



Hotline

For Returned Volunteers/
From the Office of Domestic Programs

Hot Resources

Highlights

Free online passwords to job bulletins. For more information, see page 19.

Register for Peace Corps Week 2008! For more information, see page 21.

RPCV Career Event, February 26-29. For more information, see page 22.

Free SIG3 career assessment software and NPCA membership. For more information, see page 23.

Peace Corps Hotline

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To place job announcements, visit www.peacecorps.gov/rpcv/hotline or contact
Peace Corps
Returned Volunteer Services
Phone: 202.692.1430 or
800.424.8580, ext. 1430
E-mail: hotline@peacecorps.gov
Fax: 202.692.1421

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Peace Corps Week: Telling Your Story to Transition Back and Land a Job

By: Jodi Hammer, RPCV Career Center Coordinator (RPCV Ecuador, 1994-97)



Many of you are undoubtedly venturing into the infamous post-Peace Corps readjustment phase that most RPCVs talk so much about, struggling to reconcile the disparity between the simple, yet meaningful life you left behind in the distant land of your Peace Corps service and the mind-boggling complexity and pressure of post-Peace Corps life here in the States. Working hard to create a new home and facing the fact that your readjustment money is running out quickly leads to yet another pressure—that of having to get a job...and SOON! It's enough to make you consider running back to your dear little *pueblo* you just recently left behind, but for most of us, that's just not an option. So we do our best to deal with what comes, as difficult as it seems sometimes, and to move forward. But frustrating scenes like the following seem to come up time and time again, which thwart that process.

Scenario: You're at some social event—or in the bank, in the elevator, or wherever else you might run into people who realize you just returned from

Peace Corps. And here comes the infamous question (the one that may cause more frustration and heartache than any other single question in the universe, at least for RPCVs): "WOW, SO HOW WAS YOUR PEACE CORPS EXPERIENCE?!" After responding to this question a few times, the cynic in you might see this inquiry as a misleading one, as it seems to indicate a real sense of interest far beyond the 20- to 30-second time period that encompasses the attention span of your listener. However, you might consider instead that this seeming lack of interest may be as much a reflection of the listener's inability to fully "get" the Peace Corps experience. In other words, the key to reducing at least part of readjustment frustration may come down to the age-old art of storytelling—*how* to tell your Peace Corps stories in a way that is engaging and facilitates an understanding by the non-RPCV. If done appropriately, storytelling can not only reduce your frustration by allowing you to avoid the glazed-over look from your audience, it can also ease your transition, and perhaps even land you an awesome job! Following are

a few tips related to effective storytelling.

Tip #1: Respond to questions about your service in brief, targeted sound bites: two to four short, compelling sentences, maybe fewer! Perhaps start off by acknowledging how difficult it is to reply concisely to that question—"Wow, it's hard to put it into words how life-changing it was. I spent two years working in a rural village of Ecuador with 10 mothers' groups on child survival and health and HIV/AIDS prevention. It was an amazing experience." [*PERIOD. Pause and take a breath.*] This allows the interested listener to digest what you've said, and, if interested in hearing more, to follow up with another question like, "Wow, so what exactly did you do related to child survival and health?" To which you would respond again with a few targeted sentences MAX. [*Pause and BREATHE again.*] This will allow your listener to take in the information in a digestible form and/or change the subject when they wish, no hard feelings, no sense of rejection! The key is in putting the information out there in SMALL sound bites.



Public Sector

IT DEPLOYMENT SUPPORT • DC

Temporary position available with Peace Corps' Office of the CIO. Position runs 13-14 months. Duties: serves as deployment assistant on overseas IT deployment trips; provides support to deployment team and overseas posts at headquarters while not on travel; trips overseas are four to six weeks in length. Qualifications: experience with computer and/or network installation and configuration; experience with Windows 2003, Exchange 2003, and/or Cisco preferred; relocation to Washington, D.C. area required. Deadline: 2/18/2008. For more information and to apply, e-mail lbair@peacecorps.gov.

IT SPECIALIST (DPC7-A0275-LH) • DC

Position available with the Peace Corps' Office of the CIO. Duties: serves as part of a small and specialized team responsible for the design, engineering, and review of the agency's information technology infrastructure; occasional travel to Peace Corps' regional offices and posts may be required. Qualifications: strong background in Windows Server, Cisco Networking, and/or Online Collaboration solution development; strong written, verbal, and technical skills; ability to work independently and as part of a team on highly complex technical projects; experi-

ence with project management and/or IT training preferred. Deadline: 2/4/2008. For more information and to apply, e-mail amewilliams@peacecorps.gov; website: www.peacecorps.gov/jobs.

INTERNSHIP PROGRAM MANAGER • New York City

Position available with New York City Outward Bound. Duties: identifies and secures sponsors for internship program; designs and coordinates program to ensure that students are prepared and supported; recruits and hires staff or volunteers; creates systems and procedures to effectively manage students' internships; sets up and manages savings accounts. Qualifications: strong communication, organization, and computer skills; demonstrated attention to detail; ability to manage program and staff while coordinating public and private sector and school relationships; experience with data management, program management, training, and teaching experience; MA/MS preferred. Deadline: 3/1/2008. For more information and to apply, e-mail bkimmel@schools.nyc.gov; phone: 212.781.0524; website: <http://nycoutwardbound.org/schools/washington.html>.

AREA EXTENSION AGENTS • Cheyenne Wells and Lamar, CO

Positions available with Colorado State University Extension. Duties: provide leadership,

guidance, direction, and implementation of 4-H Youth Development programs; work with staff in two counties; coordinate with staff in the southeast area and region. Qualifications: MA/MS required; background in behavioral sciences, particularly in the areas of youth and human development; experience and demonstrated ability working with youth and youth organizations; understanding of youth development and program management; demonstrated capacity to recruit, train, and manage volunteers and advisory groups. Deadline: 2/11/2008. For more information and to apply, call 970.491.1617; website: www.ext.colostate.edu/coop/jobsmenu.html.

COMMUNITY, NATURAL RESOURCE, AND ECONOMIC DEVELOPMENT EDUCATOR • Ozaukee County, WI

Position available with University of Wisconsin Extension. Duties: helps Ozaukee County communities address their community and comprehensive land use programming, economic development and tourism, and local government education challenges, as well as their interests related to natural resources; collaborates and helps citizens, civic groups, businesses, and local governments identify critical local concerns in these areas and possible solutions; plans, implements, teaches, and evaluates culturally competent educational programs that build understanding and lead to improved decision-making, leadership skills, economic development, land-use planning, and consensus building. For more information and to apply, visit www.uwex.edu/ces/hr.

EXTENSION AGENTS • Ellsworth, Emporia, and Olathe, KS

Positions available with K-State Research and Extension. Duties: provide primary leadership in the development, dissemination, and implementation of research-based educational programs to support successful families and the systems that serve them in communities. Qualifications: BA/BS with major coursework required; relevant professional development and experience; MA/MS preferred. Deadline: 2/4/2008. For more information and to apply, e-mail swarner@ksu.edu; phone: 785.532.5790; website: www.oznet.ksu.edu/jobs.

CONFLICT AND NATURAL RESOURCES SPECIALIST • DC

Position available with Department of Agriculture. Duties: provides technical services in support of USAID's efforts in conflict-related programming; assists with applied research and analysis, training, and information dissemination. Qualifications: MA with emphasis on conflict studies, international relations, public ad-

HOT! OPPORTUNITIES

ADJUDICATION OFFICER • Various locations

GS 5/7/9 positions available with U.S. Citizenship and Immigration Services (USCIS), Department of Homeland Security. USCIS maintains the integrity of the U.S. immigration system, helping qualified immigrants and refugees legally reside, work and build new lives in the United States. Duties: review and make determinations regarding the eligibility of immigrants for benefits, including permanent residence and citizenship provided under the immigration and nationality laws of the United States. Qualifications: **must have current noncompetitive eligibility**. Deadline: 2/8/2008. For more information and to apply, visit <https://cbpmhc.hr-services.org/AO/> and reference vacancy announcement number FCIP-157527-S1. **Please see page 20 in this issue for more information about NCE.**

CALL FOR RÉSUMÉS • Various locations

The U.S. Department of Education (ED) announces an **open call for résumés from RPCVs and transitioning PC staff with noncompetitive eligibility (NCE)**. This is not a guarantee of employment. The Department of Education (ED) advertises for various professional, administrative, and technical positions. The Department's headquarters is located in Washington, DC, with ten Regional Offices throughout the United States (Boston, New York, Philadelphia, Atlanta, Chicago, Dallas, Kansas City, Denver, San Francisco, and Seattle). ED has 14 Mission Critical Occupations that include Education Specialist and Education Research Analyst. For information about ED's vacancies, visit <http://jobsearch.edhires.ed.gov>. Send résumé and a short cover letter to StudentHires@ED.GOV with the subject line, "Peace Corps Volunteer Employment Consideration." Your cover letter must include an explanation of your noncompetitive eligibility. Deadline: midnight, 2/4/2008. **Please see page 20 in this issue for more information about NCE.**



ministration, law, political science, economics, or international development preferred; experience in the field of conflict as it relates to one or more development sectors, such as conflict and economics; conflict and natural resources and environment, conflict and political and social institutions, or conflict and health. Salary: \$82,961. Deadline: 2/8/2008. For more information and to apply, e-mail Junko.Williams@fas.usda.gov; phone: 202.690.1921.

OPEN SPACE COORDINATOR • Albuquerque, NM

Position available with Bernalillo County Parks and Recreation Department. Duties: implements open space resource management plans; develops and implements volunteer program; develops and implements land health monitoring program; serves as liaison to advisory committee; maintains lease agreements. Salary: \$30K–\$40K. Deadline: 3/30/2008. For more information and to apply, e-mail ccampbell@bernco.gov; phone: 505.314.0404; website: www.bernco.gov.

GEOGRAPHIC INFORMATION SYSTEMS (GIS) TECHNICIAN • Albuquerque, NM

Temporary position available with the Cibola National Forest and Grasslands. Duties: supports various projects across the national forest and grasslands by developing maps, capturing data in a GIS, and conducting spatial analyses. For more information and to apply, e-mail Geoff Holden at gholden@fs.fed.us; phone: 505.346.3887.

Private Sector

CLINIC SUPPORT SPECIALIST • Portland, OR

Position available with Outside In. Qualifications: experience in a medical setting preferred; some evening work required; Spanish and English fluency required. Salary: \$13/hour. For more information and to apply, e-mail apply@outsidein.org; website: www.outsidein.org.

HOUSING SPECIALIST • Portland, OR

Position available with Outside In. Qualifications: two years' experience in the areas of at-risk youth, homeless youth, or shelter and housing programs; BA/BS in related field; Spanish language ability preferred. Salary: \$11/hour with benefits. For more information and to apply, e-mail apply@outsidein.org; website: www.outsidein.org.

PROGRAM ASSISTANT • New York City

Position available with Trinity Church Wall Street. Duties: assists in the roll-out and implementation for initiatives supporting transformational leaders, including grant-making and volunteer service; provides administrative support to the associate director of the trinity grants program; assists with engaging trinity congregation and staff in opportunities for social transformation. Qualifications: BA/BS or equivalent work preferred; administrative experience or strong interest in foundation grant-making; strong computer skills; excellent human relations skills. Send cover letter and résumé to Trinity Wall Street, 74 Trinity Place, Human Resources Room 503, New York City, NY 100061; phone: 212.602.0741; e-mail: hr@trinitywallstreet.org; website: hr@trinitywallstreet.org.

SENIOR PROMOTOR • DC

Position available with Latin American Youth Center. Duties: provides oversight and implements the strategic plan; assists with implementing a new pathway in managed care by organizing the client management process. Qualifications: proven track record of crisis intervention; experience tracking case management activities to document success. Deadline: 2/15/2008. For more information and to apply, e-mail sonya@layc-dc.org; phone: 202.319.2235; website: www.layc-dc.org.

DEVELOPMENT ASSISTANT • DC

Part time position available with Carnegie Endowment for International Peace. Duties: assists with grant reports and other fundraising work. Qualifications: excellent oral and written communication skills; ability to manage multiple tasks; strong interest in international affairs. For more information and to apply, e-mail voreilly@ceip.org.

