM INTERNS • Mendocino, CA**
Positions available immediately to 11/2004 with Old Mill Farm. Duties: work on all aspects of gardening and farming, including soil prep, harvesting, marketing, canning, and animal husbandry; participate in workshops. Farm grows a variety of vegetables and fruits, raises production hogs and sheep, and sponsors a variety of workshops in sustainable living. Qualifications: comfortable working outdoors; interest in sustainability and ability to work with a congenial staff ages 25 to 31. Housing, some food, and a \$250 monthly stipend are provided. Share in chores and cooking duties. Contact Barbara Sochacki, PO Box 553, Mendocino, CA 95460; phone: 707.937.0244; website: www.oldmillfarm.org.

VOLUNTEER MENTOR • Portland, OR
Position available with Portland Impact's Youth MAP Program. Portland Impact matches volunteer mentors with elementary-aged youth in communities in northeast and southeast Portland that are challenged by poverty. Mentors meet with the youth one hour per week in the school setting, either during lunch or between 3 and 5 p.m. After six months, mentors have the opportunity to share experiences with their mentee in the community. Volunteers are asked for a minimum 12-month commitment. For more information, contact Julie Larson, program coordinator, at phone: 503.988.6000, ext. 263; e-mail: jl Larson@portlandimpact.org. Applications are available at <http://www.portlandimpact.org/volunteer.htm>. Paid job postings are available at <http://www.portlandimpact.org/working.htm>.

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 (RVS) at rvs@peacecorps.gov with mailing address and indicate whether you would like a hard copy or CD-ROM.

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.

Discover Career Assessment Software

Returned Volunteer Services (RVS) offers *Discover*, a career assessment software program administered through ACT, Inc. Free to all RPCVs, the program assesses career-related interests, abilities, and job values to help you consider career options that are a good match for you. In addition, 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 to rvs@peacecorps.gov.

Crisis Corps Recruiting Short-Term Volunteers

Dominican Republic

World Vision requests three Volunteers for six-month assignments in three areas of reconstruction: **Agriculture Assessment:** conducts an assessment of damage to agriculture infrastructure. **Health Promotion Training:** assists in the selection and training of 20 to 30 health promoters. **Construction Engineering:** assists in the supervision, mobilization, and training of community members in the construction of more than 100 houses. **Pan-American Development Foundation** requests one Volunteer for a six-month assignment to serve as a **Mitigation Coordinator:** reviews funding proposals; organizes, develops, and facilitates training on proposal development. **Catholic Relief Services** requests one Volunteer for a six-month assignment to serve as a **Logistics/IT Consultant:** develops a logistics system that ensures efficiency of operations in response to emergencies in the areas of warehousing, security, organization, and distribution of donations; monitors and evaluates. All positions require written and spoken fluency in Spanish as well as regional experience.

Jamaica

Habitat for Humanity requests a Volunteer for a six-month assignment to serve as a **Construction Engineer/Technician:** trains site managers on construction techniques; trains apprentices to become site managers; serves on the house-construction technical committee. **Jamaica Association for Mental Retardation** requests a Volunteer for a six-month assignment to serve as an **Institutional Strengthening Volunteer:** develops operational manuals; develops monitoring and evaluation framework; designs a system for staff performance appraisals; develops a data collection system to measure program impact. **The Jamaican Association for the Deaf** requests three Volunteers to work at its headquarters in Kingston for six months. Positions include **Strategic Planner, Interpreter, and Program Coordinator.** **Jamaica AIDS Support** requests a **Human Resources Volunteer** with a degree and extensive experience in human resources management. The incumbent will spend six months interviewing staff and researching laws and policies at similar agencies, culminating in the proposal and creation of a policies and procedures manual. The **Jamaican Ministry of Water and Housing** is looking for two **Sanitation Engineer Volunteers** to help create community sanitation plans for two rural communities. The six-month assignments will require the incumbents to perform a house-to-house survey, evaluate current and possible future systems, create a sanitation map, and generate a report providing recommendations. The **Jamaican Association for the Deaf** is looking for a deaf or hearing-impaired Volunteer with excellent ASL and written English skills to serve as the **Fast Track Program Coordinator Volunteer.** CCV will conduct a diagnostics program to assess reading and writing of English and technical level of ASL for participants.

Zambia

Panuka, a Zambian community-based organization, is requesting two CCVs for six-month assignments in Nkandela Village, Monze District. One CCV will work as an **HIV/AIDS Trainer.** The other will work as an **Education Trainer** to produce a women's functional literacy program. **Mtengo Family and Child Project** requests an **HIV/AIDS Specialist Volunteer** for a six-month assignment to develop an HIV/AIDS Voluntary Testing and Counseling facility and resource center in Kalundu. The **Teachers Against HIV/AIDS Network (TAHAN)** requests an **Organizational Development Volunteer** to work on a six-month HIV/AIDS assignment in Luanshya.

For additional assignments and more detailed descriptions of these assignments, including the required qualifications, visit www.peacecorps.gov/rpcv/crisiscorps or call 202.692.2250.

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 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

OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE \$300

Return Service Requested

Presorted
First Class Mail
Postage & Fees paid
Peace Corps
Permit No. G 264

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.

PLEASE CHECK APPROPRIATE BOX AND ENCLOSE IN SEPARATE ENVELOPE:

DISCONTINUE SEND *HOTLINE* TO NEW ADDRESS (Sorry, *HOTLINE* cannot be sent overseas.)

Name

Address

City

State

Zip Code

Country/Dates of Service

E-mail Address

To change address or discontinue subscription, fill out the information above, cut out the box, and mail it in an envelope to Database Mgr., 2nd Floor, Paul D. Coverdell Peace Corps Headquarters, 1111 20th Street, NW, Washington, DC 20526. Changes must be made with this form and not over the phone. Please allow four to six weeks for any changes to take effect.

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 available in our other regional recruitment offices.

Contact them for more information.

Peace Corps Medical Officers Needed

For more information, visit the Peace Corps website: www.peacecorps.gov, click on "Professional Medical Opportunities"; call 202.692.1535; or send an e-mail to pcmorcruitment@peacecorps.gov.

Join an RPCV Listserv

To receive additional job listings, 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.

OCTOBER CAREER FAIR

Sponsored by
Returned Volunteer Services



Meet and talk one-on-one with representatives from more than 20 organizations that are interested in hiring returned Peace Corps Volunteers.

Wednesday, October 13, 2004
5 to 8 p.m.

Paul D. Coverdell
Peace Corps Headquarters
1111 20th Street, NW
Washington, DC 20526
Shriver Conference Rooms
A, B, C

For more information, contact
Patricia Licata at 202.692.1443.