

H TLINE

A Bulletin of Career, Educational, & Re-entry Information & Opportunities for RPCVs

HOT Resources

Check out these resources to help you with your graduate school research.

Graduate School Guide

Peace Corps
Returned Volunteer Services, 2000

This guide provides RPCV-specific advice and programs of interest, including general application information, details on the Peace Corps Fellows/USA Program, financial advice, and information on specific graduate programs around the country.

Peterson's Graduate and Professional Programs

Peterson's, 2000

This six-volume set provides a comprehensive directory of graduate programs in specific fields as well as general information on graduate and professional programs. Web site: <www.petersons.com>.

GRE Web Site Information

This site contains all the forms and information necessary to register for the GRE. Includes sample tests in electronic format on the Web site: <www.gre.org>.

Shanta Swezy
RPCV Kazakhstan
Hotline Editor

Sam Axelrod
RPCV Ukraine
Hotline Assistant

For information on how to place job announcements, contact:

Peace Corps
Returned Volunteer Services
Phone: (202) 692-1430 or
(800) 424-8580, ext. 1430
E-mail: <hotline@peacecorps.gov>
Fax: (202) 692-1431 or 1421

Back to School . . . Again

by Robin Solomon

Program Assistant, Peace Corps Day

Every year, many current and returned Peace Corps Volunteers think seriously about going back to school to obtain a professional degree or certificate. And why not?

Graduate school is an ideal way to link your Peace Corps experience to continued education and enrichment. "My professors and fellow students appreciated the understanding and perspectives my Peace Corps experience brings to the classroom," says RPCV Stefan Cherry (Cameroon, 1991-95), a former graduate student of International Agriculture and Rural Development at Cornell University in Ithaca, N.Y. "What I drew from the real and practical experience contributed immensely to my course work and graduate study."

Step 1: Research

If you plan to enter graduate school in the spring or fall of 2002, spend this summer researching programs and schools so that you're prepared to make the best choice possible. Graduate study is more concentrated and specialized than undergraduate, so you want to choose carefully and wisely.

Begin with a clear idea of what you want to do. RPCV Kevin Webb (Panama, 1993-95), a former graduate student of Latin American Studies at The George Washington University in Washington, D.C., points out the huge investment of time, money, and effort that goes into applying and attending graduate school. Researching your specific interests will make your graduate school experience more rewarding.

A good way to begin this research is by contacting professionals in your field of interest. Their advice could help guide you to appropriate graduate programs. Returned Volunteer Services publishes the *Career Information Consultants Manual* to offer RPCVs such opportunities for contacts in the professional world, and their experiences in graduate school may prove to be useful advice. Once you have narrowed your graduate school choices, based on outside research, it is time to focus on the school.

Make out a list of questions concerning location, community, academic program, costs, and other aspects you wish to find at your ideal institution. Take time to call admissions offices to gather information. Additionally, the Internet now offers a wide array of means to exploring graduate programs from the comfort of your own home. If possible, visit the schools to question students, sample classes, and talk to faculty.

Cherry advises prospective students to meet with faculty and department heads. "A concerted effort to get to know the people on the admissions committee provides you with contacts who will rally behind your application," he says. "They can match a face and an individual with what you put down on paper."

Choose two or three schools that present a challenge for admissions. With enough time and effort put into the application, your chances for admission are good. The graduate school guide, *How to Choose a Career and*



Graduate School published by the Kaplan Educational Center and *Newsweek*, advises you to add one long-shot school and one safety school to your list just for good measure.

Step 2: Assemble Application

Now that you have your schools of choice, contact them to receive an application. Generally, materials are available after Labor Day. Make sure you meet all requirements before beginning the application. Schools often ask for interviews, portfolios, or auditions which require advanced planning.

Prepare yourself for the graduate admissions test. Most schools require at least one test, whether it be the GRE, LSAT, MCAT, or GMAT, which all test specific skills. The general GRE concentrates on verbal skills, math and problem solving, and analytical skills; it costs \$99, and additional subject tests or writing assessment tests range from \$50 to \$150. Give yourself time to prepare well for these tests, using books or study courses. Study the exam structure to reduce worries and familiar-

Continued on Page 5

PUBLIC SECTOR

CAMPUS REPRESENTATIVE • Tucson, AZ

Position available at the U. of Arizona starting 7/1/01. Duties: designs and implements recruitment activities to increase awareness about Peace Corps programs; evaluates applications and conducts personal interviews; maintains effective working relationships with the Los Angeles Regional Office and RPCVs of S. Arizona. Qualifications: RPCV registered in a graduate program at the university; spoken and written communication skills; ability to organize tasks; ability to relate well to persons of diverse backgrounds. Send letter of application and résumé by 6/1/01 to: International Agriculture Programs, University of Arizona, 416 N. Warren Ave., Tucson, AZ 85721.

ADJUDICATIONS OFFICERS • California

Positions available with the Immigration and Naturalization Service. These are term positions (initial appointment not to exceed 13 months with possible extensions up to 4 years). Duties: review applications and conduct interviews to determine eligibility for naturalization and citizenship. We are hiring at the GS-7 and 9/11 levels (salary range \$29,200-\$43,300, depending on location and grade) with promotion potential to GS-12. Closing date: open continuous. For more information, visit: <www.usajobs.opm.gov>; phone: (478) 757-3000 or (415) 844-5110; e-mail: <SFR.Personnel@usdoj.gov>.

SOIL SCIENTIST • Minnesota

Position available with the USDA Natural Resources Conservation Service. Works at the Fond du Lac Tribal and Community College Center of Excellence for map compilation. This position is a GS 470-11 and is open to status and non-status applicants (closing 4/13/01). For additional information, this announcement (MN-01-23) can be viewed at <www.usajobs.opm.gov> and on NRCS Minnesota's Web site at <www.mn.nrcs.usda.gov>.

PRIVATE SECTOR

BUSINESS ADVISOR • Arlington, VA

Position available with ECDC Enterprise Development Group, an organization that grants business loans to low- and moderate-income entrepreneurs. Duties: provides consulting relevant to borrowers' needs; develops training plans; coordinates training; recruits volunteers; gathers client statistics. Qualifications: ability in financial, business, and market analysis; two years' experience working with small business; multi-lingual ability and community dev. experience a plus; proficiency in word processing and spreadsheet programs; BA in business admin., finance or related field. Salary DOE. Send résumé to Mr. Belay Embaye at <microatecdc@hotmail.com>.

LOGISTICS COORDINATOR • Connecticut

Positions available with Great Hollow Wilderness School, an outdoor leadership program that facilitates change through experiential learning. Duties: assists program director and assistant director in day-to-day operations of outdoor program; oversees logistics (van transports, gear issue, food purchase/menu planning, course schedules) for courses one to fourteen days in length; coordinates per-diem contract staff schedules, ropes course, rock climbing staff, and site usage with area programs; some course instructing. Qualifications: flexible, mature, responsible, highly organized individual; excellent driving record; WFA/CPR; strong technical and group facilitation skills; experience with diverse groups in a supervisory capacity; two or more years of teaching/leadership experience. Salary: \$300-350/wk. Contact: Ali Sadiq, GHWS, 225 Route 37 New Fairfield, CT 06812; phone: (203) 746-5852; e-mail: <awright@mail.wesleyan.edu>.

DIRECTOR • Washington, DC

Position available with Grameen Foundation USA, an international nonprofit organization created to promote micro-credit programs for poverty reduction. Duties: coordinates the delivery of technical assistance to partner organizations in the U.S. that are providing micro-credit and other services to low-income people; maintains program budget; manages staff. Qualifications: extensive experience in managing successful domestic poverty programs, including peer-lending micro-credit programs; relevant experience overseas is a plus; advanced degree in social sciences or related field preferred. Salary DOE. Fax résumé to S. Foote at (202) 628-3880; or e-mail: <sfoote@grameenfoundation.org>.

