

Resources

The following are listed in alphabetical order by subject matter.

ADULT EDUCATION IN LOCAL UNIVERSITIES (CH 12)

(See also SCHOOL SYSTEMS, WASHINGTON AREA and PERSONAL ENRICHMENT)

American University has AUGATE (guiding adults through education) to help adults seeking a bachelor's degree. Telephone 202-885-2500 or e-mail adults@american.edu

Catholic University of America's Metropolitan College offers evening and weekend classes for adults. Financial aid and scholarships are available. Telephone 202-319-5256

Central Michigan University's Washington Metro program offers a range of options from non-credit professional development through graduate degrees. All courses feature evening or weekend classes and schedules that fit your needs. CMU has locations in Falls Church (703-849-8218), Andrews AFB (301-568-0525), Ft. Belvoir (703-360-5336), Ft. Meade (301-621-9796), Ft. Myer (703-525-4971), Pentagon (703-920-5668), and Walter Reed AMC (202-723-4413). Web site: www.cmich.edu

Georgetown University's Communication, Culture and Technology Program is an interdisciplinary Masters degree with a unique mission: to redefine communication and media studies in the networked media environment of the Internet and the World Wide Web. 202-687-6618 Web site: www.georgetown.edu/grad/CCTcct@gusun.georgetown.edu

Georgetown University School of Business, International Executive MBA allows you to earn a quality MBA in 18 months using alternating weekend format. 202-687-2691

Web site: www.gsb.georgetown.edu/dept/grad/iemba

Goucher College one-year post-baccalaureate premedical program provides a solid foundation for medical school. 1-800-468-2437
E-mail: pbpm@goucher.edu

Johns Hopkins University School of Professional Studies in Business and Education offers Masters Degree and certificate programs part-time and

on evenings and week-ends. Telephone: 800-GO-TO-JHU Web site:
www.spsbe.jhu.edu

University of Maryland University College has high-quality degree programs accessible to working adults with convenient locations, flexible class schedules, and online courses. www.umuc.edu/ugp

Northern Virginia Community College (NOVA) Alexandria Campus has a number of work-related and exam preparation classes. Telephone 703-845-624 or 6280. Web site: www.nv.cc.va.us/alexandria/al_web/home.htm

ASSOCIATIONS (Ch 5)

American Society of Association Executives
1575 Eye Street NW, 12th Floor
Washington, DC 20005-1168
Telephone: 202-626-2723
Web site: www.asaenet.org

American Association of Museums
1575 Eye Street NW, Suite 400
Washington, DC 20005-1105
Telephone: 202-289-1818
Web site: www.aam-us.org
E-mail: aaminfo@aam-us.org

Association for Applied Community Researchers
4232 King Street
Alexandria, VA 22302
Telephone: 703-998-0072
Web site: www.acc.org

Association Trends
7910 Woodmont Avenue, Suite 1150
Bethesda, MD 20814
Telephone: 301-652-8666
E-mail: assntrends@assntrends.com
Web site: www.assntrends.com

The Greater Washington Society of Association Executives
1426 21st Street NW, Suite 200
Washington, DC 20036
Telephone: 202-429-9370
FAX: 202-833-1129
Web site: www.gwsae.org
E-mail: general@gwsae.org

National Assembly of State Art Agencies
1029 Vermont Avenue NW, Second floor
Washington, DC 20005
Telephone: 202-347-6352
Web site: www.nasaa-arts.org
E-mail: nasas@nasaa-arts.org

National Association for Environmental Management
1612 K Street NW
Washington, DC 20006
Telephone: 202-986-6616
Web site: www.naem.org

Society of Research Administrators
1200 - 19th Street NW
Washington, DC 20036
Telephone: 202-857-1141
Web site: <http://sra.rams.com>

CAREER DEVELOPMENT RESOURCE CENTER (Ch 1)

Career Development Resource Center
2401 E Street, NW, Room L 321, SA-1
Washington, DC 20522-0108
Telephone: 202-663-3042
FAX: 202-663-3146
Intranet site: <http://199.77.200.231/cdrc/index.html>

CHAMBERS OF COMMERCE (Ch 5)

Regional

Greater Washington Board of Trade
1129 - 20th Street NW, Suite 200
Washington DC 20036
Telephone: 202-857-5900
Web site: www.bot.org
E-mail: info@bot.org

District of Columbia

Washington, D.C. Chamber of Commerce
1411 K Street NW, Suite 603
Washington, DC 20005
Telephone: 202-638-3222

Maryland

Bethesda-Chevy Chase Chamber of Commerce
7910 Woodmont Avenue, Suite 1204
Bethesda, MD 20814
Telephone: 301-652-4900
Web site: bccchamber.org

Gaithersburg and Germantown Chamber of Commerce
9 Park Avenue
Gaithersburg, MD 20877
Telephone: 301-840-1400

Montgomery County Chamber of Commerce, Work Force
Corporation
451 Hungerford Drive, Suite 515
Rockville, MD 20850
Telephone: 301-738-0015
Web site: www.mcwdc.com
www.montcochamber.org

Prince George's County Chamber of Commerce
4640 Forbes Blvd.
Lanham, MD 20706
Telephone: 301-731-5000

Rockville Chamber of Commerce
255 Rockville Pike, Suite L10
Rockville, MD 20850 Telephone: 301-424-9300

Silver Spring Chamber of Commerce
8601 Georgia Avenue
Silver Spring, MD 20910
Telephone: 301-565-3777
Web site: www.gsscc.org

Wheaton-Kensington Chamber of Commerce
2401 Blueridge Avenue
Wheaton, MD 20920
Telephone: 301-949-0080
Web site: www.wkchamber.org

Virginia

Alexandria Chamber of Commerce
801 North Fairfax Street, Suite 402
Alexandria, VA 22314

Telephone: 703-549-1000
Web site: www.alexchamber.com

Annandale Chamber of Commerce
7263 Maple Place
Annandale, VA 22003
Telephone: 703-256-7232

Arlington Chamber of Commerce
2009 - 14th Street North, Suite 111
Arlington, VA 22201
Telephone: 703-525-2400
Web site: www.arlingtonchamber.org

Fairfax County Chamber of Commerce
8230 Old Courthouse Road
Vienna, VA 22181
Telephone: 703-749-0400
Web site: www.fccc.org

Falls Church Chamber of Commerce
417 West Broad Street
Falls Church, VA 22046
Telephone: 703-532-1050
Mailing address: P.O. Box 491 Falls Church, VA 22040
Web site: www.fallschurchchamber.org

Manassas Chamber of Commerce
8963 Center Street
Manassas, VA 22110
Telephone: 703-368-4813
Web site: www.pwcgmcc.org

Prince William County Chamber of Commerce
4320 Ridgewood Center Drive
Prince William, VA 22192
Telephone: 703-590-5000
Web site: www.regionalchamber.org