PROGRAM DIRECTOR • New York City

Position available with Columbia Business School. Duties: assists the executive director in the implementation, management, and oversight of all activities involving international governing bodies, international funding agencies, governmental departments, governmental ambassadors and ministers, corporate partners, special task forces, and faculty members. Qualifications: MBA required; six to ten years' experience in corporate, consulting, and governmental environments; strong communication, interpersonal, and organizational skills; knowledge of international financial arrangements and markets; strong influencing and negotiating skills; ability to bring clarity, focus, and transparency to large, complex multilateral initiatives. For more infor-

mation and to apply, visit <https://jobs.columbia.edu/applicants/Central?quickFind=108968>.

COMMUNITY OUTREACH COORDINATOR • Ketchum, ID

Position available with Environmental Resource Center. Duties: plans and leads environmental education workshops; implements a diverse set of outreach campaigns; raises environmental awareness; promotes a more sustainable community; engages community members, activities, and awareness campaigns. Qualifications: ability to commit to the full term of service; personal vehicle. Salary: \$11,100. Deadline: 2/15/2008. For more information and to apply, e-mail craig@ercsv.org; phone: 208.726.4333; website: www.ercsv.org/jobs.htm.

TEACHERS • Bedford, VA

Positions available with Global Youth Village. Positions run from 6/24/2008 to 8/12/2008. Duties: assist with workshops that address war and peace, distribution of resources, prejudice, the effects of media, and other social pressures. Salary: \$900K–\$1,700 with room and board. For more information and to apply, e-mail staff@legacyintl.org; phone: 540.297.5982; website: www.globalyouthvillage.org.

ADMINISTRATIVE COORDINATOR • Cambridge, MA

Position available with Management Sciences for Health. Duties: ensures the smooth operation of technical efforts and/or field activities by coordinating programmatic information and providing logistical support for specific project activities within the center. Qualifications: BA/BS or equivalent experience; oral and written language skills required; ability to speak and write in Spanish preferred; computer skills for word processing, databases, spreadsheets, and presentations; ability to learn new software packages. Deadline: 2/11/2008. For more information and to apply, visit www.jobs-msh.icims.com.

ADMINISTRATIVE COORDINATOR, SPS • Arlington, VA

Position available with Management Sciences for Health. Duties: ensures the smooth operation of technical efforts and field activities by coordinating program information and providing logistical support for specific technical activities; supports one or more technical managers; responsible for the day to-day administrative management of activities in specific countries. Qualifications: BA; ability to learn complex procedures and work independently; familiarity with protocols associated with setting up field offices; international working experience; dem-

PEACE CORPS Fellows/USA



Peace Corps Fellows/USA works with more than 40 universities that offer financial assistance to RPCVs who wish to attend graduate school and work in underserved U.S. communities. Below is a list of universities and some of the subject areas they offer. For the complete list, visit www.peacecorps.gov/fellows; call 800.424.8580, ext. 1440; or e-mail fellows@peacecorps.gov.

ARIZONA

University of Arizona

Tucson, AZ
Criminal justice, community development, environment, health, nonprofit finance, public policy, and more.

Contact: Georgia Ehlers
Phone: 520.621.9103
E-mail: rpcf@grad.arizona.edu

Northern Arizona University

Flagstaff, AZ
Business and accounting. Career tracks in geographic information systems (GIS), marketing analysis and distribution, management, finance, and accounting.

Contact: Jane Thompson
Phone: 928.523.7387
E-mail: mba@nau.edu

CALIFORNIA

Humboldt State University

Arcata, CA
Secondary education program with placement at Academy of the Redwoods—an early college high school.

Contact: Keri Gelenian
Phone: 707.476.4577
E-mail: keri-gelenian@redwoods.edu

Loma Linda University

Loma Linda, CA
Public health, including global health, humanitarian assistance, and reproductive health.

Contact: Nikki Gray
Phone: 909.558.4902
E-mail: sphpcinfo@llu.edu

COLORADO

University of Colorado at Denver

Denver, CO
School of Public Affairs
Master of Public Administration, Master of Criminal Justice, PhD in Public Affairs. Benefits include paid internships and \$3,000 scholarship renewable for two years.

Contact: Dr. Christine Martell
Phone: 303.315.2716
E-mail: Christine.martell@cudenver.edu

University of Denver

Denver, CO
Graduate School of International Studies
International administration, international development, international human rights, international studies, international security, global finance, trade, and economic integration.

Contact: Nicole Vilegi
Phone: 303.871.3838
E-mail: Nicole.vilegi@du.edu

Graduate School of Social Work
Master of Social Work (MSW) degree with concentration in either clinical or community practice; specialized certificates available in social work with Latinos/as, trauma response and recovery, couples and family therapy, animal-assisted social work and Jewish communal service. Benefits include specialized programming for RPCVs and financial assistance. The MSW application fee is waived. All applicants to the program are considered for merit scholarships, ranging from \$6,000 to \$12,000 per year for full-time students. Need-based awards also available. Those selected for the Fellows/USA program will receive an additional \$5,000 scholarship.
Contact: Dr. Julie Laser
Phone: 303.871.2841
E-mail: julie.laser@du.edu

School of Communication
International and intercultural communication.
Contact: Dr. Margaret Thompson
Phone: 303.871.3947
E-mail: mthompson@du.edu

CONNECTICUT

Yale University

New Haven, CT
International relations MA with concentrations in history, economics & political science, joint degrees available in forestry and environmental studies, management, law, or public health.

Contact: Alice Kustenbauder
Phone: 203.432.3418
E-mail: International.relations@yale.edu

DISTRICT OF COLUMBIA

George Washington University

Washington, DC
Transition special education, secondary education.

Contact: Dr. Jeanne Embich
Phone: 202.973.1061
E-mail: jembich@gwu.edu

FLORIDA

Florida Institute of Technology

Melbourne, FL
Environmental science, engineering, management, teaching, and other areas of education (science, mathematics, computer).

Contact: Dr. Tom Marcinkowski
Phone: 321.674.8946
E-mail: marcinko@fit.edu

GEORGIA

Georgia College & State University

Milledgeville, GA
Various education degrees, creative writing. Teaching assistants, tutors, special education teacher train-

ing, community creative writing program. Benefits include tuition waiver, stipend.

Contact: Dr. Roy Moore
Phone: 478.445.6848
E-mail: roy.moore@gcsu.edu

Kennesaw State University

Kennesaw, GA (Metro-Atlanta)
Master of Business Administration (MBA) and Master of Accounting (MACC) degrees. Graduate assistantship assignment to work with International Centre and a local Mayan community. Benefits include tuition waiver and stipend.

Contact: Dr. Sheb True
Phone: 770.423.6087
E-mail: strue@kennesaw.edu

ILLINOIS

DePaul University

Chicago, IL
Program temporarily suspended.
Elementary and high school special education certification.

Contact: Justin Speer
Phone: 773.325.7170
E-mail: jspeer@depaul.edu

Illinois State University

Normal, IL
Applied economics, political science, sociology, with sequence in applied community/economic development, including community project design and management, topics in administration and planning, and 11-month paid professional internship. Benefits include assistantship with stipend and 2-year full tuition waiver.

Contact: Beverly Beyer
Phone: 309.438.7090
E-mail: StevensonCenter@ilstu.edu

Western Illinois University

Macomb, IL
Business administration; economics; geography; health sciences; political science; recreation, park, and tourism administration.

Contact: Karen Peitzmeier
Phone: 800.526.9943
E-mail: pcf@wiu.edu

INDIANA

Indiana University

Bloomington, IN
Master of Public Affairs (MPA) with choice of nine concentrations, including comparative and international affairs, environmental policy and natural resource management, policy analysis; and nonprofit management. Master of Science in environmental science (MSES) programs in applied ecology, environmental chemistry, and water resources. Joint master degree (MPA-MSES) and combined master

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degree with other programs also available.

Contact: Jennifer Forney
Phone: 812.855.2840
E-mail: spea@indiana.edu

KANSAS

Wichita State University

Wichita, KS

Teacher education: middle and secondary grades, art, music, English, French, Spanish, biology, chemistry, physics, math, TESOL (if already teacher-certified), comprehensive social studies, special education (if already teacher-certified).

Contact: Dr. Judith Hayes
Phone: 316.978.6580
E-mail: judith.hayes@wichita.edu

LOUISIANA

University of New Orleans

New Orleans, LA

Public administration, urban planning and urban studies with concentrations in housing/community development, land use/environment, historic preservation, urban anthropology, and nonprofit management.

Contact: Dr. Marla Nelson
Phone: 504.280.3110
E-mail: cupa@uno.edu

Xavier University of Louisiana

New Orleans, LA

Fast Track to Teaching Program for those interested in teaching math, science, or special education.

Contact: Dr. Renee Akbar
Phone: 504.520.5389
E-mail: rvakbar@xula.edu

MARYLAND

Johns Hopkins University

Baltimore, MD

Nursing, public health.

Contact: Mary O'Rourke
Phone: 410.955.7548
E-mail: orourke@son.jhmi.edu

University of Maryland–Baltimore

Baltimore, MD

Obtain an MSW while doing exciting field work. Fellowship involves working at a community based placement with marginalized populations. A variety of fellowships are available, including assistance for students interested in community development/organizing and policy development.

Contact: Lane Victorson
Phone: 410.706.5316
E-mail: lvictorson@ssw.umaryland.edu

University of Maryland–Baltimore County

Baltimore, MD

Shriver Peaceworker Program

All programs of University of Maryland–Baltimore County: education, policy, applied sociology, intercultural communications, etc. Select consortium programs: social work (MSW), urban studies, nonprofit

management, etc.

Contact: Dr. Joby Taylor
Phone: 410.455.6398
E-mail: joby.taylor@umbc.edu

University of Maryland–College Park

College Park, MD

In Development: Degrees in public policy and management. joint degrees in law, business, engineering, and life sciences and conservation biology. Benefits include half-assistantships worth \$6,350 per year; 5 credits tuition remission per semester; in-state tuition rates, and eligibility for other merit-based awards.

Contact: Ms. Taryn Faulkner
Phone: 301.314.2486
E-mail: Faulkner@umd.edu

MICHIGAN

University of Michigan

Ann Arbor, MI

Ford School of Public Policy

Master of Public Policy with 14 dual degree programs. Graduate certificates in science and technology policy also available. Benefits include \$10,000 tuition fellowship for each of two years, application fee waiver.

Contact: Beth Soboleski
Phone: 734.765.0453
E-mail: bsobo@umich.edu

School of Natural Resources and Environment

Master of Science in Natural Resources and Environment with 8 concentration options; Master of Landscape Architecture either through a 2-year program for those with a BLA or a 3-year program for those with other undergraduate degrees. Benefits (financial): tuition stipend.

Contact: Karen Force
Phone: 734.764.6453
E-mail: kforce@umich.edu

MISSOURI

University of Missouri–Columbia

Columbia, MO

Geography, public affairs, political science, rural sociology, social work, agricultural economics. In-state tuition, possibility for assistantships, waivers and additional support.

Contact: Donald Spiers
Phone: 573.882.6131
E-mail: SpiersD@missouri.edu

University of Missouri–Kansas City

Kansas City, MO

Master of Public Administration (MPA) with specialties in urban administration, nonprofit management, and health services administration. Benefits include wages from intern stipend, \$10,000; 6 credit hours tuition remission and possibilities for additional assistance.

Contact: Robyn Turner
Phone: 816.235.5243
E-mail: turnerrob@umkc.edu

NEW HAMPSHIRE

Southern New Hampshire University

Manchester, NH

Community economic development, international community economic development, business, National Weekend Program.

Contact: Chuck Hotchkiss
Phone: 603.644.3103
E-mail: c.hotchkiss@snhu.edu

NEW JERSEY

Rutgers University

Camden, NJ

Master of Public Affairs in educational policy and leadership with K–12 teaching position at the LEAP Academy.