*BILINGUAL CASE MGR ASSISTANT • Dover, DE

Temporary full-time positions (four months) available with Delmarva Rural Ministries, a nonprofit agency dedicated to providing health care and community services to seasonal migrant farm workers. Duties: assess client needs for assistance programs; helps with distribution of food/clothing. Qualifications: HS diploma/GED; one year of social work, case management, or human services experience; valid driver's license/dependable transportation. Submit résumé to: Norma Hunter, Delmarva Rural Ministries, 26 Wyoming Ave., Dover, DE 19904; fax: (302) 678-0545; e-mail: <employment@1drm.com>.

*RN • San Bernardino National Forest, CA

Position available at residential summer camp for children and adults with physical and/or developmental disabilities. Duties: medically supervises 25 campers; distributes medication; keeps records; performs basic medical procedures; assists in staff training and supervision. Qualifications: California RN license (or ability to obtain prior to start of position); experience working with special populations preferred but not necessary. Salary: \$200/day plus room and board. Position begins 6/02 and ends 8/23/01. Send résumé to: Kelly Kunsek, PO Box 3367, Crestline, CA 92325; phone: (909) 338-1102; fax: (909) 338-2502; e-mail: <kkunsek@abilityfirst.org>.

*TRIP LEADER • Berkeley, CA

Position available with Backroads, an active travel company. Duties: leads biking, walking, and multisport vacations worldwide. Qualifications: excellent driving record; exceptional communication and problem-solving skills; multilingual preferred. Download an application from the Web site: <www.backroads.com/leaders>; phone: (510) 527-1555, ext. 146.

*VARIOUS POSITIONS • Southern New Jersey

Seasonal positions available with Migrant Health Educators at Southern Jersey Family Medical Centers, migrant/community medical and dental centers serving five counties. Duties: provide comprehensive outreach, screenings, and education at camps; follow-up. Qualifications: fluent in Spanish (Creole a plus); valid driver's license; able to work long hours; outreach experience preferred; health/education background; experience with farmworkers/immigrants. Salary DOE. Also hiring: migrant nurse-LPN and year-round certified diabetes educator. Send inquiries/résumés with cover letters to: Naomi Tein, Migrant Health Coordinator, SJFMC, 860A S. White Horse Pike, Hammonton, NJ 08037; phone: (609) 567-0200; fax: (609) 567-1169.

BILINGUAL NUTRITIONIST • Hendersonville, NC

Position available with Blue Ridge Community Health Services, Inc. Duties: WIC counseling and interventions for those with diabetes, obesity, eating disorders, etc. Qualifications: two years of experience in nutrition education; fluent in Spanish/English; experience working with low-income clients preferred. Salary range: \$29-32K. Send résumé 4/30/01 to: Human Resources Director, Blue Ridge Community Health Services, P.O. Box 5151, Hendersonville, NC 28793; e-mail: <mat@brinet.com>.

CAMP COORDINATORS • East Hampton, NY

Seasonal residential positions (June 22-Aug. 18) at summer camp for a female and male. Duties: develop and implement programs for 10 teen boys and girls. Qualifications: strong leadership; creativity; outdoor skills; comfortable with sailing, swimming, and outdoor adventure; First Aid, CPR, and RTE required but will train. Contact via e-mail <Croberson@boysharbor.org>; phone: (631) 324-4433.

HIGH SCHOOL TEACHERS • Highlands, TX

Positions available with the Chiquapin School: English teacher and school physics/physical science teacher (coaching exp. in volleyball, basketball, soccer helpful). Salary DOE. Send résumé to: Bill or Kathy Heinzerling; phone: (281) 426-3334; fax: (281) 426-5553; e-mail: <kheinzer@earthlink.net>.

HARVEST HELP • Potomac and Buckeystown, MD

Positions available with Nick's Organic Farm which operates on a large scale using modern equipment to raise crops and livestock. Research is conducted with USDA cooperators and agricultural grant programs. Products are sold to wholesalers, retailers, and livestock operations. Interest in organic farming and experience operating and repairing farm machinery helpful. Full- or part-time. Salary: \$8/hr. Contact Nick Maravell, 8565 Horseshoe Lane, Potomac, MD 20854; phone: (301) 983-2167; cell phone: (301) 535-7768; e-mail: <ncomarave@erols.com>.

FINANCE DIRECTOR • Stanford, CA

Position available with Volunteers in Asia, an international education/public service organization on the Stanford Univ. campus. Duties: develops and manages \$1.5 million budget; creates quarterly reports; monitors cash flow/endowment investments using QuickBooks/Excel; supervises part-time accounting assistant; prefer two years of experience. Salary: \$34-40K. Send résumés to: Cliff Chan, VIA, Box 20266, Stanford, CA 94309; e-mail: <cliff@viaprograms.org>; phone: (650) 725-1804; fax: (650) 725-1805; Web site: <www.viaprograms.org>.

FELLOWS COORDINATOR • Ann Arbor, MI

Position available with the Population Fellows Programs at the University of Michigan. Qualifications: bachelor's degree; interest in and knowledge of international population and development issues; exemplary interpersonal skills; ability to work collaboratively; experience in coordinating programs; ability to manage multiple projects; excellent organizational and admin. skills; strong verbal and written communication skills; experience using Windows-based software programs. Contact the Employment Office for details at <employment.services@umich.edu>; or visit the Web site: <www.sph.umich.edu/pfpps>.

PROGRAM ASSOCIATE • Washington, DC

Position available with ENABLE, a nonprofit international organization dedicated to empowering women. Duties: provides admin. support to the India/Asia/Middle East Regional Team and senior technical staff; assumes task of country coordinator as needed. Qualifications: BA with two to three years of experience, preferably in international health/development; strong writing, computer, and graphic skills; good interpersonal skills and ability to work independently as well as part of a team. Send résumé and cover letter with salary requirements to: <jjobs@cedpa.org> or fax to (202) 332-4496.

ASST. COORDINATOR • Jamaica, NY

Position available with nonprofit project sponsored by the Sisters of the Good Shepherd. Duties: promotes social and economic justice for women in developing countries through sales of handcrafted articles. Qualifications: able to organize and attend sales; volunteer recruitment experience; computer and office skills; Spanish desirable. Salary \$24K. Fax résumé by 4/15 to Rebecca Sutton at (718) 591-9376.

VARIOUS • Worcester, MA

Positions available with Greater Worcester Habitat for Humanity. Resource development coordinator (full-time) duties: coordinates and participates in activities of the fundraising and marketing committees; helps develop our new individual donor program; maintains a donor database; produces fundraising and marketing materials. Volunteer coordinator (part-time, up to 20 hours per week) duties: schedule volunteer build days; maintains a volunteer database; produces reports; develops a volunteer orientation program. Qualifications for both: computer literate; writes well; good phone skills. Some evenings and Saturdays required. Apply by 4/15/01 to: Greater Worcester Habitat for Humanity, 111 Park Avenue, Worcester, MA 01609; phone: (508) 799-9259; e-mail: <gwhfh@fastdial.net>.

TECHNICAL DIRECTOR • Arlington, VA

Position available with John Snow, Inc., a worldwide USAID contractor. Duties: provides overall technical and programmatic leadership to an integrated multi-disciplinary program. Qualifications: broad knowledge of maternal and child health programs; exceptional technical expertise in child health; broad experience in developing countries; capable of working with other major donor and counterpart institutions in the field; degree in medicine, with graduate work in public health or equiv. highly desirable; extensive experience working in public health programs in developing countries, especially in Africa, also desired. Send all responses to: Vance Shaw, Recruiter, John Snow, Inc., 1616 North Fort Myer Drive, 11th Floor, Arlington, VA 22209; e-mail: <vshaw@jsi.com>.