Reston Chamber of Commerce
1763 Fountain Drive
Reston, VA 20190
Telephone: 703-707-9045
Web site: www.restonchamber.org

Vienna Chamber of Commerce
115 Church Street NW
Vienna, VA 22180
Telephone: 703-281-1333

**Community
Colleges in the
Washington Area
(Ch 4) (CH 12)**

Northern Virginia Community College Counseling Centers
Career and academic counseling to students and other residents of Virginia.
Credit and noncredit classes open to everyone. Web site: www.nvcc.va.us

Alexandria Campus
3001 North Beauregard Street Rm AA232
Alexandria VA 22311 Telephone: 703-845-6301

Annandale Campus
8333 Little River Turnpike Room CG 211
Annandale, VA 22003
Telephone: 703-323-3200

Loudoun Campus
1000 Harry Flood Byrd Highway Room LC 253
Sterling, VA 20164
Telephone: 703-450-2571

Manassas Campus
6901 Sudley Road Room MH 110
Manassas, VA 20109
Telephone: 703-257-6630

Woodbridge Campus
15200 Neabsco Mills Road Room WC 202
Woodbridge, VA 22191
Telephone: 703-878-5760

Montgomery College Campuses

Germantown Campus Telephone: 301-353-7700
Rockville Campus Telephone: 301-279-5000
Takoma Park Campus Telephone: 301-650-1500
Web site: www.montgomerycollege.com

Offers career planning courses and counseling services.

Prince George's Community College

Largo Campus 301-322-0875 (Continuing Education)
301 Largo Road, Largo, MD 20772
Telephone: 301-322-0886 (Career Center)
Web site: <http://pgweb.pg.cc.md.us>

**Community
Resources in the
Washington Area
(CH 4)**

COMMUNITY RESOURCES IN THE WASHINGTON AREA (CH. 4)

The following resources are listed by geographical area. Some of the organizations offer free services, and others charge a fee. Many government organizations will provide services to those outside their jurisdiction without charge or for a small fee. Call for specific information.

Northern Virginia

Alexandria Office on Women
110 North Royal Street, Suite 201
Alexandria, VA 22314
Telephone: 703-838-5030

Employment programs and support groups for the unemployed and those in transition.

Fairfax County Office for Women /Commission for Women
12000 Government Center Parkway, Suite 318
Fairfax, VA 22035
Telephone: 703-324-5730

Provides information and referral services to residents of Fairfax County and Fairfax City (both men women).

Senior Employment Resources
4201 John Marr Drive, Suite 236
Annandale, VA 22003
Telephone: 703-750-1936

Nonprofit organization assists clients in Fairfax County (including Fairfax City and Falls Church City) who are 50 years and older to find jobs in the private sector.

Virginia Employment Commission
Alexandria Office
5520 Cherokee Avenue
Alexandria, VA 22234
Telephone: 703-813-1300

Fairfax Office
13135 Lee-Jackson Highway, Suite 340
Fairfax, VA 22033
Telephone: 703-803-0000

Prince William Office
13370 Minnieville Road
Woodbridge, VA 22192
Telephone: 703-897-0407

Maryland

Howard County Employment and Training Center
10650 Hickory Ridge Road
Columbia MD 21044
Telephone: 410-313-4600

Maryland Commission for Women, Counseling and Career Center
255 North Washington Street, 4th floor
Rockville, MD 20850-1703
Telephone: 301-279-8346

Provides workshops, seminars, and personal, career, and financial counseling to both men and women. Out-of-State residents have a separate fee structure.

Small Business Resource Center
Montgomery County Rockville Regional Library
Telephone: 240-777-2041

Small-business clinic offering counseling and training, computer counseling, and contract and open enrollment courses.

Over-60 Counseling and Employment Service
4700 Norwood Drive
Chevy Chase, MD 20815
Telephone: 301-652-8072

Contrary to its name, this service provides counseling, career advice, and job placement for men and women age 50 and older.

District of Columbia

Center for Career Education and Workshops
The George Washington University
2029 K Street NW, Suite 600
Washington, DC 20006
Telephone: 202-973-1150
Web site: www.cpd.gwu.edu

Noncredit courses and counsel for career planning and job-search strategies.

District of Columbia Employment Services
500 C Street NW
Washington, DC 20001
Telephone: 202-724-7100
Employment services for DC residents.

Forty Plus of Washington, Inc.
1718 P Street NW Suite T-6
Washington, DC 20036
Telephone: 202-387-1582
Web site: www.fp.org
E-mail: fpgw@access.digex.net

Nonprofit self-help, volunteer organization providing education-based approaches to the job search.

Harrison Center for Career Education
624 - 9th Street NW
Washington, DC 20001
Telephone: 202-628-5672

Offers programs on office skills, building operations engineering, practical nursing, and home health aide. Tuition free for widowed, divorced, or separated women; financial aid is also available.

National Displaced Homemakers' Network
1625 K Street NW, Suite 300
Washington, DC 20006
Telephone: 202-467-6346
Web site: www.womenwork.org

Information and referral for displaced homemaker programs throughout the United States.

National SCORE Office (Service Corps of Retired Executives)
409 - 3rd Street SW, Suite 5900
Washington, DC 20024-3212
Telephone: 202-205-6762
Web site: www.score.org

Sponsors workshops to help those interested in setting up their own businesses, those who have a business, and those who are having problems and need basic information.

Wider Opportunities for Women (WOW)
815 15th Street NW, Suite 916
Washington, DC 20005
Telephone: 202-638-3143

Training, counseling, and placement. Policy and advocacy for needs of working women.

ECONOMIC DEVELOPMENT OFFICES (CH. 5)

District of Columbia

Job Bank 202-724-7050
Web site: www.ajb.dni.us/dc/

Maryland

Howard County Economic Development Office
6751 Columbia Gateway Drive
Columbia, MD 21046
Telephone: 410-313-6500
Web site: www.hceda.org

Montgomery County Office of Economic Development
101 Monroe Street, Suite 1500
Rockville MD 20850
Telephone: 240-777-2000
Web site: www.co.mo.md.us

Virginia

Arlington Employment Center
1400 North Uhle Street
Arlington VA 22201
Telephone: 703-228-4820
Web site: www.co.arlington.va.us

Fairfax City Economic Development
Telephone: 703-385-7862
Web site: www.ci.fairfax.va.us

Fairfax County Economic Development Authority
8300 Boone Blvd. Vienna VA 22182
Telephone: 703-790-0600
Jobline: 703-324-5627
Web site: www.fairfaxcounty.edu.org

Leesburg Economic Development
Telephone: 703-771-2734

Loudoun County Economic Development
1 Harrison Street
Leesburg VA
Telephone: 703-478-8434 or 703-777-0426
Jobline: 703-777-0536

Manassas Economic Development
Telephone: 703-257-8223

Prince William County Economic Development
Telephone: 703-392-0330
Jobline: 703-792-4636

EMPLOYMENT SUPPORT GROUPS (CH 4)

For the latest information on support groups, contact the Employment Support Center.