Contact: Sandra Cheesman-Catteffesta
Phone: 856.225.6860
E-mail: scheesma@camden.rutgers.edu

NEW MEXICO

New Mexico State University

Las Cruces, NM

Degrees in public health, social work, and nursing, plus joint public health and social work degree.

Contact: Dr. Sue Forster-Cox
Phone: 505.646.2183
E-mail: sforster@nmsu.edu

Western New Mexico University

Gallup, NM

Elementary, secondary, or special education; counseling; educational leadership, interdisciplinary.

Contact: Dr. Patricia Maguire
Phone: 505.722.3389
E-mail: wnmupcf@hotmail.com

NEW YORK

Columbia University, Teachers College

New York, NY

Urban education, including bilingual education, teaching math or science, ESOL, special education, reading specialist.

Contact: Shelly Chin
Phone: 212.678.4080
E-mail: PCFellows@tc.edu

Cornell University

Ithaca, NY

In Development: City and regional planning (MS)

Contact: Tina M. Nelson
Phone: 607.255.6848
E-mail: tmn2@cornell.edu

Fordham University

Bronx, NY

MA programs in international political economy and development with specializations in international development studies, international banking and finance, international and development economics, and international political analysis.

Contact: Dr. Henry Schwalbenberg
Phone: 718.817.4064
E-mail: iped@fordham.edu

PEACE CORPS Fellows/USA



The New School

New York, NY
Urban policy analysis/management, health services management and policy, human resources management, organizational change management.
Contact: Admissions Office
Phone: 212.229.5400, ext. 1130
E-mail: milanoadmissions@newschool.edu

NORTH CAROLINA

Duke University

Durham, NC
Fuqua School of Business
Master's of Business Administration (MBA) with concentrations in accounting, decision sciences, entrepreneurship and innovation, finance, leadership and ethics, management, marketing, operations management, social entrepreneurship, and strategic consulting. Certificates of Excellence also offered in finance and marketing as well as a certificate program in health sector management. Joint degrees in other professional programs also available. Benefits (financial): up to 25% tuition credit.
Contact: Matthew T.A. Nash
Phone: 919.660.7791
Fax: 919.660.1096
E-mail: mnash@duke.edu

Program in International Development Policy (PIDP) with several concentration options.
Contact: Stephanie Alt Lamm
Phone: 919.613.9218
E-mail: pidpinfo@duke.edu

Sanford Institute of Public Policy
Master of Public Policy (MPP) with option to earn joint degrees in professional or PhD programs.
Contact: Duke MPP Admissions Office
Phone: 919.613.9205
E-mail: MPPadmit@duke.edu

OHIO

University of Cincinnati

Cincinnati, OH
Economic development planning, environmental planning, international development planning, physical planning, urban design.
Contact: Johanna W. Looye
Phone: 513-556-0216
E-mail: johanna.looye@uc.edu

OREGON

University of Oregon

Eugene, OR
Community and regional planning, public administration.
Contact: Field Coordinator
Phone: 541.346.2879
E-mail: rare@darkwing.uoregon.edu

PENNSYLVANIA

Carnegie Mellon University

Pittsburgh, PA
Public policy/management, arts management, or healthcare policy management.
Contact: Renee Hairston
Phone: 412.268.1909
E-mail: hairston@andrew.cmu.edu

Duquesne University

Pittsburgh, PA
Center for Environmental Research and Education
Environmental science, environmental management, environmental policy: water resources and watershed protection, green building, energy conservation, environmental education, brownfield redevelopment.
Contact: Dr. Stanley J. Kabala
Phone: 412.396.4233
E-mail: kabala@duq.edu

Graduate Center for Social and Public Policy
MA: policy analysis and administration, conflict resolution and peace studies.
Contact: Dr. Evan Stoddard
Phone: 412.396.5179
E-mail: stoddard@duq.edu

Graduate School of Business Administration
MBA/MS/MAcc: sustainable enterprise, information systems management, taxation, accountancy.
Contact: Patricia Moore
Phone: 412.396.5529
Email: moorep@duq.edu

Seton Hill University

Greensburg, PA
Art therapy (counseling specialization), business administration, elementary education, inclusive education (online), instructional design (online), marriage and family therapy, special education, popular-fiction writing. Benefits: 50% tuition discount.
Contact: Dane Zimmer
Phone: 724.838.4209
E-mail: zimmer@setonhill.edu

University of Pennsylvania

Philadelphia, PA
Fels Institute of Government
Full-time and part-time Master of Governmental Administration (MGA) degree. Certificates in nonprofit administration, economic development & growth, politics, and public finance. Benefits include a minimum of \$6,000 per year award for Fellows and assistance in paid internship placement.
Contact: Michelle Garcia-Navarro
Phone: 215.746.6684
E-mail: garciana@sas.upenn.edu

SOUTH CAROLINA

University of South Carolina

Columbia, SC
Center for Child and Family Studies
Multidisciplinary program (written/oral proficiency in Spanish required).

Contact: Laura Boudon
Phone: 803.777.5190
E-mail: boudon@gwm.sc.edu

Moore School of Business
International business administration, joint degrees.
Contact: Reena Lichtenfeld
Phone: 803.777.6749
E-mail: rlichten@moore.sc.edu

VERMONT

University of Vermont

Burlington, VT
Community and economic development, entrepreneurship; environment, agriculture, applied economics, management, strategic planning, marketing, public policy, healthcare, leadership, international public administration, human resources, budgeting/finance, organizational development, information technology.
Contact: Edward R. McMahon
Phone: 802.656.4565
E-mail: emcmahon@uvm.edu

VIRGINIA

George Mason University

Fairfax, VA
Elementary education and English as a second language master's programs.
Contact: Lynn Walker Levy
Phone: 703.993.3602
E-mail: lwalker3@gmu.edu

WISCONSIN

Marquette University

Milwaukee, WI
Business, engineering, communication, educational policy and leadership, English, economics, history, international affairs, philosophy, political science, public service, theology. Benefits: full tuition scholarship and monthly stipend.
Contact: Carole Ferrara
Phone: 414.288.5861
E-mail: carole.ferrara@marquette.edu

University of Wisconsin-Milwaukee

Milwaukee, WI
Nonprofit management, urban studies, economics, geography, history, sociology, political science, English.
Contact: Lisa Heuler-Williams
Phone: 414.229.6155
E-mail: heuler@uwm.edu

University of Wisconsin-Stevens Point

Stevens Point, WI
Fields relating to the environment, including natural resources, forestry, environmental education, youth programming, land-use planning, wildlife, soil and water science.
Contact: Dr. Tim Ginnett

PEACE CORPS Fellows/USA



University of Wisconsin–Milwaukee

Milwaukee, WI

Nonprofit management, urban studies, economics, geography, history, sociology, political science, English.

Contact: Lisa Heuler-Williams

Phone: 414.229.6155

E-mail: heuler@uwm.edu

University of Wisconsin–Stevens Point

Stevens Point, WI

Fields relating to the environment, including natural resources, forestry, environmental education, youth programming, land-use planning, wildlife, soil and water science.

Contact: Dr. Tim Ginnett

Phone: 715.346.4191

E-mail: tim.ginnett@uwsp.edu

WYOMING

University of Wyoming

Laramie, WY

American studies with concentration in education, geography, history, or literature.

Contact: Dr. Eric Sandeen

Phone: 307.766.3898

E-mail: esandeen@uwyo.edu

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onstrated intermediate to advanced computer skills in MS Office; verbal and written proficiency in English; French or Spanish preferred. For more information and to apply, visit www.jobs-msh.icims.com.

MARINE FISHERIES OBSERVERS •

Ports from ME to NC

Position available with AIS, Inc. Position starts 4/1/2008 with training beginning on 4/8/2008. Duties: works at sea collecting and recording data and biological samples for the National Marine Fisheries Service (NMFS) aboard commercial fishing vessels. Qualifications: BS in marine biology or biology required; commitment to program for one year required; fisheries and/or at-sea experience preferred; personal transportation; U.S. or Canadian citizen; CPR and First Aid certification; passport required. Salary: \$33K with accommodations and meals. Deadline: 3/25/2008. For more information and to apply, e-mail 15083@aisobservers.hrmdirect.com; website: www.aisobservers.com.

FLASH 2D ANIMATION INSTRUCTOR •

Boston

Temporary position available with www.GameBrix.com's RoboTech Center. Qualifications: motivated and energetic; BA/BS or MA/MS; knowledge of flash 2D animation and action-script programming; game builder experience; flexible; knowledge of game design, animation, or robotics technologies; computer and Internet skills. Salary: \$600–\$800/week. Deadline: 2/10/2008. For more information and to apply, e-mail robotechcenter@gmail.com; phone: 603.888.6102; website: www.gamebrix.com.

PROGRAM OFFICER • DC

Position available with World Learning. Salary: \$40K. For more information and to apply, e-mail recruitment@worldlearning.org; website: www.worldlearning.org.

AGRICULTURAL RESEARCH TECHNICIAN • NC

Position available with North Carolina State University. Duties: works closely with farmers and students assisting with design and imple-

mentation of forage and pasture research and extension programs. Qualifications: BS; experience with forages and livestock; research experience preferred. Salary: \$45K. For more information and to apply, e-mail se_johnson@ncsu.edu; phone: 919.513.1335.

SUMMER YOUTH PROGRAM •

Hinckley, MN

Positions available with Minnesota Conservation Corps. Positions available for assistant directors, work project coordinator, education and activities coordinator, cooks, crew leaders, and ASL interpreters. Duties: lead crews of high school age youth to complete environmental service projects. Qualifications: maturity; ability to motivate, discipline, organize, and direct a crew in work; crew leaders should have experience in supervision, organization, and team building; effective communication skills to work with youth, coworkers, and supervisors; safe work practices; ability to engage in outdoors activity. Salary \$290–\$400/week. Deadline: 3/28/2008. For more information and to apply, e-mail alynson.johnson@conservationcorps.org; phone: 651.209.9900, ext. 27; website: www.conservationcorps.org.

DIRECTOR OF LEGAL SERVICES • DC

Position available with Our Place, DC. Duties: provides advice and referrals to women who are or have been in prison; facilitates legal education classes in correctional institutions; provides representation as needed; supervises paralegal, law students, and pro bono attorneys; coordinates relationships with legal providers in community. Qualifications: five years' experience providing direct legal representation; license to practice in DC or eligible to wave into DC Bar; experience working with incarcerated women; excellent writing and communication skills. Deadline: 2/29/2008. For more information and to apply, e-mail slee@ourplacedc.org; phone: 202.548.2400; website: www.ourplacedc.org.

TEACHERS • CA

Position available with Aspire Public Schools. Duties: develops lesson plan and delivers curriculum to respective grade levels; communi-

cates with parents and colleagues to ensure the students receive high-quality education. Qualifications: single subject credential in math or science preferred. For more information and to apply, visit www.aspirepublicschools.org.

US DEPUTY DIRECTOR • DC

Position available with Visions in Action. Duties: performs general management of the program, including program development, proposal writing, fundraising, volunteer recruitment and support, program operations, and office management; assists with program development on new HIV/AIDS and education initiatives in Africa. Qualifications: 10 years' international nonprofit management experience required in the U.S. and developing countries; MA/PhD; five years' operational experience in developing countries, including Sub-Saharan Africa. Deadline: 2/15/2008. For more information and to apply, e-mail jobs@visionsinaction.org; phone: 202.625.7402; website: www.visionsinaction.org.

BIKE MECHANIC • DC

Position available with Bike and Roll. Duties: manages the build and maintenance of the rental fleet; assists staff; runs inventory control; handles some customer service inquiries. Qualifications: organized, personable, and responsible; willing to work one weekend shift and some holiday hours; driver's license required. Salary: \$12–\$16/hour with dental and medical benefits. Deadline: 2/7/2008. For more information and to apply, e-mail jobs@bikethestates.com; phone: 202.842.2453, ext. 104; website: www.bikethestates.com.

SITE MANAGER • Los Angeles

Position available with the New Teacher Project. Duties: addresses hiring issues and obstacles in a targeted group of schools to ensure that schools are staffed with the highest quality teachers possible. Qualifications: excellent communication skills; strong organizational and event planning skills. Salary: \$70K. For more information and to apply, visit www.tntp.org/join.html.