PROJECT MANAGER • Falls Church, VA

Position available with The Pragma Corporation, a private international development consulting firm with satellite offices in Bulgaria, Indonesia, Kazakhstan, Kyrgyzstan, Lithuania, Philippines, Russia, and Uzbekistan. Pragma provides technical and management consulting services for development projects worldwide. Duties: works directly with the president and executive vice president on all USAID, ADB, and other donor projects; backstops project and proposal writing. Qualifications: bachelor's degree or higher; program management experience; field experience in Central Asia or NIS. Salary DOE. Send résumé to: Irene Burns, The Pragma Corporation, 116 E. Broad St., Falls Church, VA 22046, fax: (703) 237-9326, e-mail: <iburns@pragmacorp.com>.

COMMUNICATIONS OFFICER • Washington, DC

Position available with Partners for Livable Communities. Duties: manages internal and external flow of information; researches and writes case studies, curriculum, workbooks, project proposals, and press releases; supervises support staff and interns; oversees information clearinghouse; manages publications. Qualifications: familiar with urban strategies and/or community dev. issues; strong research and writing skills; familiarity with Access a plus. Send résumé and short writing sample to: Partners for Livable Communities, 1429 21st St., NW, Washington, DC 20036; fax: (202) 466-4845; e-mail: <Partners@livable.com>; Web site: <www.livable.com>.

BUSINESS MANAGER • Half Moon Bay, CA

Position available with Terma Foundation, an international nonprofit dedicated to the humanitarian support of health, education, and welfare of Tibetans living in the T.A.R. Duties: bookkeeping activities, including accounts payable and general ledger functions; submits payroll information; assists with budget preparation; maintains donor and contact databases and all admin. duties. Qualifications: experience with bookkeeping/accounting and Quick Books program a plus. Salary: \$35-40K. Fax or e-mail résumé to: Executive Director, Terma Foundation, 785 Main Street, Suite H, Half Moon Bay, CA 94038; fax: (650) 712-8792; phone: (650) 712-8413; e-mail: <terma@terma.org>.

PROGRAM OFFICERS • New York, NY

Position available with a nonprofit organization promoting women's reproductive/sexual health and rights internationally. Positions include: senior program officer and program officer for Asia program design, and two program officers/assistant program officers for international policy/advocacy work and Africa program development. Qualifications: international development/health NGO experience in developing countries; expertise in women's/adolescent health and human rights; excellent interpersonal, analytical, English language skills; ability to work cross-culturally; experience in the region; foreign language and grant-making experience preferred. Send résumé/cover letter to: Ms. Blackwell, International Women's Health Coalition, 24 East 21st St., New York, NY 10010; fax: (212) 979-9009.

SR PROGRAM OFFICER • Boston, MA

Position available with World Education. Duties: develops and manages new programs in Asia. Qualifications: 10 years of work experience in Asia; advanced degree in international education or a related field; experience designing programs based on experiential learning models; established networking capability in Asia; experience in contract management with USAID and other donors; extensive experience in proposal development; strong cross-cultural management skills; and ability to travel extensively; fluency in a major Asian language desirable. Salary: DOE. Send letter, résumé, and a writing sample to: Alma Riggs, Asia Senior Program Officer Search, World Education, 44 Farnsworth St., Boston, MA 02110.

DIRECTOR • Washington, DC

Position available with ACDI/VOCA, an international development organization. Duties: identifies potential new food aid monetization program; plans strategically; travels to project countries to assess project options; manages proposal development; oversees budgets; supervises staff; provides support to overseas offices; markets and promotes program. Qualifications: BA; three years of experience in writing USAID and USDA monetization proposals; three years of overseas experience on a dev. project or providing HQ support to development projects; knowledge of agricultural commodity trading and shipping; foreign language skills and master's degree preferred. Respond with résumé, cover letter, and salary history to HR/Director-FFD, P.O. Box 77316, Washington, DC 20013; or fax: (202)-638-7477.

ADVOCACY COORDINATOR • Washington, DC

Position available with the National Peace Corps Association. Duties: heads the advocacy program for the Peace Corps and its budget and for an engaged and humane foreign policy; works with NPCA staff/affiliate groups to organize Advocacy Day at the National Conference (Sept. 2001); implements major grant-funded program to improve NPCA advocacy capacity through state-level units, training materials, and workshops; collaborates with InterAction, InterAction members, and the Coalition for American Leadership Abroad; Peace Corps and Hill experience desirable. Salary: mid \$30s. Send résumé to <admin@rpcv.org>; fax: (202) 293-7754.

MEMBERSHIP SUPERVISOR • Queens, NY

Position available with an organization that provides recreational, social, and educational opportunities for youth. Duties: participates in marketing goals, objectives, and strategies related to membership and program development; supervises staff assigned to the membership team; insures implementation of a plan of work which includes product sales and fundraising efforts. Qualifications: BA or equivalent; ability to supervise and motivate staff and volunteers; proven written and verbal communication skills; ability to work with culturally diverse communities. Compensation: \$30-35K. Fax résumé to Matthew Di Lauri at (212) 546-9094 or e-mail at <mdilauri@pnp-inc.com>.

PROGRAM OFFICERS • Los Angeles, CA

Positions available with Pacific Institute for Women's Health. Duties: work with team members to identify and implement program activities throughout Africa/Latin America; provide technical assistance in research, training, evaluation, and advocacy; collaborate closely with organizations in Africa/Latin America. Qualifications: commitment to women's health and rights; five years of professional experience; BA; ability to travel to Africa/Latin America, fluency in French/Spanish; graduate degree strongly preferred. Send cover letter and résumé to: Program Development Director, Africa, Pacific Institute for Women's Health; 2999 Overland Avenue, Suite 111; Los Angeles, CA 90064; fax: (310) 280-0600; Web site: <www.piwh.org>.

DESK OFFICER • Arlington, VA

Position available on Central Europe desk with Ashoka, an international nonprofit organization. Duties: acts as link between countries and Arlington office; facilitates selection of Ashoka Fellows; monitors Fellows' progress and writes reports; prepares donor proposals. Qualifications: bachelor's degree; excellent organizational skills; one to two years' related experience. Salary: \$22-27K. Send résumé and cover letter to: Ashoka Search Committee, 1700 North Moore Street, Suite 2000, Arlington, VA 22209; e-mail: <jobs@ashoka.org>; fax: (703) 527-8383; Web site: <www.ashoka.org>.

VARIOUS • Salt Lake City, UT

Positions available with The Salt Lake Organizing Committee for the 2002 Winter Olympics in logistics, grounds services, security, parking, cleaning, food services, and more. Start date: Dec. 2001 and Jan. 2002. Interviews begin May 2001. For more information or to apply, visit the Web site at <www.saltlake2002.com> and click "Games-Time Employment" or contact: The Games-Time Employment Center, c/o SLOC, PO Box 45002, Salt Lake City, UT 84111; phone: (801) 212-5627.

***CASEWORKER • Baltimore, MD**

Positions available with The Choice Programs, nonprofit community-based programs working with at-risk youth. Duties: conduct client intake and assessment interviews; establish goal-orientated service and educational plans; develop activity plans; does informal counseling, advocacy, and monitoring of these youth. Qualifications: some evening and weekend work; bachelor's degree; auto and valid driver's license. Salary: \$21K. Send résumé and cover letter to: Sherry Smith, The Choice Programs, 971 Seagull Ave., Baltimore, MD 21225; fax: (410) 354-4938.