Employment Support Center
711 Eighth Street NW
Washington, DC 20001
Telephone: 202-628-2919
Web site: www.angelfire.com/biz/jobclubs
E-mail: jobclubs@hotmail.com
Membership is \$25.00 for three months, \$50.00 for 12 months.

ECS members are also encouraged to attend a Career Group Network Session Tuesdays at noon. This two-hour session is held at the Georgetown Presbyterian Church, 3115 P Street NW. Bring a bag lunch. The session is led by a trained ESC facilitator. Call 202- 628-2919 for program topic and guest speaker information.

Alexandria Office on Women (for job-hunters, career changers, reentrants to the workplace, and those wishing to improve their work lives).
Telephone: 703-838-5030

The Capitol Hill Career Support Group meets on Monday evenings at the Lutheran Church of the Reformation at 222 East Capitol Street NE from 6:30 to 8:30 p.s. Call ESC at 202-628-2919 for program topic and speaker information.

See also **The Women's Center** below.

ENGLISH AS A SECOND/FOREIGN LANGUAGE RESOURCES (CH 8)

Adult Learning Resource Center - NEC Illinois
ESL Adult Education Service Center
1855 S. Mt. Prospect Road
Des Plaines, IL 60018
Telephone: 708-803-6420

Clearinghouse on Adult Education and Literacy
U.S. Department of Education
400 Maryland Avenue SW
Mary E. Switzer Bldg., Room 4428
Washington, DC 20202-7240
Telephone: 800-USA-LEARN

Three excellent resources are the *Bibliography of Resource Materials*,
Special Answers for Special Needs: A Guide to Available 353 Resources, and
the *List of Publishers of Adult Education Materials*.

Eric Clearinghouse on Languages and Linguistics (ERIC/CLL)
Center for Applied Linguistics
4646 40th Street NW
Washington, DC 20016-1859
Telephone: 202-362-0700
Web site: cal.org/public/contact.htm

Lists current ESL books and materials available by mail.

NAFSA Association of International Educators
1307 New York Avenue NW, 8th Floor
Washington, DC 20005-4701
Telephone: 202-737-3699
Web site: www.nafsa.org

Local Universities Offering ESL/EFL Programs

American University Department of Language and Foreign Studies
4400 Massachusetts Avenue NW
Washington, DC 20016-8045
Telephone: 202-885-2381
Web site: www.american.edu/tesol
Graduate Program in Linguistics M.A. degree and certificate
programs

George Mason University
4400 University Drive Fairfax, VA 22030
Center for Bilingual/Multi-cultural/ESL Education
Graduate School of Education

Telephone: 703-993-3688
Web site: www.gmu.edu/programs/esl
M.Ed., DA.Ed in Bilingual/Multi-cultural/ESL Education; M.Ed. in TESOL

George Mason University Department of English
Graduate Certificate in TESL
Telephone: 703-993-1180

Georgetown University
Department of Linguistics
479 Intercultural Center
Washington, DC 20057
Telephone: 202-687-5956
Web site: www.georgetown.edu/dept/linguistics
Certificate in TESOL; MAT in TESOL

Trinity College
125 Michigan Avenue, NE
Washington, DC 20017
Telephone: 202-884-9645
Web site: www.trinitydc.edu
English as a Foreign Language Maryland ESOL certification

University of Maryland, Baltimore Campus
Department of Education
Catonsville, MD 21228
Telephone: 410-455-3061
Web site: www.umbc.edu/esol
Bilingual/ESL Teacher Training Program M.A. in ESL; K-12 ESL certificate

University of Maryland, College Park
Department of Curriculum and Instruction
Harold Benjamin Room 2311
College Park, MD 20742
Telephone: 301-405-3324
Web site: www.inform.umd.edu/EDUC/Depts
M.Ed./PhD/Ed.D. in TESOL

University of Virginia
Northern Virginia Center
7054 Haycock Road
Falls Church, VA 22043
Telephone: 703-536-1123

Web site: <http://uva.ce.virginia.edu/northern>
ESL teacher training

Canadian Programs

The Canadian Modern Language Review
237 Hellems Avenue
Welland, Ontario L3B 3B8 Canada

Australia and New Zealand

The Editor, TEA News
Australia College of English
5-7 Raglan Street Maly,
New South Wales, Australia

The following organizations offer short-term intensive courses leading to the international certificate that can be used to teach ESL/EFL overseas:

International House
330 7th Avenue
New York, NY 10001
Telephone: 212-620-0760
Web site: www.studygroupintl.com

St. Giles College
One Hallidie Plaza, Suite 350
San Francisco, CA 94102
Telephone: 415-788-3552
FAX: 415-788-1923
Web site: www.stgiles-usa.com

EVALUATION OF FOREIGN EDUCATION CREDENTIALS (CH 5)

The following is a list of private organizations that provide foreign credentials evaluation services. Various fees are charged for both general and detailed evaluations. This listing should not be construed as an endorsement by the Family Liaison Office or the Department of State.

Center for Applied Research Evaluations and Education, Inc.
P.O. Box 20348
Long Beach, CA 90801
Telephone: 562-430-1105
E-mail: evalcaree@earthlink.net

Educational Credentials Evaluators, Inc.
P.O. Box 51470
Milwaukee, WI 53203-3470

Telephone: 414-289-3400
E-mail: eval@ece.org
Web site: www.ece.com

Educational Records Evaluation Service
777 Campus Commons Road, Suite 200
Sacramento, CA 95825-8309
Telephone: 916-565-7475
Web site: www.eres.com

Educational International, Inc.
29 Denton Road
Wellesley, MA 02482
Telephone: 781-235-7425
E-mail: edint@gis.net

E-Valuate
13003 New Austin Court, Suite 101
Herndon, VA 201751
www.e-valuate.com

Foreign Academic Credentials Service, Inc.
P.O. Box 400
Glen Carbon, IL 62034
Telephone: 618-288-1661
Specializing in accounting and other business areas.