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Peace Corps Response



Eastern Caribbean

Antigua and Barbuda Red Cross in the Eastern Caribbean requests a Peace Corps Response Volunteer (PCRVR) to serve as a **Community Outreach Volunteer** for the Disaster Preparedness and Mitigation (DPM) program for a six-month assignment.

Duties: assists with capacity building in four target communities within St. John's Parish and on the island of Barbuda to strengthen skills in disaster preparedness; assists with developing a plan of action; facilitates disaster training sessions and training in the design and implementation of hazard maps. **Qualifications:** well-developed training and facilitation skills; knowledge of research methods for disaster-related topics, hazard, and risk mapping; familiarity with disaster prone regions in the EC; project management experience; should be a returned Volunteer from the Caribbean region; experience with flood disasters and Spanish language skills.

The Health, Hope and HIV Network (HHH Network) of Antigua & Barbuda requests a Peace Corps Response Volunteer (PCRVR) to work as a **Capacity Building Volunteer** for a six month assignment. HHH Network is a nonprofit and non-governmental organization that was formed to address the plight of people living with HIV and AIDS (PLWHA) and supports those who are infected and affected. The PCRVR will assist in building the capacity of the HHH Network office to more effectively support PLWHA in Antigua and Barbuda. **Duties:** assist staff in identifying and writing project proposals which would ensure continuous funding for the HHH Network; train members of the HHH Network in proposal writing; train members of the HHH Network in basic computer literacy; advise the HHH Network staff on efficient office administration practices; teach basic Spanish to the staff.

Qualifications: BA in social sciences, community development, or related field; experience in NGO development, capacity building, proposal writing, resource development, and training; strong program management skills; minimum two years HIV/AIDS experience, preferably in working with PLWHA; proficient in MS Office applications; high level Spanish skills and ability to teach basic Spanish.

The St. John Ambulance Association of Antigua and Barbuda in the Eastern Caribbean requests a Peace Corps Response Volunteer to serve as a **Hospice Development Advisor** for its Humanitarian Assistance program. The PCRVR will work with the St. John Ambulance Association and key stakeholders to develop a three-year strategic plan for a Hospice Thrift Shop and a permanent Hospice Center. **Duties:** start up of both facilities and training to ensure sustainability, identifying available resources to eliminate or reduce redundancy; develops winning proposals for both projects. **Qualifications:** significant experience in service management, especially related to HIV/AIDS; strong strategic planning, budgeting, and proposal writing skills; ability to network and establish relationships; passion for providing care to the terminally ill; advanced degree in health management or related field preferred; experience with the Foundation Center or other foundation databases; experience living and working in the EC; Spanish language skills; experience related to the start up of a medical facility.

The National Emergency Management Office (NEMO) in Saint Lucia requests a Peace Corps Response Volunteer (PCRVR) to work as a **Community Outreach and Program Development Volunteer** for a six month assignment. NEMO places great emphasis on assisting communities to prepare for disasters and the goal of this current project is to strengthen communities as well as NEMO to plan for and respond to disasters. **Duties:** assist in the formulation of a natural hazard mitigation program to articulate the national policy and plan; work with the two communities within Castries Central to develop an evacuation plan; work with the NEMO corporate planning officer to review and update the secretariat continuity of operations plan; work with the National Council of and for Persons with Disabilities/Older Persons to create a business continuity plan; review and update the National Data Security Guide; and possibly assist NEMO in responding to a disaster. **Qualifications:** degree in disaster management or environmental management with a focus on disaster or emergency preparedness or a year of experience working in the disaster preparedness and mitigation field; extensive experience in community outreach and/or training; above average

research skills (internet); successful completion of two years Peace Corps service in the Eastern Caribbean or any other Caribbean or Latin American country; experience working in a government agency; ability to work independently and in somewhat intense situations.

El Salvador

Centro de Proteccion de Desastres (CEPRODE) requests one Peace Corps Response Volunteer to work as a **Natural Parks and Disaster Preparedness Specialist** for a six month assignment. **Duties:** implements the operations plan for the Natural Protected Area National Park San Diego-La Barra; collaborates in the formation and functioning of the community civil protection committee for the prevention and mitigation of disasters; supports the follow-up to existing local committees for the prevention and control of forest fires in the park; helps create an easy, non-technical risk and resource map with communities; helps elaborate a community civil protection plan for disaster prevention and risk mitigation; collaborates in the implementation of evacuation drills for floods. **Qualifications:** knowledge of natural protected areas; experience with disaster prevention and risk mitigation plans; ability to work independently and with little supervision; knowledge of forest fire prevention and control; fluent in Spanish.

The Economic Development Program (REDES - Fundacion Salvadorenna para la Reconstruccion y el Desarrollo) requests a Crisis Corps Volunteer to work as a **Rural Sanitation and Disaster Preparedness** volunteer. **Duties:** writes a diagnostic of the state and quality of sanitation infrastructure in several communities; trains communities on water source protection and conservation methods through training modules and insert the modules in local risk management plans; orients communities and families on adequate waste and waste water management; develops environmental sanitation materials. **Qualifications:** specialized in environmental education, environmental sanitation or similar field; experience planning and managing solid waste, especially in rural areas; experience with NGO development projects; experience with training and/or strengthening capacities and developing participative education

Peace Corps Response



methodologies; knowledge of participative education methodology in rural populations; ability to speak and write Spanish.

The Municipality of Santa Tecla, Mayor's Office requests one Peace Corps Response Volunteer to work on Disaster Preparedness at the municipal level by providing **Management and Planning Support to the Geographic Information System Unit** for a three month assignment. Santa Tecla has experienced significant urban growth over the last few decades consequently. The resulting environmental destabilization on the slopes of the Volcano of San Salvador and the Balsam Mountain Range and a subsequent strong earthquake caused a major landslide that killed hundreds. This event marked the need for the local government to improve urban planning as well as to plan the development of the municipality itself in general. **Duties:** elaborates a diagnostic of the current management of the SIGT and its relation with the other departments of the mayor's office; creates a management plan for the SIGT; elaborates the budget for the SIGT; elaborates requirements for the financial execution of the budget; helps train personnel on the updates in the management of the SIGT and its budget. **Qualifications:** degree in administration or related field; knowledge of planning processes; knowledge of project management; knowledge of decision making tools; understanding of administrative control processes; knowledge of computer systems management; advanced to fluent in Spanish.

The Municipality of Santa Tecla, Mayor's Office requests one Peace Corps Response Volunteer to work on Disaster Preparedness at the municipal level by providing **Technical Support to the Geographic Information System Unit** for a three month assignment. Santa Tecla has experienced significant urban growth over the last few decades consequently. The resulting environmental destabilization on the slopes of the Volcano of San Salvador and the Balsam Mountain Range and a subsequent strong earthquake caused a major landslide that killed hundreds. This event marked the need for the local government to improve urban planning as well as to plan the development of the municipality itself in general. **Duties:** identifies the strengths and weaknesses of information processing

of the Territorial Geographical Information System (SIGT) unit; develops a manual for, as well as train staff on ArcGIS 9; teaches staff to manage a basic database compatible with ArcGIS 9; establishes a basic geographic information analysis methodology for the staff to use and train staff on this; gathers geographic information on sectors of the municipality at risk. **Qualifications:** planner with experience in project development and GIS projects; experience with project planning; knowledge of GIS use, especially as related to risk management, territorial planning and local development; knowledge and application of information management programs such as ArcInfo, ArcGIS, ESRI; knowledge of geodatabases and the exchange of geographic digital data between most commonly utilized standards; can analyze spatial and statistical information; intermediate-high to fluent in Spanish.

The Ministry of Education (MINED) Professional Development Center requests a Peace Corps Response Volunteer (PCRVR) to work as an **English as a Second Language Specialist** for a six month assignment. The PCRVR will be placed in the department of Morazan, an area with very few development opportunities for youth and adults. MINED is working to improve this situation through improving the quality of Salvadoran education. **Duties:** follow-up on the skills learned by current teacher groups taught by previous volunteers; strengthens capacity and provide higher-level classes to teacher groups on the language itself and how to teach it; teaches low and intermediate level English teachers ESL skills; facilitates two courses for teaching English at an intermediate level. **Qualifications:** degree in education or training in English as a second language; experience teaching teachers; experience with group work; knowledge of participative methodologies; experience with group management and planning; ability to work independently with little supervision; advanced level of written and spoken Spanish.

Malawi *

** This program requires that volunteers serve out a full twelve-month term.*

The Ministry of Local Government and Rural Development in Malawi requests 12 Peace Corps Response Volunteers to

work as **HIV/AIDS Technical Assistants** at the district level. **Duties:** provide HIV/AIDS technical support to the director of planning and development, the district AIDS coordinator and the office of social welfare; assist with development of CBOs through capacity building, training, communication and resource identification; create and modify M&E tools and financial spreadsheets; strengthen relationships among stakeholders. **Qualifications:** BA in public health, social sciences, community development, or related fields; experience working with HIV/AIDS related programming, training, capacity building; strong management, strategic planning and program development skills, M&E, report writing; experience living and working in sub-Saharan Africa, preferably Malawi; MA in public health, organizational development, or related fields; experience conducting training workshops; knowledge of local languages, including Chichewa.

Namibia

The Youth 2 Youth Project in Namibia requests a Peace Corps Response Volunteer for the **HIV/AIDS Initiative, Program Development/Sexual & Reproductive Health** program. **Duties:** develops and implements a monitoring and evaluation (M&E) program; revises existing systems and tools; builds organizational capacity; creates educational materials; conducts staff trainings in all areas of program administration. **Qualifications:** degree or extensive experience in youth development or other related field; one year's experience in community development; significant experience in program and organizational development; knowledge of M&E programs; strong oral and written communication skills; successful completion of two-year Peace Corps service in Africa, preferably Namibia; experience with HIV/AIDS issues and education programs for adolescents, working knowledge of Community-Based Organizations (CBOs) and NGOs and training of trainers.

Project HOPE requests a Peace Corps Response Volunteer to serve as a **Micro Credit Advisor** for a six-month assignment in northern Namibia. The Volunteer will assist with the expansion of a micro credit program for young women who are at risk for engaging in transactional sexual activity in northern

Peace Corps Response



Namibia. **Duties:** helps develop partnerships with vocational training centers to increase micro-enterprise skills training for program participants; identifies and promotes business development opportunities; identifies income generating projects and training resources; develops strategies for expanding and enhancing existing program components.

Qualifications: business related degree (economics preferred); practical experience with microfinance or small business enterprise in a developing country context; experience with monitoring and evaluation and working with youth; successfully completed at least one year of Peace Corps service, preferably in sub-Saharan Africa.

Philippines

Intervida Philippines Foundation requests a Peace Corps Response Volunteer (PCRV) to work as an **Environmental Resource & Disaster Management Technical Assistant** for a six month assignment. Intervida Philippines Foundation, a branch of the Spanish NGO Intervida based in Barcelona, Spain, was created in 2004 and has been involved in projects focusing on education, health, infrastructure, and more. In 2006 the Bicol region of the Philippines suffered from several natural disasters resulting in the

development of relief operations as well as a new disaster preparedness program. The Peace Corps Response Volunteer will assist the program coordinator in order to contribute to various components of the disaster management and environment program.

Duties: plans, prepares, and conducts trainings; monitors actions in environmental disaster preparedness and response activities; links with potential partner institutions for collaboration on preparedness and response activities; reports and evaluates project activities; helps other Intervida Philippines Foundation Sectors in their activities related to the field of expertise; prepares information, education and communication materials for environmental and disaster awareness campaigns including posters, brochures, and other materials that are culturally appropriate and in the local language(s); leads facilitation of the diagnostic study on the environmental situation in the project areas.

Qualifications: BA/BS in environmental science or related field; RPCV from the Philippines; fluency in Tagalog and/or Bicol dialect; two years' community based work experience; must be flexible and able to work in difficult working conditions; ability to work independently and carry out duties effectively with minimum supervision; ability to maintain performance expectations in diverse cultural

contexts; experience in disaster management; previous experience in community-based environmental training; working knowledge of Spanish.