BUSINESS COUNSELOR • Brooklyn, NY

Position available with CAMBA, a nonprofit that provides technical assistance and micro loans to small businesses. Duties: provides technical assistance; teaches small business seminars; administers micro-loan program. Qualifications: master's degree in business, economic development, or related field, or bachelor's degree with related experience; business counseling and lending skills; strong initiative; ability to work with low-income individuals. Send cover letter, résumé, and salary history to: CAMBA, Attn. Brian Singer, 1720 Church Ave., Brooklyn NY 11226; or e-mail: <brians@camba.org>.

RECEPTIONIST • Garberville, CA

Position available with Heartwood Institute, a residential school committed to the highest quality professional training in massage therapy and the healing arts. Duties: manages entire reception operation. Benefits: housing/organic meals; educational opportunities; monthly stipend; holistic community lifestyle; 35 hours/week, four weeks annual leave. Send résumé to: Human Resources, Heartwood Institute, 220 Harmony Lane, Garberville, CA 95542; phone: (707) 923-5012; Web site: <www.heartwoodinstitute.com>.

***CREW LEADERS • Monte Vista, CO**

Positions available with San Luis Valley Regional Youth Corps for the 2001 season. Duties: supervise eight to nine young people (ages of 15-19); insure successful completion of work projects; serve as the direct contact to the project sponsor while working; act as role models and coordinate the educational component. Qualifications: strong commitment to teaching personal responsibility; problem solving ability; 22 years of age; Red Cross Standard First Aid/CPR or higher; good driving record and valid driver's license; good outdoor skills. Contact: Tom Tichy, Director, SLVRYC, P.O. Box 649, Monte Vista, CO 81144; phone: (719) 852-2477; e-mail: <slvyouthcorps@hotmail.com>.

VARIOUS • Burlington, VT

Management and staff positions available ASAP with ReCycle North, a growing nonprofit organization promoting reuse, job skills training, and poverty relief. One manager needed to oversee store operations and sales, and one manager needed to oversee material donation process. Duties: provide customer service; supervise staff and volunteers; handle classroom training and budget maintenance. Qualifications: leadership and supervisory experience; excellent communication and organizational skills. Staff positions also available on deconstruction crews to break down and salvage reusable materials for resale, and in reuse store to assist customers. Send cover letter and résumé to: Bethany Johnson, ReCycle North, 266 Pine Street, Burlington, VT 05401; e-mail: <bjohnson@recyclenorth.org>.

VARIOUS • Voluntown, CT

Positions available with small nonprofit with programs in land reform and community development finance. Organization works with land trusts, affordable housing developers, farmers, religious institutions, government agencies, etc., on both sustainable development and land conservation. Positions include: executive director with admin. and program skills (involves travel, consultation, and public speaking); office manager with bookkeeping, database, and info management skills; and program officer with interest and experience in one or more of the above areas. Contact: Chuck Matthei at Equity Trust, 539 Beach Pond Road, Voluntown, CT 06384; phone/fax: (860) 376-6174; e-mail: <equitytrust@aol.com>.

VARIOUS • Somerville, MA

Positions available with ACCION International. Credit-scoring specialist duties: supports implementation of credit-scoring program; performs credit risk and reengineering evaluations. Qualifications: BA in economics, business, or engineering, MBA preferred; exp. in risk analysis and credit scoring; micro finance exp. preferred; proficient in Spanish. Administrative assistant duties: works on admin. tasks; contacts donor/investors and affiliate organizations; researches and writes assignments. Qualifications: BA in economics or business or work exp.; organizational ability; excellent communication skills; attention to detail, initiative, able to set priorities; proficient in Spanish, Word, and Access. Visit employment section at: <www.accion.org>.

PROGRAM ASSISTANT • Flint, MI

Position available with The C.S. Mott Foundation's Environment Program in the Reform of International Finance and Trade grant-making area. Duties: works on grant processing and admin. functions; responds to information; conducts research; assists program officers. Qualifications: strong interest in environmental and/or international policy issues; bachelor's degree in a related field; Spanish language desirable; excellent writing skills; solid analytical thinking; strong interpersonal communication skills. Send cover letter, résumé, references, and two writing samples by 4/20/01 to: Sandra Smithey, C.S. Mott Foundation, 503 S. Saginaw Street, Suite 1200, Flint, MI 48502-1851; fax: (810) 237-4857; e-mail: <bjurt@mott.org>; Web site: <www.mott.org>.

ASSOCIATE DIRECTOR • Atlanta, GA

Position available with the Carter Center, a nonprofit institute chaired by former U.S. President Jimmy Carter. Duties: coordinates direct marketing production; edits and proofs copy; manages donor database; works with vendors to plan and implement direct-mail strategy; supervises staff and budgets. Qualifications: bachelor's degree. To apply, please send a cover letter and résumé to: The Carter Center, c/o Human Resources Department, One Copenhill Avenue, Atlanta, GA 30307; fax: (404) 420-3818; e-mail: <scallah@emory.edu>; Web site: <www.cartercenter.org>.

PROGRAM MANAGER • Miami, FL

Position available with Camillus House, a nonprofit organization working on a five-year W.K. Kellogg Initiative to improve access to Health Care for the uninsured and underserved. Duties: supervises implementation of work project plan; develops reports; disseminates information on health policy; coordinates and attends project meetings. Qualifications: BA/BS in social science or related field, MPH preferred; strong organizational and planning skills; culturally and politically sensitive; strong written and communication skills. Send cover and résumé to: Leda Perez via e-mail at <Leda@camillus.org>; fax: (305) 372-1402.

CASE MANAGER • Wichita, KS

Position available with SER Corporation's Farmworker Program. Duties: employment counseling and development of job opportunities for migrant and seasonal farm workers; conducts outreach and intake of eligible applicants; serves as a liaison with social and employment agencies. Qualifications: college degree; ability to speak Spanish; availability to travel. Send résumé to: Sam Demel, SER Corporation, 709 E. 21st ST., Wichita, KS 67214; phone: (316) 264-5372; fax: (316) 264-0194; e-mail: <s_demel@hotmail.com>.

ED. INSTITUTE STAFF • Clinton, MI

Positions available with the Institute for IDEAS, a five-week educational-enrichment and leadership program for teens from around the world. Duties: conduct educational workshops in the arts/sciences. Dates: 7/28-9/2/01. Salary: \$1,200-\$1,350. For brochure and application, contact by 7/1/01: Tom Schweinhart, High/Scope Educational Research Foundation, 600 N. River, Ypsilanti, MI 48198; phone: (734) 485-2000; e-mail: <toms@highscope.org>; Web site: <www.highscope.org/ideas.htm>

HEALTH/DISABILITY SPECIALIST • Florida

Position available with Redlands Christian Migrant Assoc., a statewide childcare and Head Start agency serving children six weeks to five years of age. Duties: work with children, parents, paraprofessional staff, and professionals in a multicultural setting to coordinate health and disability services. Qualifications: either special education teacher (early childhood), RN with community health experience, or degree in health education or related degree; bilingual English/Spanish preferred. Salary: \$29-\$36,500. Respond with résumé to: Vicki Willard, Redlands Christian Migrant Association, 402 W. Main St., Immokalee, FL 34142.

VARIOUS • Fairfax, VA

Positions available with Datex, Inc., an international government contractor. Program assistant duties: provides admin. and program support services to USAID in DC for NGO institutional strengthening activities. Qualifications: experience with government preferred; three years of experience; excellent communication, word processing, and spreadsheet skills. Salary: upper \$20s to low \$30s. Monitoring and evaluation specialist duties: assists USAID to manage program monitoring; schedules monitoring and evaluation; consolidates evaluation findings and lessons learned. Salary: \$50s. Send résumé to S. Dunning at <intréssumé@hotmail.com>; or fax: (703) 903-9301.