Foundation for International Services
19015 N. Creek Pkwy #103
Bothell, WA 98011
Telephone: 425-487-2245

International Advisory Services
1200 112th Que NE Suite C189
Bellevue, WA 98004
Telephone: 425-688-1212

International Credentialing Evaluation Service
4355 Mathissi Place
Burnaby, B.C. Canada V5G 4S8
Telephone: 604-431-3402
Web site: www.ola.bc.ca/ices/ices2.html

International Education Research Foundation
Credentials Evaluation Service
P.O. Box 66940
Los Angeles, CA 90066
Telephone: 310-390-6276
E-mail: info@ierf.org
Web site: www.ierf.org

Josef Silny & Associates
International Education Consultants
P.O. Box 248233
Coral Gables, FL 33124
Telephone: 305-666-0233
FAX: 305-666-4133
E-mail: info@jsilny.com
Web site: www.jsilny.com

World Education Services, Inc.
P.O. Box 745 Old Chelsea Station
New York, NY 10113-0745
Telephone: 212-966-6311 or 800-937-3895
If mailing original documents send to:
568 Broadway, Room 301, New York, NY 10012

FEDERAL JOB SEARCH PUBLICATIONS (CH 6)

Federal Employment Bulletin

Macon, GA

Telephone: 912-757-3100

Federal Employment Bulletin is a biweekly listing of Federal job vacancies, listing jobs by grade and including a useful index of job titles.

Federal Jobs Digest

325 Pennsylvania Avenue SE

Washington, DC 20003

Telephone: 1-800-824-5000

Web site: www.jobsfed.com

A biweekly listing of Federal jobs as well as a Federal Jobs Kit.

Federal Research Service, Inc.

370 Maple Ave

Vienna, VA 22183-1059

Telephone: 703-281-0200 or 1-800-822-5027

FAX: 703-281-7639

Web site: www.fedjobs.com

Federal Career Opportunities, published biweekly, lists more than 3,400 jobs at the GS-5 through Senior Executive Service, jobs abroad, application process, and contact information. *Federal Career Insights* is published monthly. Web site is an online subscription database of current openings.

The Federal Times

Telephone: 703-750-7400

Web site: www.federaltimes.com

A weekly newspaper for Federal employees, it lists Federal job vacancies.

Federal Employees News Digest

PO Box 8550

Reston, VA 20195-2450

Telephone: 800-989-3363

Web site: www.FENDonline.com.

FAX: 703-648-0265

Publishes the *Federal Employees Almanac*, containing information on pay and benefits, job rights, and workplace policies and practices.

FOCUS CENTERS (Ch 7)

FOCUS Career Services

“The Metairie”

23 Rue Lesbroussart

150 Brussels, Belgium

Telephone: 011 32 2-646-65-30

FAX: 011 32 2-646-96-02

FOCUS Information Services

13 Prince of Wales Terrace

London W8, 5PG, UK

Telephone: 011-44-20-7937/7799

www.focus-info.org

INTERNET RESOURCES (CH 3)

Advanced Navigation Sites (Ch 3)

www.imagescape.com/helpweb/

www.lib.berkeley.edu/TeachingLib/Guides/Internet/FindInfo.html

www.december.com/web/text/

<http://people.ne.mediaone.net/walthowe/ilrntree.html>

<http://northernwebs.com/bc/>

Employment Web Sites (Ch. 3) [p49]

www.ajb.dni.us America’s Job Bank lists 2,000 State employment services offices.

www.careerbuilder.com A personalized service that provides free, confidential, and immediate access to employment opportunities. Includes career advice, a personal agent who automatically notifies you of jobs that match your search criteria.

www.careermag.com/ Contains a variety of job-search information. The Jobline Database contains job listings archived from major Internet newsgroups; is updated daily.

www.careermosaic.com Career Mosaic provides links to other career centers. A search engine allows searches of newsgroups and bulletin boards.

www.careerpath.com Career Path contains help-wanted ads from over 70 major newspapers.

www.careersite.com Career Site is a comprehensive employment service for both job hunters and employers. Uses virtual agents and virtual recruiters to find jobs or employees. Totally confidential.

www.careers.org The Career Resource Center site. Career directory with links to over 11,000 sites in the United States, Canada, U.K., Australia, Japan, and other countries.

www.cweb.com Career Web is a global recruiting service, listing jobs worldwide that can be accessed for free.

www.careerwomen.com Career Women is an online career center providing news, advice, resources, and interview tips as well as a job bank, resume bank, and job postings bank.

www.dbm.com/jobguide The Riley Guide is the authoritative guide to career resources available on the Internet, including how to make the best use of it in your job search. Contains resources for women, minorities, and other affinity groups and audiences. Links to Feminist Career Center, Find-A-Job from the Women's Connection, Women in Technology International and WWWomen. Within this site, there is an international job source page with job listings by country and region.

www.HotJobs.com A web site for both job-seekers and job-fillers. HotJobs.com publishes a list of companies that can see your resume so that you can control who sees it. It also provides a personal search agent, a message board, and free e-mail to protect your privacy

www.jobtrak.com Jobtrak works with more than 700 college career centers to connect students and alumni with job opportunities.

www.monster.com The Monster Board can search for jobs in the United States and over 50 foreign countries. Also includes helpful articles on a number of topics including networking, women and minorities, resume and interviewing tips, career tips, company information.

Family Friendly Web Sites

www.aboutwork.com (About Work) A rich resource on how to be self-employed, including links to sites with tax information and marketing yourself. Includes a chat room for those who work at home.

www.brighthorizons.com (Bright Horizons) This site provides information for corporations on how to attract and retain family-focused employees.

www.women.com (Women's Wire) Career experts share advice, instruction and anecdotes about career issues that women face, including part-time work, the glass ceiling, job-sharing, and mommy tracks.

www.workingmother.com (Working Mother) This site evaluates thousands of companies based on pay, advancement of women, and family friendly policies such as flextime.

Federal Government Job-Related Web Sites (CH 6)

www.usajobs.opm.gov Office of Personnel Management web site.

www.state.gov/www/careers/index.html Department of State employment web site.

www.jobsfed.com Federal Jobs Digest

www.fedjobs.com Federal Research Center Federal Jobs Central

www.fedworld.gov FedWorld Information Network

www.lib.lsu.edu/gov/fedgov.html Louisiana State University Federal Government Agencies

www.infoctr.edu/fwl/ Federal Web Locator

HTML Training Courses (CH 8)

Computer Institute
1335 Rockville Pike
Rockville, MD
Telephone: 301-424-0044
Web site: www.computerinstitute.com

EEI Communications
66 Canal Center Plaza, Suite 500
Alexandria, VA
Telephone: 703-683-7453 or 703-683-0683
Web site: www.eecom.com

George Washington University Center for Career Education
2029 K Street NW
Washington, DC
Telephone: 202-973-1150, 202-973-7698, or 202-973-1175
Web site: www.gwu.edu/cce

Knowlogy
105 West Broad Street 5th Floor
Falls Church, VA 22046
Telephone: 703-532-1000
Web site: www.knowlogy.com

University of Virginia Northern Virginia Center
7054 Haycock Road
Falls Church, VA
Telephone: 703-536-1105
Web site: www.uvace.virginia.edu/northern

USDA Graduate School
600 Maryland Avenue SW
Washington, DC 20024
Telephone: 202-314-3400
Web site: www.grad.usda.gov

WestLake Internet Training (three locations)
2440 Wilson Blvd, Arlington, VA
Telephone: 703-522-6500