Uganda

Wildlife Clubs of Uganda requests a Peace Corps Response Volunteer to work as an **Institutional Development volunteer** for a six month assignment. **Duties:** assists in developing a financial/fundraising strategy; facilitates a stakeholders' discussion on developing and implementing the financial/fundraising strategy; facilitates training workshops in fundraising for wildlife club leaders; assists in developing information and fundraising packages for the wildlife clubs. **Qualifications:** MA or related degree; experience in organizational development, fundraising, and development of financial systems; experience in strategic plan design and implementation; experience in developing organizational policies and systems; experience in working with membership organizations or associations; training and capacity building experience.

How to Apply

For additional assignments and more detailed descriptions of these assignments, including the required qualifications, visit the Peace Corps Response website at www.peacecorps.gov/response; or call 202.692.2250 or 1.800.424.8580, ext. 2250. Applications can be completed online at www.peacecorps.gov/response.

Send Peace Corps Response application, résumé, and Description of Service (if available) to pcresponse@peacecorps.gov; fax: 202.692.2251; address: Peace Corps - Peace Corps Response, 1111 20th Street NW, Washington, DC 20526. To be considered for a specific assignment, indicate the position title on the cover letter or application.

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PROGRAM MANAGER • San Antonio, TX
Position available with the New Teacher Project. Duties: works with the site director to ensure that the goals of the contract and its deadlines are met. Qualifications: excellent communication and computer skills; strong organizational and event planning skills. Salary: \$50K. For more information and to apply, visit www.tntp.org/join.html.

OPERATIONS MANAGER • New Orleans
Position available with the New Teacher Project. Duties: works with a team to coordinate and develop all systems to support the selec-

tion, admissions, placement, employee processing, training, and certification program. Salary: \$50K. Qualifications: excellent communication and computer skills; strong organizational and event planning skills. For more information and to apply, visit www.tntp.org/join.htm.

PROGRAM ASSISTANT • DC
Position available with Management and Engineering Technologies International, Inc. Duties: develops work plans and reports; organizes travel; monitors and reconciles budgets. Qualifications: Arabic language abilities; natural resources background; experience living and

working in the region preferred; U.S. citizen. Send résumé to mrosalez@metincorp.com; fax: 915.772.2253; website: www.metincorp.com.

BUSINESS DEVELOPMENT OFFICER • Baltimore

Position available with JHPIEGO, an affiliate of Johns Hopkins University. Duties: provides guidance and support to technical and program teams, both in-country and in Baltimore; contributes to the proposal development process, including drafting and editing proposals. Qualifications: BA/BS; proposal development experience; research skills; two years' experience



writing and editing for a business development group or unit; knowledge of editorial standards and guidelines; proficiency in MS Word; three years' experience working with technical or subject matter experts and technical materials drafted by scientific and technical subject matter experts. For more information and to apply, e-mail hr@jhpiego.net; website: www.jhpiego.org.

CHIEF FINANCIAL OFFICER • Baltimore
Position available with JHPIEGO, an affiliate of Johns Hopkins University. Duties: oversees all of JHPIEGO's finance and accounting practices; prepares budgets, financial reports, taxes, and audit functions; directs financial strategy, planning, and forecasts; studies, analyzes, and reports on trends, opportunities for expansion, and projection of future organizational growth; improves effectiveness of financial functions and processes to meet donor and market requirements. Qualifications: MA in finance, accounting, or business; significant experience in international best-in-class organizations; experience in an international location; strong MS Office applications; knowledge of information technology initiatives. For more information and to apply, e-mail hr@jhpiego.net; website: www.jhpiego.org.

DIRECTOR, CORPORATE RELATIONS • Baltimore, MD
Position available with JHPIEGO, an affiliate of Johns Hopkins University. Duties: leads efforts to develop, facilitate, and implement a comprehensive corporate outreach and fundraising strategy. Qualifications: 10 years' of international business experience; MA/MS; developing world experience; experience with corporate social responsibility, tools, and strategies; experience awarding or mobilizing funds from the private sector; success building private sector alliances or building business, nonprofit, and public sector alliances. For more information and to apply, e-mail hr@jhpiego.net; website: www.jhpiego.org.

PROGRAM OFFICER • DC
Position available with IFES Democracy at Large. Duties: serves as primary interface with country directors and local staff to implement projects; achieves project requirements within budget, established time frame, standards of quality, and funder satisfaction; prepares budgets and approves field expense reports. Qualifications: BA/BS; MA/MS preferred; five years' experience in international development or related field; experience with budget management and oversight of large single project or multiple small projects; program design and project

management experience; knowledge of USAID grant and contract proposals, regulations, and procedures; familiarity with USAID structure and personnel; Arabic language skills preferred. For more information and to apply, see "Careers" at www.ifes.org.

REPRODUCTIVE HEALTH PROGRAM OFFICER • DC
Position available with IFES Democracy at Large. Duties: serves as primary interface with country director and local staff to implement projects; achieves project requirements within budget, established time frame, standards of quality, and funder satisfaction; prepares budgets and approves field expense reports. Qualifications: BA/BS; MA/MS preferred; five years' experience in international development or related field; experience with budget management and oversight of large single project or multiple small projects; program design and project management experience; knowledge and experience with USAID grant and contract proposals, regulations, and procedures; familiarity with USAID structure and personnel; Arabic language skills preferred. For more information and to apply, visit "Careers" at www.ifes.org.

SENIOR FINANCE/OPERATIONS OFFICER • Cambridge, MA
Position available with Management Sciences for Health. Duties: shares responsibility with the finance and operations team leader for financial and operational support of project activities; implements technical activities within the context of financial, contractual, and operating systems. Qualifications: MA in business administration, accounting, or similar field, or equivalent relevant experience; expert computer skills including extensive experience working with MS Office applications for spreadsheet, database, and word processing; familiarity with accounting software, particularly Solomon or Quickbooks; VBA experience preferred; managerial and supervisory experience. Deadline: 3/1/2008. For more information and to apply, visit www.jobs-msh.icims.com.

SUSTAINABLE AGRICULTURE AND FOOD SYSTEMS ACADEMIC SPECIALIST • East Lansing, MI
Position available with Michigan State University. Duties: oversees development and implementation of undergraduate and graduate specializations in sustainable agriculture and food systems. Qualifications: MS in relevant field required; experience and interest in sustainable agriculture and food systems; experience in student recruitment and support or academic program development; excellent communication

skills. Deadline: 2/20/2008. For more information and to apply, e-mail johns146@msu.edu; phone: 517.355.0270; website: www.hr.msu.edu.

ACCOUNT MANAGER • New York City
Position available with Columbia Business School. Duties: executes and manages the portfolio of custom, open enrollment, and nonprofit executive education programs; oversees relationships with accounts that contribute to the business development of the department. Qualifications: BA/BS or equivalent; three to five years' related experience; ability to negotiate and close sales, collect and analyze information, prepare proposals, and understand brand issues; ability to manage multiple projects and work independently and in teams; ability to travel and visit possible venues; ability to run client focus groups and prepare and present at faculty orientations. For more information and to apply, visit <https://jobs.columbia.edu/applicants/Central?quickFind=108890>.

SEASONAL NATURALIST • Jemez Mountains, NM
Position available with Manzano Day School. Duties: develops curriculum; teaches kindergarten, first, and second grade students about different ecosystems; leads students in hands-on activities; supervises students; runs campfire programs. Qualifications: background in the sciences; BA preferred; experience teaching kindergarten through second grade students; ability to live in a remote environment; ability to work individually as well as in a team environment; ability to work outside in any type of weather; First Aid and CPR certification preferred. Salary: \$1,550 with room and board and \$300 travel allowance. Deadline: 2/20/2008. For more information and to apply, e-mail cnesbitt@manzanodayschool.org; phone: 505.243.6659; website: www.manzanodayschool.org.

CAMPUS PEACE CORPS RECRUITER • Columbus, OH
Part-time position available with Ohio State University. Duties: designs and implements Peace Corps recruitment plan; provides presentations to student and community groups; evaluates applications and conducts interviews; maintains working relationship with Chicago regional Peace Corps office. Qualifications: enrolled at Ohio State University, preferably in College of Food, Agriculture and Environmental Sciences; excellent communication skills. Deadline: 5/1/2008. Send letter of interest, résumé, and two letters of reference to Dr. Mark Erbaugh, International Programs in Agricul-

ture, 113 Agriculture Administration Building, 2120 Fyffe Rd., Columbus, Ohio 43210; phone: 614.292.7252; e-mail: erbaugh.1@osu.edu.

MANAGING DIRECTOR • New York City

Position available with Teach for America (Teach for All). Duties: provides support for local organizations within Teach for All network; develops conceptual measures of success and performance management tools for local organizations; trains on-ground country managers. Qualifications: exceptional project management skills; strong relationship building skills; sensitivity to racial, cultural, and ideological diversity; knowledge of foreign languages and international experience preferred. For more information and to apply, visit www.teachforamerica.org/careers.

MANAGING DIRECTOR • New York City

Position available with Teach for America (Teach for All). Duties: serves as an expert in the marketing and fundraising models; provides support to local organizations; develops models and measures of success to transfer to local organizations; trains on-ground country managers to apply marketing and development models. Qualifications: exceptional project management skills; ability to develop strong relationships; sensitivity to racial, cultural, and ideological diversity; knowledge of foreign languages preferred; strong operating instincts developed through general management or consulting experience. For more information and to apply, visit www.teachforamerica.org/careers.

PLANNING AND DEVELOPMENT SPECIALIST • New York City

Position available with YAI/National Institute for People with Disabilities. Duties: develops new programs throughout the network; assists with facility management for existing programs; works with operational departments and government oversight bodies to manage all issues related to start-up, including grant preparation, site search, negotiation and acquisition of property, community notification, renovation and certification by respective oversight body, and maintenance of existing program and administrative property. Qualifications: BA; driver's license preferred; real estate and grant writing experience preferred; good written and oral skills. For more information and to apply, visit www.yaidreamcareers.org.

OFFICE COORDINATOR/EXECUTIVE ASSISTANT • Eugene, OR

Position available with Mobility International USA. Qualifications: BA/BS required; experience working in a nonprofit, civic, or education-

al setting desired; previous experience working in an office environment required; experience managing office systems and operations; demonstrated experience initiating improvements and developing efficient systems. Deadline: 2/3/2008. For more information and to apply, e-mail crothvinson@miusa.org; phone: 541.343.1284; website: www.miusa.org.

MALARIA TASK MANAGER • DC

Position available with RTI International. Duties: works with malaria project directors and resident staff to plan and implement program activities and guidelines, needs assessments, and monitoring and evaluation. Qualifications: MA/MS; one to three years' experience preferred; knowledge of USAID rules and regulations required; fluency or proficiency in Portuguese required; international travel required. Deadline: 4/30/2008. For more information and to apply, visit job number 10601 at www.rti.org; e-mail: emorrison@rti.org.

ENVIRONMENTAL ENGINEER • Raleigh, NC

Position available with URS Corporation. Duties: participates in a variety of drinking water, storm water, and wastewater projects including source water protection, system modeling and design, infrastructure master planning, and system engineering studies. Qualifications: BS/MS in civil engineering, environmental engineering, or other related engineering discipline; good communication skills. For more information and to apply, e-mail harmon_henderson@urscorp.com; phone: 919.461.1437; website: www.urscorp.com.

TEACHERS • Highlands, TX

Positions available with the Chinquapin School. Position available for middle school math and science, middle and upper school English, computer science, and middle school social studies. Qualifications: BA/BS in subject to be taught; willing to live on campus preferred; coaching experience preferred in basketball, volleyball, soccer, or track. Deadline: 4/1/2008. For more information and to apply, e-mail kheinzer@chinquapin.org; phone: 281.426.3334; website: www.chinquapin.org.

SERVICE-LEARNING FACILITATORS • Baltimore, Chicago, DC, New York, San Francisco

Positions available with Civic Education Project. Positions run from one- week to eight-week sessions in the spring or summer. Salary: \$350-\$1,000/week with room and board. For more

information and to apply, e-mail cep@northwestern.edu; phone: 847.467.2572; website: <http://ctd.northwestern.edu/cep/jobs>.