INFO ASSOCIATE • Washington, DC

Position available with the Academy for Educational Development (AED). Duties: provides writing, editorial, publishing (Web and print), and general information content support to projects; assists the senior information analyst with general research and information distribution. Qualifications: BA/BS in international relations, communications, English, or related field (master's preferred); knowledge of international development and organization and operation of international development organizations, especially USAID; strong knowledge of desktop publishing software, graphics software, and standard office software. Full job description <www.aed.org>. Salary: \$30-33K. Send résumé with cover letter and reference to position #KV1070pc and written sample to: AED/HR, 1825 Conn. Avenue, NW, Washington, DC 20009; fax: (202) 884-8413; e-mail: <employ@aed.org>.

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, safety. Qualifications: desire to make a difference; organizing experience; bachelor's degree; Spanish desirable. Send résumés to: Jim Keddy, PICO California Project, 930 Alhambra Blvd., Ste. 200, Sacramento, CA 95816; phone: (916) 447-7959; fax: (916) 447-7955; e-mail: <PICOcalifornia@aol.com>.

ACCOUNT COORDINATOR • Arlington, VA

Position available with Management Sciences for Health. Duties: manages all travel for Washington, D.C. area projects and programs; coordinates and monitors travel and logistical arrangements for staff, consultants, and participants; processes visa application paperwork. Qualifications: master's degree or bachelor's degree and relevant experience; experience with travel preferred; experience with USAID travel and other regulations, including knowledge of per diem rates; competence in word processing, database, and spreadsheet applications; English fluency required; additional language proficiency in Spanish or French preferable. Full job description at <www.msh.org>. Send cover letter and résumé to: Marcia Herrera, Senior Recruitment Officer, Management Sciences for Health, 165 Allandale Road, Boston, MA 02130; fax: (617) 524-2825; e-mail: <jobs@msh.org>.

RESEARCH/CHARITY ANALYST • Arlington, VA

Position available with Council of Better Business Bureaus, Inc. Duties: evaluates national charitable organizations. Qualifications: excellent written and oral communication skills; background in accounting, fund raising, and/or nonprofit organizations preferred; bachelor's degree; WordPerfect or Word knowledge. Salary: \$32K plus. Send cover letter and résumé to: Human Resources, Council of Better Business Bureaus, 4200 Wilson Boulevard, Suite 800, Arlington, VA 22203; fax: (703) 525-8277; e-mail: <HR@cbbb.bbb.org>.

LEAD ORGANIZER • Lansing, MI

Position available ASAP with GLADE, a local community organizing project committed to social justice for the city of Lansing. Duties: identifies, trains, and challenges local leaders to surface community issues and build strategic winnable campaigns on issues of injustice; builds the organization by reaching out to prospective community institutions; hires and supervises staff; develops funding as needed. Qualifications: BS/BA in social sciences; anger over social injustice; experience working in diverse setting. Salary range: \$28-35K (DOE). Send cover letter and résumé to: Holly Holcombe at <DART@kc.rr.com>; or fax: (816) 931-2520.

COMMUNITY ORGANIZER • Sarasota, FL

Position available ASAP with SURE, a coalition of churches and neighborhood groups working toward social justice for the city. Duties: identifies, trains, and challenges local leaders to surface community issues and run grassroots campaigns on local issues; builds the organization by bringing in new churches; supervises staff of organizers; develops funding. Qualifications: BS/BA; passion for social justice; ability to work in low-income community. Salary range: \$25-40K (DOE). Send cover letter and résumé by 4/15/2001 to: Ben MacConnell at <bmacconnell@hotmail.com>.

PROJECT MANAGERS • Washington, DC

Positions available at Farmworker Health Services, Inc., a nonprofit organization that provides technical assistance in the development of farm worker outreach programs. Duties: consults; evaluates, and implements training programs for outreach workers and health educators. Some travel required. Qualifications: master's in public health, social work, or health education strongly preferred; two years' experience in project management, health care, or program evaluation; previous experience in migrant health preferred. Extensive training/orientation provided. Salary range: \$36-40K. Send résumé and cover letter to: Farmworker Health Services, Inc., 1234 Massachusetts Ave., Suite C-1017, Washington, DC 20005; fax: (202) 347-6385; e-mail: <sarah.ekin@farmworkerhealth.org>.

GRANTS ADMINISTRATOR • Washington, DC

Position available with The National Endowment for Democracy, a nonprofit, grant-making organization for grants supporting political development in Africa. Duties: reviews pre-award; monitors post-award; analyses budget; negotiates; follows up; audits resolution and closeout. Qualifications: bachelor's degree, preferably in business-related field; ability to read, write, and converse in French; three-four years' experience in a nonprofit grants/contracts environment; familiarity with federal grant regulations; excellent English communication skills. Send cover letter and résumé to: Grants Officer, National Endowment for Democracy, 1101 15th Street, NW, Suite 700, Washington, DC 20005; fax: (202) 223-6042.

ESL TEACHERS • Washington, DC

Positions available for evening and Saturday programs with Lado International Colleges. Classes are instructed employing the LADO curriculum to an adult student population. Qualifications: BA/BS in related field and prior ESL/EFL classroom teaching experience required. Send cover letter and résumé to: LADO International College, Attn. Michelle Welch, 2233 Wisconsin Avenue, NW, Washington, DC 20007; or fax: (202) 337-1118.

VARIOUS POSITIONS • North Adams, MA

Positions available 4/23/01-10/24/01 at a nonprofit providing environmental, wilderness, and leadership programs to a diverse group of underprivileged New York public school students. Duties: teach students in small (12) coed groups (ages 11-18); develop and present hands on, outdoor lessons in ecology, wilderness and leadership skills, group initiatives; overnight supervision of up to six; co-lead five multi-day summer wilderness expeditions. Qualifications: BA/BS in related discipline; teaching/interpretation, group management and wilderness leadership experience; first Aid, CPR, and lifeguarding or ability to obtain before starting; commitment to unselfishly serving a diverse, multicultural staff/student population. Salary: \$275/week. Room and board, insurance, and equipment discounts. Send résumé with three references and cover letter requesting application to: Manice Education Center, One East 53rd Street, 1401, New York, NY 10012; phone: (212) 529-6868; fax: (212) 353-2052; e-mail: <dawn_christodora@prodigy.net>.

Continued from front page

ize yourself with the types of questions you will be presented with. Do not cram the night before, but be sure you are prepared and know how to pace yourself. The general test is now offered primarily in an electronic version, which can be taken at any number of test centers throughout the year. Visit: <www.gre.org> for more registration information.

RPCV Laura Jacoby (Mali, 1989-91), who graduated from Colorado State University in Fort Collins, Colorado, with an M.S. in Human Relations Development and Training, advises applicants to check out the "set-in-stone" cutoff requirements of each university. "No matter how good your grades are or how well your application looks, you must meet the school's [GRE] score requirements."

Carefully choose the people who write your recommendation letters. These letters allow the admissions committee to hear your qualifications from someone who has worked with you. Ask people who know your intellectual capabilities and think well of you and your academic or professional work. (A recommendation letter is not a character reference.) Cherry says the recommendation letter he obtained from his Assistant Peace Corps Director proved very helpful in his application. Provide each writer with a self-addressed-stamped envelope and reminders of your past work, such as transcripts, a writing sample, or a resume. Also, follow-up with your references to make sure the letters are sent out in a timely manner. Send a thank-you note as well.

Begin your statement of purpose. This statement is often the most difficult part of the application process. Admissions committees use these essays to evaluate your motivation and commitment, future expectations, writing ability, areas of interest, educational and work experience, maturity, and personal uniqueness. Webb explains, "My statement of purpose let me clearly tell the admissions committee where I've been, where I am, and where I'm going." Your essay also shows the school how well you can communicate clearly and effectively.