4445 Wisconsin Avenue NW
Washington, DC
Telephone: 800-357-2320

1720 I Street NW 9th Floor
Washington, DC 20006-3704
Web site: www.westlake.com

National Online Services (CH. 3)

America Online www.aol.com 1-800-827-6364
AT&T Worldnet www.att.net 1-800-967-5363
CompuServe www.compuserve.com 1-800-848-8199
Earthlink www.earthlink.net 1-800-395-8425
Microsoft Network www.msn.com 1-800-373-3676
Prodigy www.prodigy.com 1-800-776-3449
WebTV www.webtv.com 1-800-469-3288

Search Engines (CH. 3)

www.alltheweb.com The biggest search engine tracking more than 200 million URLs.
www.ask.com The Ask Jeeves search engine allows you to form your query in terms of a real question (“What companies are currently hiring editors?”)
www.directhit.com This engine targets web sites based on how many others have picked it.
www.google.com This engine ranks sites based on how many pages link to that site.
www.realnames.com This engine searches based on real names (IBM, Star Trek, Britney Spears etc.).

INTERNATIONAL TEACHING RESOURCES (CH 7)

The African Studies Association
Rutgers University
132 George Street
New Brunswick, NJ 08901
Telephone: 732-932-8173
Publishes a newsletter and maintains listings of research, study, and job opportunities.

Association of American Schools in South America, Inc.
14750 NW 77th Ct Suite 210
Miami Lakes, FL 33016
Telephone: 305-821-0345
Web site: www.aassa.com

Chronicle of Higher Education
1255 - 23rd Street NW
Washington, DC 20037
Telephone: 202-464-0059
Web site: <http://chronicle.com>
Publishes a weekly newspaper with a large classified section advertising teaching positions overseas.

Council for International Exchange of Scholars
3007 Tilden Street NW, Suite 5-L
Washington, DC 20008-3097
Telephone: 202-686-4000
FAX: 202-362-3442
Web site: <http://www.cies.org>

Department of Education
40 Maryland Ave SW Room 1E102
Washington, DC 20202
Telephone: 202-401-2000
Web site: www.ed.gov/job/jobopenings

European Council of International Schools (ECIS)
21 Lavant Street,
Petersfield Hampshire
GU32 3EC, England
Telephone: 44 (0) 1730 268244
Publishes *The International Schools Directory*, an annual directory of independent international schools in Europe. Distributed in the United States by Peterson's Guides, P.O. Box 2123, Princeton, NJ 08543-2123.

Field Services
Edinboro University, Edinboro, PA 16444
Telephone: 814-732-2804
FAX: 814-732-2268
Web site: www.edinboro.edu

Friends of World Teaching
P.O. Box 84480
San Diego, CA 92138-4480
Telephone: 800-503-7436 or 619-224-2365

Fulbright Teacher Exchange Program
Attn: USDA
600 Maryland Avenue SW Room 320
Washington, DC 20024-2520

Telephone: 800-726-0479 or 202-619-4556
Web site: www.grad.usda.gov/international/fftep.html

Institute of International Education
809 United Nations Plaza
New York, NY 10017
Telephone: 212-883-8200
FAX: 212-984-5452
Web site: www.iie.org

The International Educator's Institute
P.O. Box 513
Cummaquid, MA 02637
Telephone: 508-580-1880
FAX: 508-362-1411
Web site: www.tieline.com

A nonprofit professional association serving over 35,000 teachers and administrators, publishes *The International Educator (TIE)*, a quarterly newsletter containing employment opportunities in nearly 200 American and international schools.

International Schools Services (ISS)
15 Rosgel Road, P.O. Box 5910
Princeton, NJ 08543
Telephone: 609-452-0990
FAX: 609-452-2690
E-mail: iss@iss.edu
Web site: www.iss.edu

Publishes *The ISS Directory of Overseas Schools* yearly. Distributed in the United States by Peterson's Guides, P.O. Box 9339, Princeton, NJ 09543-2123

National Association of State Directors of Teacher Education Certification (NASDTEC)
39 Nathan Ellis Highway PMB #134
Mashpee MA 02649-3267
Telephone: 508-539-8844
FAX: 508-539-8868
Publishes the manual on Certification and Preparation of Educational Personnel in the United States.

Office of Overseas Schools (A/OPR/OS)
Room H328 SA-1
Department of State Washington, DC 20522-2902
Telephone: 202-261-8200

FAX: 202-261-8224

E-mail: OverseasSchools@state.gov

Web site: www.state.gov/www/about_state/schools/index.html

The American-sponsored overseas schools assisted by the Department of State are independent, nongovernment schools sponsored by Americans or in which American citizens have considerable interest. Since these are private institutions, they are responsible for hiring their own teachers and staff. A/OS publishes a list of schools worldwide receiving assistance from the Department of State. A/OS also publishes Overseas American-Sponsored Elementary and Secondary Schools Assisted by the U.S. Department of State yearly. (8/24/99)

Teacher Placement Service

9689 A Main Street

Fairfax, VA 22031

Telephone: 703-323-1278

Web site: <http://users.erols.com/geai/tpsdbro.htm>

University of Northern Iowa (UNI)

Overseas Placement Service for Educators

Student Services Center, Room 19

Cedar Falls, IA 50614-0390

Telephone: 319-273-2083

FAX: 319-273-6998

NONPROFIT OVERSEAS OPPORTUNITIES (CH 7)

The following organizations can provide information on opportunities, paid or voluntary, in foreign countries.

Council of International Programs (CIP)

1030 Euclid Avenue, Suite 410

Cleveland, OH 44115

Telephone: 216-566-1088

Web site: cipusa.org

Euro Action ACORD (EA-A)

Francis House, 3rd Floor,

Francis Street

London, SW1P 1DQ, United Kingdom

Foster Parents Plan International

155 Plan Way, P.O. Box 400

Warwick, RI 02887

Telephone: 800-655-7787

Institute of International Education
809 United Nations Plaza
New York, NY 10017
Telephone: 212-687-8716
Web site: www.iie.org

International Coalition for Development Action (ICDA)
RueStevin 115
1000 Brussels, Belgium
Telephone: 32-2-230-0430
E-mail: icda@skynet.be
Web site: www.icda.be

International Council of Voluntary Agencies
48 Chemin du Grand Montfleury
1290 Versoix, Switzerland
Telephone: 41-22-950-9600
Web site: www.lcva.ch

International Voluntary Services, Inc. (IVS)
1424 - 16th Street NW, Suite 504
Washington, DC 20036
Telephone: 202-387-5533
E-mail: ivs.inc@erols.com

Kenya Voluntary Development Association
P.O. Box 48902
Nairobi, Kenya

Thomas A. Dooley Foundation/INTERMED U.S.A., Inc.
420 Lexington Avenue, Suite 2428
New York, NY 10170
Telephone: 212-687-3620
E-mail: dooleyfdn@aol.com