ASSOCIATE DIRECTOR •

Various locations

Position available with CCS Fund Raising. Qualifications: campaign or major gifts experience; transferable consulting, communications, marketing, and strategic planning experience; ability to travel and relocate required. To apply, send résumé and salary history to careers@ccsfundraising.com; phone: 800.223.6733; website: www.ccsfundraising.com.

EXECUTIVE DIRECTOR •

Grand Junction, CO

Position available with Western Colorado Congress. Duties: supervises staff; performs fiscal management; assists with fundraising; develops and implements strategic plans. Qualifications: experience managing a nonprofit organization; commitment to community organizing. Salary: \$40K-\$45K. Deadline: 3/1/2008. For more information and to apply, e-mail brenda@wccongress.org; phone: 970.249.1978; website: www.wccongress.org.

ADMINISTRATIVE COORDINATOR •

Arlington, VA

Position available with Management Sciences for Health. Duties: provides administrative support within the CPM finance and contract (F&C) team; assists with financial management and administration of CPM and its projects; supports the CPM F&C team with data gathering and analysis tasks. Qualifications: BA; strong spreadsheet skills (Excel) and proficiency in database applications required; attention to detail; fluency in English; proficiency in French and Spanish; ability to travel internationally and domestically; international work experience preferred; experience working with USAID or other USG funding preferred. For more information and to apply, visit www.jobs-msh.icims.com.

BUDGET ANALYST • Arlington, VA

Position available with Management Sciences for Health. Duties: assists with development and amendment of budgets for the SPS program under the direction of the senior finance and contracts (F&C) manager; works with the F&C team to support the contractual and budgetary aspects of the SPS program; develops and amends budgets and ensures their compliance with donor and MSH regulations. Qualifications: BA/BS; advanced knowledge and experience using Excel for budgeting; strong knowledge and experience with Word; knowledge of

Access; attention to detail; strong organizational skills; ability to write clearly and concisely in English; Spanish or French experience preferred. For more information and to apply, visit www.jobs-msh.icims.com.

EXECUTIVE ASSISTANT • DC

Position available with World Learning. Duties: works in the international development office. For more information and to apply, visit www.worldlearning.org.

ACCOUNTING MANAGER •

New York City

Position available with Rainforest Alliance. Duties: responsible for general accounting oversight and management of the daily functions of accounting. Qualifications: BA in accounting or finance required; MA or CPA preferred; minimum five to seven years' experience; nonprofit sector experience preferred. Deadline: 3/22/2008. To apply, send cover letter and salary history to Personnel@ra.org; phone: 212.677.1900; website: www.rainforest-alliance.org.

MARKETING ASSOCIATE •

New York City

Position available with Rainforest Alliance. Duties: oversees and executes designated marketing and administrative needs of the sustainable agriculture marketing unit; assists with cultivation and follow-up with companies and client prospects. Qualifications: BA/BS in marketing or communications preferred; two to three years' marketing, communications, development, management and/or administrative experience required; Spanish proficiency preferred. Deadline: 3/17/2008. Send cover letter, résumé, and salary history to personnel@ra.org; phone: 212.677.1900; website: www.rainforest-alliance.org.

MARKETING ASSISTANT, SUSTAINABLE AGRICULTURE

DIVISION • New York City

Position available with Rainforest Alliance. Duties: provides support to the sustainable agriculture marketing team; serves as administrative lead in supporting the department as well as relationships with companied prospective clients. Qualifications: BA/BS in marketing or communications preferred; one to two years' office administration, internship, or work experience required; Spanish language skills preferred. Deadline 3/17/2008. Send cover letter, résumé, and salary history to personnel@ra.org; phone: 212.677.1900; website: www.rainforest-alliance.org.

VICE PRESIDENT OF PROGRAMS •

Quincy, MA

Position available with Nellie Mae Education Foundation. Duties: directs and manages program strategy, systems, and activities in the field of education. Qualifications: ability to assess outcomes and cultivate sustained, collaborative relationships and partnerships. Deadline: 2/15/2008. For more information and to apply, e-mail nm-vpp@nonprofitprofessionals.com; website: www.NonprofitProfessionals.com/searches/nm-vpp.htm.

DIRECTOR OF COMMUNICATIONS •

Quincy, MA

Position available with Nellie Mae Education Foundation. Qualifications: management experience with skilled communications strategy expertise; impeccable writing skills; ability to translate complex topics for diverse audiences and cultivate and manage positive relationships. Deadline: 2/15/2008. For more information and to apply, e-mail dc@nonprofitprofessionals.com; website: <http://nonprofitprofessionals.com/searches/nm-dc.htm>.

MANAGING DIRECTOR • Chicago, IL

Position available with Upwardly Global. Duties: responsible for a \$400K annual budget. Qualifications: 10 years' relevant professional experience; fundraising or sales experience; five years' progressive management experience; MA/MS or foreign-degree equivalent in business or public policy. Salary: \$75K-\$95K. For more information and to apply, e-mail jobs@upwardlyglobal.org; website: www.upwardlyglobal.org.

PROGRAM ASSOCIATE • DC

Position available with World Learning. Salary: \$32,500/year with benefits. For more information and to apply, visit www.worldlearning.org.

BUSINESS DEVELOPMENT ASSOCIATE • DC

Position available with Constella Group, LLC. Duties: writes select proposal and pre-proposal pieces; coordinates the internal team and partner inputs for bid efforts; assists with broader bid preparation and production aspects. Qualifications: background in international health or related field preferred; experience with proposal development and USAID or other international donors preferred. Deadline: 2/29/2008. Send CV to Tamara Smith at tsmith@constellagroup.com; website: www.constellagroup.com.

MANAGER, CLIENT SERVICES • DC

Position available with KaBOOM! Duties: manages relationships with a variety of distinct

funding partners ensuring the client services team matches them with a community partner in a timely manner. Qualifications: excellent communication and organizational skills; BA/BS required; accounting management, marketing, or nonprofit experience preferred. Send cover letter, salary requirements, and résumé to hr@kaboom.org; fax: 202.659.2685; website: www.kaboom.org.

YOUTH DEVELOPER - INDEPENDENT LIVING PROGRAM • DC

Position available with Latin American Youth Center. Duties: provides life skills workshops to help male youth transition from foster care system to self sufficiency; provides socio-cultural and recreational activities; evaluates progress. Qualifications: BA/BS in social work or related field; bilingual in Spanish and English; two years' experience working with adolescents; flexible schedule including some weekends and evenings; knowledge of community and local resources; complete criminal record clearance. For more information and to apply, e-mail seth@layc-dc.org or sethkroop@gmail.com; phone: 202.319.1820; website: www.layc-dc.org.

DIRECTOR, FIELD OPERATIONS • Minneapolis

Position available with American Refugee Committee International (ARC). Duties: provides supervision of and guidance to ARC's country directors and headquarters staff with a focus on ensuring the excellence and measurable impact of ARC programs; promotes adherence to ARC's philosophy and commitment to its policies, procedures, and requirements. Qualifications: five years' relevant management and supervisory experience in an international, non-governmental, humanitarian organization and/or development organization with significant experience in the field; MA/MS in relevant field preferred; eligible to work in the United States. Deadline: 3/1/2008. For more information and to apply, e-mail anthonyi@archq.org; phone: 612.607.6483; website: www.arcrelief.org.

DEPUTY DIRECTOR • Tampa, FL

Position available with Community Colleges for International Development (CCID). Duties: directs international training and public diplomacy initiatives delivered by U.S. community colleges and administered by CCID with funding from the U.S. department of state/ECA. Qualifications: MA/MS; seven years' management experience, including program administration and evaluation at a community college; experience with staff supervision and training; foreign language proficiency. Salary: \$56,786. For more

information and to apply, e-mail barb.christopherson@kirkwood.edu; phone: 319.398.5615; website: www.kirkwood.edu/humanres.

PROJECT MANAGER • Tampa, FL

Position available with Community Colleges for International Development (CCID). Duties: coordinates international training and public diplomacy initiatives delivered by U.S. community colleges and administered by CCID with funding from the U.S. department of state/ECA. Qualifications: BA/BS; three years' related work experience required; MA/MS preferred; experience living internationally; skills related to program implementation at a community college. Salary: \$43,721. For more information and to apply, e-mail barb.christopherson@kirkwood.edu; phone: 319.398.5615; website: www.kirkwood.edu/humanres.

TEMPORARY FISHERIES TECHNICIAN • OR and UT

Position available with Utah State University. Duties: supports a threatened bull trout population and habitat assessment project in north-eastern Oregon; participates in snorkeling, electrofishing, seining, collecting, and tagging fish. Qualifications: BA/BS in biology, ecology, natural resources, or other science-related field; experience with fish identification and fieldwork preferred; possesses a valid drivers license; ability to carry a 40-pound pack for many miles. Salary: \$8-\$10/hour with housing. Deadline: 3/10/2008. For more information and to apply, e-mail gary.thiede@usu.edu; phone: 435.797.2203.

YOUTH COUNSELOR • VA and MD

Position available with New Dominion School. Duties: works in an alternative school for emotionally challenged boys and girls. Qualifications: valid drivers license; physically able to hike and paddle. Salary: \$23,700-\$27K. For more information and to apply, e-mail amanda.lennox@threesprings.com; phone: 434.983.2051; website: www.outdoorcounselorjobs.com.

BIKE TOURS AND RENTALS MANAGERS • DC

Positions available with Bike and Roll Washington, Bike the Sites. Duties: supervise rental operations; assist with daily bicycle tour departures; oversee rental staff; handle customer reservations and requests; perform daily customer service tasks. Qualifications: responsible, personable, and organized; knowledge of bike maintenance preferred. Deadline: 2/22/2008. For more information and to apply, e-mail

jobs@biketbsites.com; phone: 202.842.2453, ext. 104; website: www.biketbsites.com/jobs.htm.

RN SUMMER CAMP • Columbia and Greene Counties, NY

Position available with AHRC New York City. Position runs from 6/1/2008 to 9/3/2008. Duties: reviews camper files to plan care while at camp; works with assessment, treatment, and medication administration; assists with family contact for campers with developmental disabilities; assists with daily monitoring to maintain health; assists camp staff to remain healthy; works with triage to local ER or other medical services. Qualifications: New York RN license required; experience with persons with developmental disabilities preferred; ability to work well with others in a summer camp setting; CPR and First Aid certification preferred. Salary: \$185/day. For more information and to apply, e-mail Mary.Haner@ahrcnyc.org; phone: 518.329.5649; website: www.ahrcnyc.org.

CLASSROOM TEACHERS • DC

Position available with DC Preparatory Academy. Duties: identifies curricular resources; creates lesson plans; evaluates student progress; analyzes student progress; works with special education teachers; participate in collaborative planning and professional development; supports the school's mission; communicates with families. Qualifications: two years' successful teaching experience in an urban environment; strong undergraduate record; MA/MS preferred; firm grasp of grade-appropriate material and instructional strategies; achievement of NCLB "Highly Qualified" status. Deadline: 8/31/2008. For more information and to apply, e-mail arobinson@dcprep.org; phone: 202.635.4590, ext. 226; website: www.dcprep.org.

COORDINATOR – HOMELESS YOUTH PROGRAM • Portland, OR

Position available with Outside In. Duties: coordinates and facilitates basic needs and engagement for homeless youth in the day program; works Sunday to Thursday with some evening hours. Qualifications: supervision experience; three years' experience with homeless or at risk youth. For more information and to apply, e-mail apply@outsidein.org; website: www.outsidein.org/employment.htm.

MENTAL HEALTH ADMINISTRATOR • Portland, OR

Position available with Outside In. Qualifications: MS Office skills; self-directed; detail-oriented; two years' office administration experience required; experience with homeless or

medical setting preferred; bilingual Spanish and English preferred. Salary: \$13.25-\$14.00/hour with benefits. Send cover letter and application to apply@outsidein.org; website: www.outsidein.org.