Sell yourself to the admissions committee. Essentially, you must tell the admissions committee what you would add to the entering class. Webb advises, "Take a calculated risk and be creative. Committees receive lots of technically correct essays that bore them to tears. Don't be afraid to use your creative energy to set you apart from the crowd." Take time to write and revise multiple times. Avoid sounding false or pretentious; instead, present your true self, boldly and confidently. Stick to the subject and be specific about your plans for field of study and how you wish to pursue it. Pay attention to length requirements for each individual school.

Expand on your Peace Corps experiences to

illustrate how you plan to bring what you learned serving others to a university environment. "Admissions committees look positively upon the amazing international and professional experience RPCVs can offer," notes Kim Markus, the Director of Graduate Admissions at American University in Washington, D.C. "Use the statement of purpose to explain how your experiences in the past led to your interest in a program and where you plan to take them in the future." Especially when your Peace Corps experience specifically relates to your chosen area of study, it is highly relevant to include the benefits of two years living overseas.

"Use the statement of purpose to explain how your experiences in the past led to your interest in a program and where you plan to take them in the future."

Combine the essay with writing samples when required. This shows the admissions committee that you are capable of advanced thinking in your area of study. With the letters of recommendation, these function as a virtual interview for the admissions staff to understand what you will contribute.

Be sure to finish your application well before the deadline. This is generally a good policy, for rolling decisions operate on a sort of first-come first-serve basis, and early applications for standard admissions reflect well on the applicant and often merit more careful attention. Type and recheck everything you send in. Photocopy all materials just in case something is misplaced, and request a return receipt to ensure delivery.

Step 3: The Decision

For the final step, look carefully at the schools that accept you. When at all possible, visit each institution and use your encounters to influence your final decision. Consider financial aid from each institution, and research where each school can take you following study. "Remember you are a consumer for higher education, so go to the school that matches your interests and background," says Donna Bretherick, Assistant Director of Graduate Admissions at the University of California at Berkeley. "Take significant time to find the department and program that is right for you and will facilitate the environment and faculty to achieve your goals."

Webb noticed on entering graduate school that his Peace Corps experience gave him an insight into understanding people and cultures that many students did not have. His education rests on a base of Peace Corps experience that is pertinent and advantageous in studying politics, anthropology, history, and countless other subjects. Graduate school offers you a way to focus your Peace Corps experience and channel it into work for a higher degree and countless other opportunities.

INTERNATIONAL

VARIOUS • Azerbaijan

Positions available as country director and program managers in business, micro-credit, health, and community development with Counterpart International for a project proposal to work with the internally displaced and conflict-affected local population. Duties: develop, implement, and monitor work plans; financial management; develop relationships with stakeholders; requires staff supervision; represent Counterpart in the local and regional community. Qualifications: relevant education; three to five years of international dev. experience; computer skills; written/spoken English language; knowledge of the Caucasus and USAID experience. Reference "Azerbaijan Project" and submit résumé, salary requirements, and cover letter to <hr@counterpart.org>.

COUNTRY MANAGER • Lahore, Pakistan

Position available with irrigation treatment and land reclamation company. Duties: builds a successful manufacturing, sales, and training business in agricultural sector; reports to U.S. senior VP for international operations; supervises all operations in Pakistan. Qualifications: able to hire, train, motivate, and hold accountable employees and maintain good working relationships with all agencies, NGOs, and strategic partners in the agri-business sector; willing to relocate for two-year term, (renewable annually thereafter); previous expatriate management experience preferred. Forward résumé to: <pakistan@sweetwaterinternational.com>.

TEACHERS • Shenzhen, China

Positions available with Oriental English College, a private Chinese boarding school, for the 2000-01 school year. Duties: teach oral English to students in grades one to six and high school. School is located near Hong Kong. RPCVs on staff. Contact: President Li Xueping, Oriental English College, Education City, Baoan, Shenzhen, People's Republic of China; phone: 011-86-755-777-9333, ext. 616; fax: 011-86-755-777-1303.

PROGRAM DIRECTOR • East Timor

Position available with Timor Aid, a leading East Timorese aid NGO in the fields of relief, reconstruction, and development. Long-term projects are in education, health and development, welfare and women's development and environment and natural resources. Duties: develops program (vision, goals, strategic plan, outputs, priority setting); coordinates overall program; assesses and reporting; identifies and cultivates program resources; assists with donor relations and communication; manages the consulting services program; quality management; implements specific project management information systems and training for East Timorese counterparts. For more details, check <www.timoraid.org/jobs/jobs.htm>. Send résumé to: Jean-Michel Mestre, Director, Timor Aid, via e-mail: <jmmestre@netcourrier.com>.

PROJECT MGRS • Chattanooga and Honduras

Position available with Tennessee Valley Infrastructure Group, Inc. (TVIG), a private sector firm developing municipal power and utility projects in developing countries, including Central America, South America, and Africa. Duties: works with contractors, local residents, government officials, and financing institutions to bring the project in on time and on budget; works with complex computerized financial models. Qualifications: engineering background, preferably with experience in control systems; working knowledge of Spanish helpful. Contact Richard H. Ector at (423) 266-0502 or <rector@tvigroup.com>.

TECHNICAL TRAINERS • Ecuador

Positions available as technical trainers for design and implementation of 12-week Peace Corps pre-service training in rural health and youth and families at risk.

Qualifications: English and Spanish fluency; work and cross-cultural experience in the particular area; professional experience and education in the particular area; experience in training. Previous training experience preferred. Contract time: 6/25/01 to 10/26/01. Send résumé and cover letter indicating the position you are applying for and related experience to: Peace Corps Ecuador-Training Officer-Casilla 17-03-635 Quito, Ecuador; phone: 593-2-504-692; fax: 593-2-504-704; e-mail: <jcriste@ec.peacecorps.gov>.

EDUCATION

*ARIZONA STATE UNIVERSITY • Mesa, AZ

Arizona State University is offering a new graduate program beginning in the Fall of 2001 that would welcome RPCV applicants. Combining the study of technology with the social sciences, the program explores the impact of technological development on social, political, and economic development and change. For information/application, contact: Dr. Mary Jane Parmentier, Global Technology and Development, College of Technology and Applied Sciences, Arizona State University East, 7001 E. Williams Field Road, Mesa, AZ, 85236; phone (480) 727-1156; e-mail: <mj.parmentier@asu.edu>; Web site: <east.asu.edu/ctas/gtd/index.html>.

*FLORIDA STATE U. • Tallahassee, FL

The International/Intercultural Development Education Program (IIDE) is designed to prepare students at the master's or Ph.D. level interested in pursuing professional goals in education. The program covers such themes as culture, political economy, social change, the environment, gender issues, children in crisis, and how these factors influence or are influenced by education and nonformal education. While there is a stress on developing a critical perspective on ideas about current educational policy and practice, students are also encouraged to select training in an area such as adult education, teacher education, program evaluation, and participatory planning and management. Fellowships are available to well-qualified applicants. Contact: George Papagiannis, Florida State University, Stone Building, Suite 307L, Tallahassee, FL 32306; e-mail: <papagian@coe.fsu.edu>; phone: (850) 644-8167.

*ASST. LECTURESHIPS • Los Angeles, CA

Positions available at University of Southern California. The Rossier School of Education Master's in Teaching English to Speakers of Other Languages is a rewarding program open to prospective or experienced American and international language educators wanting to start or advance their ESL/EFL career in the US or abroad. American Language Institute (ALI) Assistant Lectureships are available, offering a part-time salary and up to 12 units of tuition remission per semester for native or near-native English speakers (visit the ALI Web site at: <www.usc.edu/dept/LAS/ALI>). For complete information on USC's MSTESOL program, visit the Web site at <www.usc.edu/dept/education/mstesol.html> or contact Prof. Julietta Shakhbagova at <shakhbag@usc.edu>.