UNA International Service
3 Whitehall Court
London, SW1P 1DQ, United Kingdom

Voluntary Service Overseas (VS)
317 Putney Bridge Road
London, W15 2PN CC No 313757,
United Kingdom
Telephone: 011 44 181-780-7200
Or 011 44 181-780-2266

Volunteers in Technical Assistance (VITA)
1815 North Lynn Street, Suite 200
P.O.Box 12438
Arlington, VA 22209
Telephone: 703-276-1800
E-mail: vita@vita.org

OVERSEAS BRIEFING CENTER (CH 1)

Overseas Briefing Center Rm. E2126
National Foreign Affairs Training Center
4000 Arlington Blvd.
Arlington VA 22204-1500
Telephone: 703-302-7268 (Course Registration)
Telephone: 703-302-7276 (Information Center)
FAX: 703-302-7452
State Department Intranet site for FSI: <http://fsiweb.fsi/>

OVERSEAS EMPLOYMENT RESOURCES (CH 7)

U.S. Chamber of Commerce
1615 H Street NW
Washington, DC 20062-2000
Telephone: 202-659-6000
Publishes *Employment Abroad: Facts and Fallacies* that discusses considerations in looking for overseas jobs, job-search techniques, bibliographic references.

Voluntary Assistance Bureau
Private Voluntary Cooperation Office.
American Friends Service Committee
1501 Cherry Street
Philadelphia, PA 19102-1479
Telephone: 215-241-7105 or 215-241-7107 (general information)
Publishes *International Resource and Agency List*, a list of resources and agencies reporting opportunities for employment or voluntary service abroad.

Uniworld Business Publications, Inc.
257 Central Park West, Suite 10A
New York, NY 10024
Telephone: 212-496-2448
Web site: www.uniworldbp.com

Publishes the following resources:

- Directory of American firms operating in foreign countries. Covers 4,200 firms operating more than 15,000 foreign business enterprises. Contains an alphabetical index, geographical index, and a product index. Individual country volumes also available.
- Directory of foreign firms operating in the United States.

PERSONAL ENRICHMENT OPPORTUNITIES (CH 12)

American University, Institute for Learning in Retirement
Special Programs Advising Center
4400 Massachusetts Avenue NW
Washington, DC 20016
Telephone: 202-885-3920

Art League School
Torpedo Factory Art Center
105 North Union Street
Alexandria, VA 22314
Telephone: 703-683-2323

Catholic University's Division of Musical Arts
620 Michigan Avenue NE
Washington, DC
Telephone: 202-319-5223

Corcoran School of Art and Design
17th Street and New York Avenue NW and
1801 35th Street NW
Washington DC 20006
Telephone: 202-639-1800

Gallaudet University
College for Continuing Education
800 Florida Avenue NE
Washington, DC 20002
Telephone: 202-651-6044
Web site: gallaudet.edu/nccweb/

Glen Echo Park
7300 MacArthur Blvd
Glen Echo, MD 20812
Telephone: 301-492-6266
Web site: www.nps.gov/glec

Jewish Community Center of Greater Washington
6125 Montrose Road
Rockville MD 20852
Telephone: 301-881-0100

Levine School of Music
2801 Upton Street NW
Washington, DC 20008
Telephone: 202-686-9772
Web site: www.levineschool.org

Maryland Public Television
College of the Air
11767 Owings Mills Blvd.
Owings Mills, MD 21117
Telephone: 1-800-223-3678 or 410-581-4323
Web site: www.mpt.org

Montgomery College Continuing Education
Route 355 and Mannakee Street
Rockville MD 20850
Telephone: 301-279-5188
Web site: www.montgomerycollege.com

Smithsonian Associates
Smithsonian Institution
Washington, DC 20560
Telephone: 202-357-3030
FAX: 202-786-2034
Web site: www.si.edu/tsa/rap
E-mail: rap@tsa.si.edu

University of the District of Columbia
Division of Continuing Education
Bldg. 38, Room 207
4200 Connecticut Avenue NW
Washington, DC 20008
Telephone: 202-274-6675
Web site: <http://udc2.org/index-b.htm>

The Writer's Center
4508 Walsh Street
Bethesda, MD 20815
Telephone: 301-654-8664

RECREATION DEPARTMENTS, WASHINGTON AREA (CH 1)

Washington, DC Recreation and Parks Department
3149 16th Street NW
Washington, DC 20010
Telephone: 202-673-7660

Maryland

Anne Arundel Parks and Recreation
Route 1, Box 1144
Port Tobacco, MD 20677
Telephone: 301-261-8036

Charles County Parks and Recreation
1210 East Charles Street
La Plata, MD 20646
Telephone: 301-934-5423

Howard Recreation and Parks Department
7120 Oakland Mills Road
Columbia, MD 21046
Telephone: 410-313-4700

Montgomery Department of Recreation
12210 Bushey Drive
Silver Spring, MD 20902
Telephone: 240-777-6800 (or 240-773-6800)

Prince Georges Maryland National Capital Parks Commission
6600 Kenilworth Avenue
Riverdale, MD 20737
Telephone: 301-699-2407

Virginia

Alexandria Department of Recreation
1108 Jefferson Street
Alexandria, VA 22314
Telephone: 703-838-4343

Arlington Recreation Division
300 North Park Drive
Arlington, VA 22203
Telephone: 703-228-4747

Fairfax City Department of Recreation
3730 Old Lee Highway
Fairfax, VA 22030
Telephone: 703-385-7858

Fairfax County Community and Recreation Services
12011 Government Center Parkway, Suite 1050
Fairfax, VA 22035
Telephone: 703-324-5570
FAX: 703-222-9792

Falls Church City Recreation and Parks
223 Little Falls Street
Falls Church, VA 22046
Telephone: 703-248-5077

Herndon Parks and Recreation
814 Frendale Avenue
Herndon, VA 20170
Telephone: 703-435-6867

Leesburg Parks and Recreation
50 Ida Lee Drive NW
Leesburg, VA 20176
Telephone: 703-777-1262
Web site: www.parksandrec.leesburgva.org

Loudoun Parks and Recreation
18 North King Street
Leesburg, VA 22075
Telephone: 703-478-8407

Manassas Park Parks and Recreation
99 Adams Street
Manassas Park, VA 20111
Telephone: 703-335-8871
Web site: www.ci.manassas-park.va.us/parksrec

Prince William County Park Authority
14420 Bristow Road
Manassas, VA 20112
Web site: www.pwcparks.org

SCHOOL SYSTEMS, ADULT EDUCATION

Washington, DC

Vocational Adult Education
1709 3rd Street NE
Washington, DC 20002
Telephone: 202-576-6308 ok
FAX: 202-576-7899
Web site: www.k12.dc.us