PROGRAM OFFICER • DC

Position available with American Councils for International Education: ACTR/ACCELS. Duties: coordinates the expansion and maintenance of program websites; publicizes U.S. teacher opportunities in LTMS and U.S.; travels to sites in U.S. and abroad. Qualifications: demonstrated organizational ability and problem-solving skills within unstructured environments; ability to manage multiple priorities quickly and effectively. Deadline: 2/5/2008. For more information and to apply, visit "Get Involved" at www.americancouncils.org; phone: 202.833.7522; e-mail: resumes@americancouncils.org.

SENIOR PROGRAM ASSOCIATE • DC

Position available with SEEP Network. Duties: works with project management, program implementation, and administrative functions in the capacity building program; develops and manages activities with microfinance networks, primarily in the area of financial viability; secures and executes peer learning; promotes, implements, and monitors network operational standards, and best practices. Qualifications: MA/MS in international business, international development, or related field; strong financial skills; knowledge of organizational development best practices; experience managing multi-partner project; three years' experience in MED sector; ability to travel overseas; foreign language skills; independent, effective judgment. Deadline: 2/10/2008. For more information and to apply, e-mail dezso@seepnetwork.org; website: www.seepnetwork.org.

AGENCY SERVICES REPRESENTATIVE • Bloomfield, CT

Position available with Foodshare, Inc. Duties: provides direct customer service to partner agencies; conducts and monitors visits; keeps records; responds to questions and requests for information; tracks agency trends and promotion of available services. Qualifications: excellent customer service skills and detail orientation; MS Office proficiency; personal transportation and clean driving record required; fluency in Spanish preferred. Deadline: 4/1/2008. For more information and to apply, e-mail glombarado@secondharvest.org; phone: 860.286.9999; website: www.foodshare.org.

DIRECTOR • West Sacramento, CA

Position available with Rural Community Assistance Corporation (RCAC). Duties: oversees

and provides director for RCAC's loan fund in its mission to provide low-cost financing for affordable housing and other rural development projects; originates other types of direct and secondary market loans; manages lending program, activities, and staff. Qualifications: eight years' experience in loan fund development, design, operation, management, and/or financial management of a nonprofit corporation; MA/MS or equivalent experience preferred. Salary: \$75K–\$95K. For more information and to apply, visit www.rcac.org.

International

COMMUNITY SERVICE TRIP LEADER • Asia, Caribbean, North/Central/South America

Position available with Visions Service Adventures. Position is for six to ten weeks, starting 6/2008. Duties: mentors teens and supervises project sites, recreational activities, cross-cultural expeditions, and daily living in safe, challenging environment. Qualifications: 22 or older; experience leading and teaching teens; genuine team player mindset a requisite; work attitude that is cooperative, positive, safety-conscious, and community spirited; certified in First Aid, CPR, and Water Safety; construction skills; experience in different cultures; French and Spanish fluency are pluses. Salary: \$260/week plus room, board, and travel. Deadline: 4/30/2008. Phone: 717.567.7313; e-mail: info@VisionsServiceAdventures.com; website: www.VisionsServiceAdventures.com.

WAT/SAN/EH COORDINATOR • Kaga Bandoro, CAR

Position available with International Rescue Committee. Duties: responsible for design, implementation, and management of the environmental health program, working in close collaboration with the field coordinator, operations coordinator, and finance controller; some travel to Bangui as needed. Qualifications: BS/MS in civil engineering; three years' international experience developing and implementing water, sanitation, and hygiene promotion projects in an emergency or development context required; fluency in English and French required. Deadline: 3/24/2008. For more information and to apply, visit www.ircjobs.org.

FIELD COORDINATOR • Bocaranga, CAR
Position available with International Rescue Committee. Duties: responsible for providing management oversight to all programming and operations functions at the field level within the

Ouham Pendé Préfecture; assists with program implementation, operations, safety and security, and finance management; monitors and manages a team of three to five international and 30 to 40 national staff. Deadline: 3/24/2008. For more information and to apply, visit www.ircjobs.org.

DEPUTY DIRECTOR OF PROGRAMS • West Sudan

Position available with International Rescue Committee. Duties: supervises all project activities and operations in the Darfur region. Qualifications: MA/MS in relevant field; five years' overseas experience in a progressively senior management program position; experience working and coordinating with donors including USAID (OFDA), BPRM, UNICEF, DFID, DCOF and EU, with national NGOs and government agencies. Deadline: 3/15/2008. For more information and to apply, visit www.ircjobs.org.

PROPOSAL DEVELOPMENT SPECIALIST • Juba, South Sudan

Position available with International Rescue Committee. Duties: leads efforts to produce high quality proposals to several major donors including USAID, EC, and bi-lateral donors; ensures that proposal design is a team effort and includes IRC grants, program, and field staff. Qualifications: excellent writing skills; MA in relevant field; proven track record producing successful proposals to major USG, EU, bi-lateral and/or UN donors; ability to work under difficult conditions and travel extensively. Deadline: 3/15/2008. For more information and to apply, e-mail www.ircjobs.org.

GRANTS COORDINATOR • Juba, South Sudan

Position available with International Rescue Committee. Duties: heads the Juba-based grants unit for the program in southern Sudan. Qualifications: BA/BS in international relations or a social science field preferred; three years' international NGO field experience in grant management, proposal and budget development, and donor reporting. Deadline: 3/15/2008. For more information and to apply, visit www.ircjobs.org.

PROTECTION AND RULE OF LAW COORDINATOR • Khartoum, Sudan

Position available with International Rescue Committee (IRC). Duties: provides strategic leadership and direction in realizing progress towards durable solutions with Sudan's protection and rule of law programs, using IRC's program framework as a guide. Qualifications: MA/MS

in human rights, international law, international relations, or related field, with a specialization in rule of law; six years' experience in protection-related and/or human rights field, particularly with safeguarding and promoting IDP rights. Deadline: 3/15/2008. For more information and to apply, visit www.ircjobs.org.

DIRECTOR OF OPERATIONS • Khartoum, Sudan

Position available with International Rescue Committee. Duties: supports programs in Darfur, north, and east Sudan. Qualifications: MA in business management, operations, or relevant field; five years' progressive management and leadership experience in an international NGO; experience managing large and diverse staff in programs with portfolios over \$8 million. Deadline: 3/15/2008. For more information and to apply, visit www.ircjobs.org.

EDUCATION MANAGER • Afghanistan

Position available with International Rescue Committee (IRC). Duties: responsible for all IRC Afghanistan inclusive education activities; oversees implementation of a program in five provinces of Afghanistan through the development of a national staff team and local partnerships; ensures that needs of children with disabilities are considered in all relevant IRC programming; participates in relevant networks and coordination fora. Deadline: 3/1/2008. For more information and to apply, visit www.ircjobs.org.

CHIEF OF PARTY • Afghanistan

Position available with International Rescue Committee. Duties: maintains productive working relationships with all members of the partnership and with the ministry of education; conducts occasional field monitoring and familiarization visits; ensures the final quality of all program outputs; provides leadership and direction to the members of the partnership in order to ensure that activities achieve the greatest coverage and impact possible. Deadline: 3/10/2008. For more information and to apply, visit www.ircjobs.org.

GLOBAL ROUTES LEADER • Various locations

Position available with Global Routes. Duties: oversees in-country travel, food, lodging, and activities; manages homestays, community-driven service projects, and program budgets; works with local staff, guides, and organizations; facilitates growth, development, and safety. Qualifications: extensive experience with North American high school and college students in educational and experiential con-

texts; background in cross-cultural, wilderness, and/or classroom teaching; leadership, communication, and organizational skills; extensive international travel. For more information and to apply, e-mail mail@globalroutes.org; phone: 413.585.8895; website: www.globalroutes.org/staffapply.html.

RESEARCH SPECIALIST II-VEGETABLE CROPS • Virgin Islands

Position available with University of the Virgin Islands. Duties: conducts field experiments on vegetable crops; prepares progress reports; presents papers; assists with grant proposals. Qualifications: MS in horticulture, agronomy, or plant science; work and research experience with vegetables; experience in tropical agriculture and small farm systems; knowledge of field plot technique, experimental design, statistical procedures, data processing, and computer programs. Salary: \$29,690–\$45,722 with retirement, health, and life insurance programs. Deadline: 2/29/2008. Send cover letter, application, résumé, transcripts, and three letters of recommendation to Human Resources Department, University of the Virgin Islands, #2 John Brewers Bay, St. Thomas, VI 00802-9990; e-mail: hrweb@uvi.edu with “Research Specialist II-Vegetable Crops, 121031” in subject line.

FINANCE AND ADMINISTRATION MANAGER • Afghanistan

Position available with Counterpart International (CPI). Duties: supervises and provides technical assistance and support to administration; works closely with CPI partners and grantee organizations to ensure compliance with donor rules and regulations. Qualifications: MA/MS in finance or accounting, or CA/ACCA foundation; three years’ post qualification experience working with an NGO; experience with USAID funded projects preferred; excellent communication, problem-solving, teamwork, and leadership skills; Dari or Pashto language skills; computer skills; ability to travel to provinces. Deadline: 2/8/2008. For more information and to apply, e-mail ttran@counterpart.org; phone: 703.236.1200; website: <http://jobs.counterpart.org>.

COURSE INSTRUCTORS • Various locations

Positions available with Where There Be Dragons. Positions run for summer 2008. Duties: instruct groups in programs in China, Silk Road, Thailand, Cambodia, Vietnam, Tibet, India, Himalayas, Guatemala, Peru, Bolivia, Senegal, and Morocco. Qualifications: extensive experience traveling and/or living in the region; strong language ability; enthusiasm and experience for working with young people. For more informa-

tion and to apply, e-mail staffing@wheretherebedragons.com; phone: 800.982.9203; website: www.wheretherebedragons.com.

MONITORING/COMMUNICATIONS SPECIALIST • Afghanistan

Position available with AECOM International Development. Duties: provides field progress monitoring and reporting to USAID and program communications to stakeholders; implements a communications plan for ADP/N to ensure that the Afghan public and elected officials, as well as USAID, are well informed of the progress and results of the program and in the lives of the residents of Northeastern Afghanistan. Qualifications: experience in position with similar duties; experience living in conflict or post-conflict area preferred; experience writing to USAID. Deadline: 2/10/2008. For more information and to apply, e-mail jud.nirenberg@aecom.com.

GLOBAL OFFICER • Jacmel, Haiti

Position available with Orphans International Worldwide. Duties: oversees all aspects of the program and budget; cares for the 11 children in conjunction with other staff. Qualifications: ability to speak Haitian Creole preferred; English fluency; ability and willingness to help children with English skills; one year minimum commitment required. Salary: stipend with room, board, and program expenses. Deadline: 5/15/2008. For more information and to apply, e-mail linda@oiww.org; website: www.oiww.org.

DEPUTY TRAINING MANAGER • Ulaanbaatar, Mongolia

Position available with Peace Corps Mongolia. Position runs from 5/13/2008 to 8/22/2008. Duties: assists the training director with design, implementation, and evaluation of a pre-service training program; travel on weekends may be required. Qualifications: relevant training experience; ability to adapt to and succeed in challenging infrastructure conditions; knowledge of Mongolian culture and lifestyle; experience in participating in a Peace Corps or other training of trainers workshop; ability to design, implement, and evaluate adult training for assets and community based development programs; experience in international development field. Salary: per diem, rent, and utility costs provided. Deadline: 3/1/2008. For more information and to apply, e-mail derdenechimeg@mn.peacecorps.gov; phone: 976.11.311518.

ELEMENTARY CLASSROOM TEACHERS • Siem Reap, Cambodia

Positions available with Jay Pritzker Academy.

Duties: develop curriculum and assessment; teach early childhood and lower elementary school students. Salary: \$25K with benefits. For more information and to apply, e-mail Lisa Arthur at lisadarthur@jpacambodia.com; phone: +855.092.753.420; website: www.jpacambodia.com, or contact Lisa Arthur at lisadarthur@jpacambodia.com.

SCHOOL MANAGEMENT ADVISOR • Qatar

Position available with Academy for Educational Development. Duties: manages project activities to ensure that the school is well managed and the development plan is successfully executed; provides necessary leadership and training to independent school leaders by helping them implement their vision. Qualifications: academic training in a field related to education administration; five years’ experience improving basic education; experience as a school principal required. Deadline: 2/17/2008. Send cover letter and CV to employ@aed.org; phone: 202.884.8342; website: www.aed.org.