*FLORIDA STATE U. • Tallahassee, FL

Florida State University offers master's, specialist, and doctoral (Ph.D.) degrees in adult education and human resource development (HRD) that may interest RPCVs. The program comprises of three tracks at each degree level: adult basic and community education, HRD and continuing professional education, and international adult education. Students have an opportunity to participate in field research and service projects both overseas and domestically as part of their study and to benefit from research assistantships and fellowships. Details may be found on the Web site: <www.fsu.edu/~adult-ed> or by contacting Dr. Peter Easton at (850) 644-8165.

*UNIVERSITY OF VERMONT • Burlington, VT

The Field Naturalist and Ecological Planning Master's Degree Programs at the University of Vermont provide collaborative, integrative, multi-disciplinary field training in landscape ecology, environmental problem solving, and ecology-based land-use planning. Students work on real-world problems in the field and learn approaches to understanding how ecosystems work. Field naturalists focus mainly on integrating ecology, botany zoology, geology, hydrology, and soil science. Ecological planners focus on integrating the social dimensions of environmental understanding with the field naturalist approach. Contact: Field Naturalist/Ecological Planning Program, Dept. of Botany, University of Vermont, Burlington, VT 05405; phone: (802) 656-2930; Web site: <www.uvm.edu/~wpoleman/fnwebpage.html>.

*TEACHERS • Lakeland, FL

Teaching positions available on 42-acre ranch campus with Progressive High School. Elements of the program are mixed-age grouping, non-coercive student-paced education, performance assessment, project-oriented learning, developmental theory, teacher as mentor, process goals, and required parental involvement. Salary for 190 days: \$20K plus. Four-H, horses, animals, and organic garden central to program. Fax résumé to (863) 701-1046; or e-mail <JLM@Strato.net>.

*NEW SCHOOL FELLOWSHIP • Boston, MA

Fellowship opportunity to build a public school of uncompromising excellence is being offered by the Massachusetts Charter School Resource Center. Fellows will benefit from an intensive six-week Summer Institute followed by an 18-week internship inside a top-rated state charter school, working, observing, and applying elements learned during the Summer Institute. The remainder of the year-long fellowship will be spent applying for and opening a charter school in Massachusetts with continued support from the MACSRC. Qualifications: entrepreneurship; commitment to strong academics in public schools; sense of mission. Stipend: \$50K. Learn more at: <www.pioneerinstitute.org>. Application closing date: 4/12/01.

*BARD COLLEGE • Annandale, NY

Bard College offers an innovative graduate program leading to a Master of Science in Environmental Policy that prepares students for environmental careers. Curriculum features integrated application of natural and social sciences to environmental problems and responses as well as practical knowledge necessary to understand the legal, political, socio-economic, cultural, and ethical forces influencing decision-making. Features include: modular structure of courses; communication strategies, and leadership training. Small classes ensure close mentoring. Peace Corps experience may qualify for internship. Early application enables early start on master's project while in the field. Contact: Bard Center For Environmental Policy, Bard College, Annandale-on-Hudson, NY 12504-5000; phone: (845) 758-7071; e-mail: <cep@bard.edu>; Web site: <www.bard.edu/cep>.

*U. OF SOUTH CAROLINA • Columbia, SC

The University of South Carolina has fellowships for RPCVs fluent in Spanish to pursue a graduate degree and work with an innovative community development project empowering the growing Latino population in South Carolina. Duties include: development of cultural competency training; statewide workshops; Spanish interpretation and translation. Fellowship includes monthly stipend and tuition reduction. Qualifications: bachelor's degree; RPCV; fluent in Spanish; experience working in Latino communities. Contact Wendy Sellers Campbell, HABLA Project, Center for Child and Family Studies, College of Social Work, University of South Carolina, Columbia, SC 29208; phone: (803) 777-8127; e-mail: <habla@gwm.sc.edu>.

SAINT LOUIS UNIVERSITY • St. Louis, MO

Accepting qualified applicants with the Dept. of Mathematics/Computer Science of the Saint Louis University for its Graduate Programs in Mathematics. The dept. offers MA and Ph.D. in math. Financial assistance is awarded through a teaching assistantship which currently carries a stipend of \$9K, full tuition remission, and medical benefits. Teaching assistant teaches one course/semester. Deadline: 7/15/01. Contact via phone: (314) 977-2444; e-mail: <mathcs@slu.edu>.

THE NEW SCHOOL • New York, NY

The New School in New York will offer a new hands-on graduate program beginning in fall 2001, combining analysis of the changing global economy and culture with an understanding of the economic and social problems facing developing countries. The Program will bring together the extensive resources of the New School University, including faculty from its graduate programs in media studies, management, and the social sciences, and Senior Fellows from its World Policy Institute. Students will have opportunities to work closely with practitioners of international problem solving. Open Houses: April 11 and May 17. Call (212) 229-5630; or e-mail <nsadmissions@newschool.edu>.

INTERN/VOLUNTEER

AGRICULTURE APPRENTICES • Greeneville, TN

Apprenticeships available on farms in NE Tennessee. Duties: grow vegetables with Community Supported Agriculture Projects (CSAs); manage dairy goats and sheep; work with honey bees and more. Benefits: room and board provided with small stipend. Contact: Sally Causey, Rural Resources, 2870 Holley Creek Rd., Greeneville, TN 37745; phone: (423) 636-8171; e-mail: <ruralres@xtn.net>.

INTERN • Oracas, WA

Positions available with Morning Star Farm, an organic farm/greenhouse in rural WA state. Duties: grow and harvest organic vegetables, herbs, fruits, and flowers for local restaurants, markets, and CSA members. Contact: Morning Star Farm, P.O. Box 186, Oracas, WA 98282; fax: (360) 376-5265; phone (360) 376-5256.

PEACE CORPS' FELLOWS

*GEORGE MASON UNIVERSITY • Fairfax, VA

Teach overseas via George Mason University's Fast Train Program—an alternative route to elementary and secondary teacher licensure and international school teaching. Program consists of six courses which can be taken over a one-year period, either full or part-time. Tuition for the elementary program is charged at the in-state rate (\$562.50/class). Participants can enroll in any semester and there is no application deadline. A master's degree is available with five additional classes. Visit the Web site: <gse.gmu.edu/fasttrain> or contact: Jack Levy or Lynn Walker Levy, Fast Train, George Mason University, MS 4B3, Fairfax, VA 22030-4444; phone: (703) 993-3689; fax: (703) 993-3336; e-mail: <jlevy@gmu.edu> or <llwalker3@gmu.edu>.

*UNIVERSITY OF ARIZONA • Tucson, AZ

The School of Planning offers a Master's in Planning. In collaboration with the Peace Corps Fellows/USA Program, graduate students have the opportunity to bring their unique skills back home and gain practical experience working for under-served communities in the States. Fellows receive a graduate tuition scholarship covering non-resident tuition and are placed with a variety of organizations. These part-time paid positions allow the RPCV to continue working in the field while pursuing a degree. While completing the master's,

Crisis Corps in Need of Volunteers to Assist El Salvador in Earthquake Reconstruction Efforts and Work On HIV/AIDS Activity In Africa

Crisis Corps is recruiting Volunteers to aid El Salvador in earthquake recovery and reconstruction efforts. We anticipate assignments in housing, infrastructure, health, water and sanitation, and stress management for children. The first group of Volunteers will arrive in country around May 15th. RPCVs must have experience in Latin America (preferably Central America).

Three Volunteers have been requested to work with the Cooperative Housing Foundation's (CHF) emergency shelter program. The goal: provide emergency shelter assistance to 8,000 vulnerable families in 10 municipalities. Assignments are three months and require excellent Spanish skills.