Maryland

Montgomery County Alternative Programs
12518 Greenly Street
Silver Spring, MD 20906
Telephone: 301-929-2025 or 301-292-6838/6940
FAX: 301-929-2099
Web site: www.mcps.k12.md.us

Prince Georges Adult Education (ESL and GED only)
6360 Oxen Hill Road
Oxen Hill, MD 20745
Telephone: 301-749-4710 (continuing education)
FAX: 301-749-4716

Virginia

Alexandria Public Schools Adult Education Department
3330 King Street
Alexandria, VA 22302
Telephone: 703-824-6845
FAX: 703-824-6902

Arlington County Adult Education Department
Clarendon Education Center
2801 Clarendon Blvd.
Arlington, VA 22201
Telephone: 703-228-7200
FAX: 703: 358-7205
Web site: www.co.arlington.va.us

Fairfax County Adult and Community Education
5775 Spindle Court
Centreville, VA 22030
Telephone: 703-227-2206

FAX: 703-227-2327
Web site: <http://pen.k12.va.us>

Falls Church Community and Adult Education
7124 Leesburg Pike
Falls Church, VA 22043
Telephone: 703-248-5686

Loudoun County Adult Education
102 North Street
Leesburg, VA 20176
Telephone: 703-771-6406
FAX: 703-771-6409

Prince William Adult Learning Center
P.O. Box 389
Manassas, VA 20108
Telephone: 703-791-7357

SMALL AND HOME-BASED BUSINESS RESOURCES

American Association of Home-Based Businesses, (AAHBB)
P.O. Box 10023
Rockville MD 20849
Telephone: 202-310-3130
Send #10 SASE marked membership info or start-up info to the
above address

Arlington Small Business Development Center
George Mason University Arlington Campus
4001 North Fairfax Drive, Suite 650
Arlington, VA 22203-1616
Telephone: 703-993-8128
FAX: 703-993-8130
Web site: www.gmu.edu/departments/iigmarlsbdc.html

Entrepreneurship Center
George Mason University
4400 University Drive
Fairfax, VA 22030
Telephone: 703-993-2130
Training workshops, seminars, and business counseling for current
and prospective small-business owners.

Fairfax County Virginia offers many services to businesses seeking to locate, expand, or relocate operations. See the Fairfax County web site at www.eda.co.fairfax.va.us/fceda/

Homeworking Mothers

P.O. Box 423

East Meadow, NY 11554

Telephone: 516-997-7394

Web site: www.homeworkingmom.com

Quarterly newsletter for women who want to start their own businesses and work from their homes.

National Alliance of Home-Based Business Women

P.O. Box 306

Midland Park, NJ 07432

Telephone: 201-432-9131

A national nonprofit organization formed in 1981 to address the isolation of home-based business women by providing networking, seminars, conventions, and a monthly newsletter.

National Association for the Cottage Industry

P.O. Box 14460

Chicago, IL 60614

Telephone: 773-472-8116

A source of information for those working from home.

National Foundation for Women Business Owners

1411 K Street NW, Suite 1350

Washington, DC 20005-3407

Telephone: 202-638-3060

FAX: 202-638-3064

Web site: www.nfwbo.org

E-mail: nfwbo@worldnet.att.net

Northern Virginia Chapter of AAHBB Hotline

Telephone: 703-442-6295

Home-Based Business Connection

Telephone: 703-827-7939

Web site: www.imagedevelopers.com/hbc

Small Business Development Center

Howard University School of Business

2600 6th Street NW, Room 128

Washington, DC 20059

Telephone: 202-806-1550

Provides management and technical assistance to small-business owners through counseling, training, publications, and a television series on Channel 32.

Small Business Reporter Bank of America
Department 3401, P.O. Box 37000
San Francisco, CA 94137
Free catalog on booklet series covering various businesses.

TELECOMMUTING CENTERS, WASHINGTON AREA

1-800-745-7433 or checking the company web site, www.commuterconnections.org.

District of Columbia

Executive Office Club
1025 Connecticut Avenue NW, Suite 1012
Washington, DC 20036
Telephone: 202-857-9700
FAX: 202-857-9799
Web site: www.houroffice.com

Central Maryland

Bowie Telework Center
Bowie State University, Thurgood Marshall Library
14000 Jericho Park Road
Bowie MD 20715
Telephone: 301-352-4390
FAX: 301-352-4513
Web site: www.tc.bowiestate.edu

Frederick Telework Center
7340 Executive Way, Suite M
Frederick MD 21704
Telephone: 301-698-2700
FAX: 301-696-2848
Web site: www./ibusys.net/telework.htm

Hagerstown Telemark Center
14 North Potomac Street, Suite 200
Hagerstown, MD 21740
Telephone: 301-745-5601
FAX: 745-5700
Web site: <http://pilot.wash.lib.md.us/telework>

Laurel - National Guard Learning/TeleCenter
8601 Odelle Road
Laurel, MD 22708
Telephone: 410-429-4514
FAX: 410-429-2986

Reisterstown - National Guard TeleCenter
13610 Desert Storm Land
Reisterstown, MD 21136
Telephone: 410-429-4514
FAX: 410-429-2986

White Oak Telework Center
12200 Cherry Hill Road
Silver Spring, MD 20904
Telephone: 301-352-4390
FAX: 301-352-4513

Southern Maryland Regional Centers

Telephone: 301-870-5008, ext. 7628 or 301-934-7628
FAX: 301-934-7617 Web site: <http://pilot.wash.lib.md.us/telework>

Calvert Intele Work Center
110 South Solomon's Island Road
Prince Frederick MD 20678

Laurel Lakes Telecommuting Center
Laurel Lakes Corporate Center
13962 Baltimore Blvd.
Laurel, MD 20707

Waldorf InTele Work Center
128 Smallwood Village Shopping Center
Waldorf, MD 20602

Virginia

George Mason University Telework and Training Centers

Web site: <http://pilot.wash.lib.md.us/telework>
E-mail: telework@gmu.edu

Fairfax TCC
4031 University Drive, First Floor
Fairfax, VA 22030
Telephone: 703-279-3300

Herndon TCC
768 Center Street
Herndon Fortnightly Library Building
Herndon VA 20170
Telephone: 703-318-1720

Sterling/Loudoun County TCC
100 Carpenter Drive, Suite 103
Sterling VA 20166
Telephone: 703-709-5500

Manassas Telecommuting Center
9500 Godwin Drive, Building 105
Manassas, VA 20110
Telephone: 703-367-3000
FAX: 703-367-0126
Web site: www.imco.com.manassas/telecommute

Spotsylvania County Regional Telecommuting Center
10799 Columbia Drive
Fredericksburg, VA 22408
Telephone: 540-710-5001
FAX: 540-710-5004

Stafford County Regional Telecommuting Center
2721 Jefferson Davis Highway, Suite 111
Stafford, VA 22554
Telephone: 540-710-5001
FAX: 540-710-5004

Woodbridge Telework Center
13546 Minnieville Road
Woodbridge, VA 22192
Telephone: 540-710-5001
FAX: 540-710-5004

Shenandoah Valley TeleBusiness Center
13 North Loudoun Street
Winchester, VA 22601
Telephone: 540-678-1909
FAX: 678-1939

West Virginia

Jefferson County TeleCenter
401 South Fairfax Blvd.
Ranson, WV 25438
Telephone: 304-728-3051
FAX: 304-728-3068
Web site: www.jctc.org

USDA GRADUATE SCHOOL (CH 3)

600 Maryland Avenue SW, Suite 280
Washington, DC 20024-2520
Telephone: 202-314-3400
FAX: 202-479-4970
E-mail: nctc@grad.usda.gov
Web site: www.grad.usda.gov

VOLUNTEER RESOURCES (CH 11)

Association for Volunteer Administration
3108 N Parham Road #2006
Richmond, VA 23294
Telephone: 804-346-2266
Web site: www.avaintl.org/

Greater Washington Volunteer Clearinghouses

District of Columbia

Greater DC Cares
1201 New York Avenue NW, Suite 150
Washington, DC 20005
Telephone: 202-289-7378
E-mail: gdccares@aol.com
Web site: www.dc-cares.org

Maryland

Maryland Governor's Office of Volunteerism
300 West Preston Street Room 608
Baltimore, MD 21201
Telephone: 410-767-4496

Montgomery County Volunteer Center
401 Hungerford Drive, 1st floor
Rockville, MD 20850
Telephone: 301-217-4949
Web site: www.co.mo.md.us/services/volunteer

Prince George's Volunteer Center
5012 Rhode Island Avenue
Hyattsville, MD 20781
Telephone: 301-699-2800
FAX: 301-699-2806

Virginia

Alexandria Volunteer Bureau
2210 Mount Vernon Avenue
Alexandria, VA 22301
Telephone: 703-836-2176
E-mail: avb@pop.dn.net
Web site: <http://home.dn.net/~avb/>

Arlington Volunteer Office
#1 Courthouse Plaza, Suite 310
2100 Clarendon Blvd.
Arlington, VA 22201
Telephone: 703-228-3222
Web site: www.co.arlington.va.us/cmo/volunteer

Fairfax County Volunteer Center
10530 Page Avenue
Fairfax, VA 22030
Telephone: 703-246-3460
Web site: www.btg.com/volsrus

Loudon Volunteer Center and Leadership
Telephone: 703-777-0113

Prince William Voluntary Action Center
9300 Peabody Street, #108
Manassas, VA 22110
Telephone: 703-369-5292
Web site: www.pwcweb.com/VAC/

WOMEN'S CENTER (CH 1) (CH 4)

Web site: www.thewomenscenter.org

Vienna Office
133 Park Street NE
Vienna, VA 22180
Telephone: 703-281-2657
FAX: 703-242-1454

WRITING, EDITING, AND PUBLISHING RESOURCES (CH. 8)

AAFSW Authors' Roundtable

Contact Valerie Morris

Telephone: 703-370-7361

E-mail: taftmorris@aol.com

Support group for members of the Associates of the American Foreign Service Worldwide (AAFSW). Holds regular meetings in Washington to provide support, information, and constructive criticism to new and published writers.

AAFSW Writers Group

Contact Lucil Klontz at 202-686-1820 or Sally Montenari at 703-765-7163.

The original writers' support group for members of the Associates of the American Foreign Service Worldwide (AAFSW). Holds regular meetings in Washington to provide support, information, and constructive criticism. Group is limited to 14.

Investigative Reporters and Editors

University of Missouri School of Journalism

138 Neff Annex

Columbia, MO 65211

Telephone: 573-882-2772

E-mail: info@ire.org

Web site: www.ire.org

Sponsors seminars on investigative reporting and use of public documents; holds from four to eight workshops a year. Publishes the IRE Journal, Reporter's Handbook, The Best of IRE, monographs, and a tabloid featuring articles on how to investigate individuals, governments, businesses, and other institutions.

Creative Training Techniques

Bill Communications

50 South Ninth Street

Minneapolis, MN 55402-9937

Telephone: 612-333-0471

Web site: www.trainingsupersite.com
Newsletter of tips, tactics, and how-tos for delivering effective training.

The Editorial Eye Editorial Experts, Inc
66 Canal Center Plaza, Suite 200
Alexandria, VA 22314-5507
Telephone: 703-683-0683
FAX: 703-683-4915
Web site: www.eeicommunications.com
Monthly professional newsletter on editorial subjects.

Info-Line ASTD
1640 King Street Box 1443
Alexandria, VA 22313-2043
Telephone: 703-683-8100 or 800-628-2783
A series of practical booklets, published monthly, offering useful, how-to information for human resource development professionals.

International Association of Business Communicators
1 Halidie Plaza, Suite 600
San Francisco, CA 94102
Telephone: 415-544-4700
Web site: www.iabc.com
For communications managers, public relations directors, writers, editors, audiovisual specialists, and others in the organizational communications field.

International Women's Writing Guild
Box 810, Gracie Station
New York, NY 10028-0082
Telephone: 212-737-7536
Women writers in 24 countries interested in expressing themselves through the written word professionally and for personal growth.

Public Relations Society of America
33 Irving Place, 3rd Floor
New York, NY 10003-2376
Telephone: 212-995-2230
Public relations practitioners in business and industry, counseling firms, government, associations, hospitals, schools, and nonprofit organizations.

Society for Technical Communication
901 North Stuart Street, Suite 904
Arlington, VA 22203
Telephone: 703-522-4114
Writers, editors, educators, scientists, engineers, artists, and publishers engaged in technical communications.

Washington Independent Writers, Inc.
220 Woodward Building 733 - 15th Street NW
Washington, DC 20005
Telephone: 202-347-4973
Web site: washwriter.org

Washington Romance Writers
P.O. Box 21311, Kalorama Station
Washington, DC 20009
Although focusing on romance writing, has information and resources on general writing.

Women in Advertising and Marketing
4200 Wisconsin Avenue NW, Suite 106-238
Washington, DC 20016
Telephone: 301-369-7400

The Writer
120 Boylston Street
Boston, MA 02116-4615
Telephone: 617-423-3157
Monthly magazine of practical articles for writers on how to write for publication. Also sells books on writing.

The Writer's Center
4508 Walsh Street
Bethesda, MD 20815
Telephone: 301-654-8664
Offers workshops on a variety of topics, including fiction, nonfiction, poetry, the novel, stage and screen, children's literature, business writing.

Writer's Digest
1507 Dana Avenue
Cincinnati, OH 45207
Telephone: 513-531-2222
Monthly magazine about writing and publishing. Also sells books on writing.