They include: 1. construction facilitator (experience in general construction, roofing and/or carpentry); 2. logistics facilitator (experience in logistics, commodity tracking, and inventory control); and 3. water sanitation engineer (experience with water supply system construction and design and engineer degree preferred).

HIV/AIDS Africa Assignments in Kenya, Malawi, and Zambia

The following assignments require previous African work experience, a six-month commitment starting from late April to early May, and HIV/AIDS work/volunteer experience. Country or local language preferred for all assignments. Additional qualifications listed.

Kenya: 1. materials development volunteer (communications degree and several years of experience developing training materials); 2. income generation specialist (business degree and experience in small enterprise development/ income generation); 3. field coordinator volunteers (two years of community and NGO development experience).

Malawi: 1. HIV/AIDS life skills volunteer (experience in teaching life skills programs to youth and community groups); 2. home-based care advisor/trainer volunteer (health degree and experience caring for AIDS patients—also intermediate Chichwa required).

Zambia: 1. NGO development and health training volunteers (experience in training and NGO development); 2. workplace HIV/AIDS educator (health education degree and experience in workplace health education); 3. agricultural and behavior change education volunteer (agricultural work experience); 4. monitoring and evaluation volunteer (MPH and biostatistics and research experience, in addition to community experience).

RPCVs interested in these assignments should submit an application and résumé to the Crisis Corps. An application form and additional information about each position can be downloaded from the Crisis Corps Web site at: <www.peacecorps.gov/crisis Corps>; or call 800-424-8580, ext. 2250; or e-mail: <crisiscorps@peacecorps.gov>.

students choose from three concentrations within the program: 1. international/borderlands planning; 2. land use/ community development; and 3. community design. For more information, contact: Olivia Hanson, Admin. Assistant, School of Planning; phone: (520) 621-9597; fax: (520) 621-9820; e-mail: <planning@u.arizona.edu>.

*ILLINOIS STATE UNIVERSITY • Normal, IL

The Peace Corps Fellows/USA Program in applied community and economic dev. is considering 8/01 and 1/02 admissions. RPCVs earn master's degrees in economics, political science, and sociology by completing one year of full-time classwork and a second year of hands-on consulting work with urban and rural communities and agencies in Illinois and nationally. Fellows eligible for and awarded assistantships receive tuition waivers and earn stipends in their first year. All Fellows earn a modest income during the second-year internship. Visit the Web site: <llt.ilstu.edu/uccd> or write to: Peace Corps Fellows Program, Campus

Box 4200, Illinois State University, Normal, IL 61790-4200; phone: (309) 438-8685; e-mail: <uccdinfo@ilstu.edu>.

HOT OPPORTUNITIES

*CONFERENCE • Washington, DC

The Global Health Council will hold its 28th Annual Conference, "Healthy Women, Healthy World: Challenges for the Future" from 5/29-6/1/01. Conference highlights include: pre-conference workshops, Congressional luncheon and Hill visits, plenaries featuring world-renowned experts, poster and roundtable sessions, and an evening awards banquet. In addition, Career Connection offers registered job seekers the opportunity to explore job openings in global health. Recruiters from numerous international health organizations will conduct onsite interviews. Several career-oriented sessions are scheduled.



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. 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 and let us know.

PLEASE CHECK APPROPRIATE BOX AND ENCLOSE IN SEPARATE ENVELOPE:

DISCONTINUE SEND HOTLINE TO NEW ADDRESS (Hotline can't be sent overseas)

Name

Address

City State Zip Code

Country of Service Dates of Service

To change address or discontinue subscription, fill out the information above, cut out the box, and mail it in an envelope to: Database Mgr., Second Fl., Peace Corps, 1111 20th St., NW, Washington, D.C. 20526. Changes cannot be made without this form nor over the phone. Please allow 4-6 weeks for any changes to take effect.

April Career Event

What:

Cynthia Way, a personal and professional coach and workshop leader, presents a snapshot view of the 8- to 10-week program "Learn to Fly: Realizing Your Potential." This professional development program, which is being offered through Georgetown University's School for Summer and Continuing Education, presents a holistic approach to creating fulfillment in all areas of your life during transitions.

When:

April 18, 2001, 12 noon-1:30 p.m.

Where:

Peace Corps, 1111 20th St., NW
Shriver Conference Room B
Washington, D.C. 20526

For more information, please contact
Elvira May, RVS, at (202) 692-1445.

Volunteers contributing eight hours receive discounted conference registration. Visit the Web site at <www.globalhealth.org> for online registration. Registration deadline: May 14.

FELLOW • Worldwide and Washington, DC

The Congressional Hunger Center seeks applicants for its two-year Mickey Leland-Bill Emerson INTERNATIONAL Fellows Program. Fellows work one year for an NGO, government, or multi-lateral agency in a developing country, and then work a second year on international hunger policies in Washington, DC. Fellows receive a monthly stipend, health insurance, and travel funds, as well as a housing allowance. At the end of their two-year program, fellows are given a stipend. Program runs from June 2001 to May 2003. Application deadline: 4/30/01. To apply online, please visit the Web site <www.hungercenter.org> or contact: (202) 547-7022, ext. 11.

AMERICORPS/ VISTA

AMERICORPS POSITIONS • Ithaca, NY

Two positions available with Alternatives Federal Credit Union working with the Individual Development Account program and outreach to the low-income community for community economic dev. programs. Positions offer an opportunity to learn about community economic development at one of the national leaders in the field. Job descriptions available soon at: <www.alternatives.org>; e-mail: <humanresources@alternatives.org>.

LITERACY COORDINATOR • Washington, DC

Position available with the Literary Council of Northern Virginia, a nonprofit adult education organization. Duties: manages day-to-day operations of the project; plans parent education workshops and field trips; coordinates and supervises volunteers and teachers; manages data collection and record keeping; oversees the intake and assessment of students; supports the effective integration of children's books into the curriculum; assists in recruiting agency volunteers; serves as organizational liaison with project partners. Qualifications: responsible with good organizational and communication skills. Living allowance, relocation award, medical insurance, and \$4,725 education award. Send résumé and cover letter to: Greg Smith, Literacy Council of Northern Virginia, 2855 Annandale Rd., Falls Church, VA 22042; e-mail: <gsmith@pop.dn.net>; fax: (703) 237-2863.

VISTA POSITIONS • Minnesota

VISTA positions available in nonprofits dedicated to affordable housing. Duties: focus on strengthening capacity of nonprofits; coordinates volunteers; works with boards; develops programs and assists with community organizing. Qualifications: BA/BS degree preferred; excellent communications skills (both oral and written); computer skills; experience in social services, housing, or community organizing; bilingual skills a plus. Benefits: monthly stipend of \$950 and educational award or cash stipend. Send résumé and two references to: MH (Attn. VISTA Leader), 1821 University Ave., West, S-137, St. Paul, MN 55104; phone: 800-728-8916; e-mail: <cmonroe@mhponline.org>.

VISTA LEADER • New York, NY

Position available with Seedco. Duties: supports 43 VISTAs working on a national Welfare-to-Work project; recruits; tracks progress of VISTAs; visits sites; plans, develops, and produces training curricula for volunteers; promotes accomplishments of the project. Qualifications: strong communication skills; ability to function in a consultative role; experience managing multiple projects; ability to work collaboratively with staff; computer proficiency; initiative. Compensation: \$11K annual living allowance, health insurance, relocation assistance, end of service award (\$4,725 towards education or \$24,000 stipend), deferment of federal student loans. Send résumé to: Kenya Crumel, Seedco, 915 Broadway, 17th Floor, New York, NY 10010; e-mail: <kcrumel@seedco.org>.