HIV/GBV PROGRAM OFFICER • South Sudan

Position available with American Refugee Committee. Duties: provides HIV and GBV prevention and response activities to the community, with specific target groups including women, youth in school, youth out of school, mobile populations, and military. Qualifications: MPH or similar degree required; experience living or working in south Sudan or other post conflict settings preferred; two years’ experience in implementation of HIV and GBV programs and conducting trainings required; knowledge of BCC strategy development and implementation required; excellent proposal writing skills; experience managing, supervising, and training staff. Salary: \$2,200/month. Deadline: 3/2/2008. For more information and to apply, e-mail rebekahv@archq.org; phone: 612.872.7060; website: www.archrelief.org.

RESIDENT DIRECTORS • Russia

Positions available with American Councils for International Education: ACTR/ACCELS. Duties: observe participant classes at Russian host universities; meet regularly with teachers. Qualifications: BA in Russian language or area studies or equivalent; advanced oral and written Russian language skills; study, work, or extensive travel experience in Russia. Deadline: 5/2008. For more information and to apply, visit “Get Involved” at www.americancouncils.org; phone: 202.833.7522; e-mail: resumes@americancouncils.org.

Intern/Volunteer

LAND STEWARDSHIP/ECOLOGICAL MONITORING INTERN • Hailey, ID

Internship available with Lava Lake Land and Livestock. Position runs during summer 2008. Duties: assists with collection of vegetation; monitors data in the Pioneer Mountains; conducts land stewardship activities. Qualifications: self-motivated; ability to work independently and with a team; good physical condition; good communication and organizational skills; academic background in field biology; interest and experience in ecological monitoring and research work outdoors; ability to identify plants of the Great Basin and Northern Rockies. Salary: \$1,200/month. Deadline: 3/1/2008. For more information and to apply, e-mail tess@lavalake.net; website: www.lavalakelamb.com/conservation.php.

ILLINOIS LEGISLATIVE STAFF INTERNS • Springfield, IL

Internships available with the Illinois General Assembly. Positions run ten-and-a-half months. Duties: work as legislative staff members with either the Illinois general assembly or legislative research unit; participate in an academic seminar conducted by University of Illinois at Springfield faculty. Qualifications: BA/BS; cumulative undergraduate GPA of 2.75 for partisan positions or 3.0 for legislative research unit positions. Salary: \$2,026/month with health insurance. Deadline: 3/15/2008. Send ILSIP application, résumé, essay, and three references to vandykebrown.barbara@uis.edu; website: <http://ilsip.uis.edu>.

GRADUATE PUBLIC SERVICE INTERNS • Springfield, IL

Internships available with University of Illinois at Springfield. Positions run 21 months, for 20 hours/week. Qualifications: BA/BS; cumulative GPA of 2.5 or better; full or conditional admission to a graduate program at UIS. Salary: \$950/month for PT work during academic year; \$1,900/month for FT work over summer, with 40 hour graduate tuition waiver of nine credit hours for fall and spring semesters, an optional four credit hour waiver for summer semester, and an annual \$300 professional development fund. Deadline: 3/15/2008. Send GPSI application, résumé, goal statement, and three reference letters to shures.shawn@uis.edu; phone: 217.206.6153; website: <http://gpsi.uis.edu>.

Education

SOCIAL WORK SCHOLARSHIPS • St. Louis, MO

The Brown School of Social Work at Washington University offers two \$35K John F. Kennedy Scholarships annually to RPCVs. Fellows earn a master's degree in social work (MSW) in two years' full-time study at the social work institution. Deadline: 3/1/2008. For more information and to apply, e-mail msw@wustl.edu; phone: 314.935.6676; website: gwbweb.wustl.edu.

EDUCATION FELLOW • Estes Park, CO

Positions available with the Public Allies at Eagle Rock School. Duties: teach specific subjects; performs residential responsibilities within the high school. Qualifications: BA/BS; interest and/or experience working with youth; one-year commitment required. Salary: \$18K with room and board. Deadline: 2/22/2008. For more information and to apply, e-mail eaglerock@publicallies.org; phone: 970.586.0600, ext. 132; website: www.publicallies.org.

IDCE FELLOWSHIP • Worcester, MA

Clark University offers an IDCE Fellowship in the areas of international development and social change, geographic information sciences for development and environment, community development and planning, environmental science and policy, conflict and development, community-based development, environmental justice, and GIS. Salary: \$48,900. Deadline: 2/15/2008. For more information and to apply, e-mail idce@clarku.edu; phone: 508.793.7205; website: www.clarku.edu/idce.

ENGLISH LANGUAGE FELLOW • Various locations

The EL Fellow Program offers nearly 100 positions for 2008-2009. Assignments run 10 months. Duties: work as ESL/EFL instructors; conduct teacher training, ESP instruction, curriculum and materials development, evaluation, and programming. Qualifications: U.S. citizen; MA with a focus in TEFL or TESL; degree must be conferred by end of spring term; two years' professional TESL or TEFL experience; curriculum and materials development experience preferred; senior fellows must have a minimum four years' TESOL teacher training experience in TESL or TEFL; overseas experience preferred. Salary: \$25K-\$35K with living allowance and round trip airfare. Deadline: 3/31/2008. For more information and to apply, e-mail elf@georgetown.edu; phone: 202.687.2608; website: <http://elf.georgetown.edu>.

ROTARY WORLD PEACE FELLOWSHIP • Various locations

The Rotary Foundation is accepting applications for the Rotary World Peace Fellowship. Receive a full scholarship to pursue a master's degree in international studies, sustainable development, peace, and conflict resolution at one of the six Rotary Centers at University of California, Berkeley; Duke University; University of North Carolina; University of Bradford; International Christian University; University of Queensland; and Universidad Del Salvador. Qualifications: three years' professional experience; proficiency in a second language; commitment to world peace and conflict resolution. Deadline: 7/1/2008. For more information and to apply, e-mail Laura.Tell@rotary.org; phone: 847.866.3307; website: www.rotary.org.

CITY HALL FELLOW • Houston and San Francisco

Internship available with City Hall Fellows. Duties: works within the senior level of a city government; participates in a civic leadership development program exploring the politics, mechanics, history, and structure of local governance. Qualifications: BA earned in 2006 or later; good academic achievement; good oral and written communication skills; leadership potential and ability; dedication to contributing to society; entrepreneurial spirit. Salary: \$2,080-\$3,075/month with health benefits. Deadline: 2/29/2008. For more information and to apply, e-mail apply@cityhallfellows.org; website: www.cityhallfellows.org.

Americorps/VISTA

PROGRAM AND DEVELOPMENT • Miami, FL

Position available with Educate Tomorrow (ET). Duties: works with program director; produces program curriculum for the life skills camp; mentors; works with juvenile court contact programs; modifies current curriculum; develops community specific approaches; assists with establishment of ET's programs in communities. Qualifications: interest in the service of disenfranchised youth; excellent writing and communication skills; experience coordinating skilled professional volunteers; innovative approach to problem solving; experience in program development and/or implementation; college experience or degree preferred. Salary: \$10,908. For more information and to apply, e-mail jenkins@educatetomorrow.org; phone: 305.374.3751; website: www.educatetomorrow.org.

Hotline For Returned Volunteers / From the Office of Domestic Programs

PROGRAM AND PUBLIC RELATIONS • Miami, FL

Position available with Educate Tomorrow. Duties: works with program director and public relation consultants; produces outreach and marketing materials for volunteer recruitment; recruits and screens volunteers; meets with local business owners to solicit community partners; sets up case management referral system to select youth candidates for the program; researches and develops funding resources to ensure project sustainability. Qualifications: interest in the service of disenfranchised youth; excellent writing and communication skills; experience coordinating a project or group of volunteers; experience in marketing, sales, or effectively communicating ideas; proficiency in Spanish and/or Creole; college experience or degree preferred. Salary: \$10,908. For more information

and to apply, e-mail jenkins@educatetomorrow.org; phone: 305.374.3751; website: www.educatetomorrow.org.

AMERICORPS*VISTA VOLUNTEER POSITIONS • New Orleans

Four positions available with Global MapAid. Duties: work with conference marketing and follow up, poverty and disaster mitigation, GIS and data collection, and truck and RV engineering; responsible and accountable to an Americorps*VISTA supervisor with the partner organization at the geography department of the University of New Orleans. Qualifications: BA/BS or relevant experience. Salary: volunteer stipend with government benefits and, child care, and end of contract grant. For more information and to apply, e-mail [\[googlemail.com\]\(mailto:googlemail.com\); phone: 877.224.5711; website: \[www.globalmapaid.rdvp.org\]\(http://www.globalmapaid.rdvp.org\).](mailto:global.mapaid.jobs@</p></div><div data-bbox=)

EMPLOYER OUTREACH ASSISTANT • San Francisco

Position available with Upwardly Global. Duties: responsible for developing and growing the employer network program to increase placement outcomes for jobseekers. Qualifications: BA/BS or equivalent foreign degree credential; one to two years' professional experience preferred; interest or experience in sales and business development preferred; excellent oral, written, interpersonal, and phone communication skills. For more information and to apply, e-mail rachel@upwardlyglobal.org; phone: 415.834.9901; website: www.upwardlyglobal.org.

To submit a mailing address change, visit www.peacecorps.gov/rpcv/info. You can also send address changes to rpcvupdate@peacecorps.gov.

Disclaimer : *When responding to a listing, please indicate with a cover letter that you are a returned Peace Corps Volunteer submitting your résumé in response to a HOTLINE announcement. Questions concerning positions should be addressed to the advertiser, not to Returned Volunteer Services. HOTLINE is published twice monthly for the use of RPCVs and should not be posted on bulletin boards or passed on to non-RPCVs. The Peace Corps has no control over, nor responsibility for, HOTLINE advertisers, nor do we have personal knowledge relating to working conditions of advertised opportunities. If you have any complaints about an advertiser, please write us.*

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Tip #2: This storytelling advice also rings true for job interviews and networking events. Remember to keep your sound bites SHORT and targeted to the person asking the question or the organization they represent. For example, if you are networking with someone from the CDC (Centers for Disease Control), you might focus more on the health aspects of your Peace Corps service, and talk about some of the secondary projects in HIV/AIDS even if you weren't a health volunteer. Remember, your sound bites are a lure that can, if effectively utilized, draw people in to your story and experiences. Apply this same principle in the job interview. When someone asks about an aspect of your service, respond with a concise answer that connects the skills you learned in Peace Corps with the skills necessary at the job for which you're interviewing. As you highlight your background, remember to work in other stories too—not just Peace Corps ones—in order to show your diversity and range of experiences (even if some were in college). You'll come to see that the art of interviewing really comes down to the art of *storytelling* (and I don't mean story WEAVING—make sure what you say is the truth!)

If you would like more practice telling your story as a tool to finding employment, consider attending the next Career Event taking place in Washington, DC from February 26-29. This four-day event will include interactive sessions on networking, interviewing and résumé writing, among others, and opportunities to actually put into practice what you've learned while interacting with employers participating in the career fair on Thursday, February 28. For more information or to register for the event, contact rvsevents@peacecorps.gov.

Tip #3: Another great way to practice telling your story while fulfilling the Third Goal of Peace Corps is by taking part in this year's Peace Corps Week celebration (February 25 - March 3). During this time, thousands of RPCVs will join forces with local schools, places of employment, or other institutions to share stories and cross-cultural experiences from their Peace Corps service. Assistance and many resources are available for RPCVs participating in this initiative. Register online today and we'll send you a free presentation kit containing ideas and resources for whatever Peace Corps Week activity you choose to organize. Visit www.peacecorps.gov/pcweek for more information, tips, and downloadable resources to enhance your presentation. This is a fun and easy way to stay connected, fulfill the Third Goal and keep your Peace Corps experience alive as you transition back into life in the States.¹

Tip #4: Finally, consider connecting with your local Peace Corps recruitment office to tell your story as part of a recruitment event—there are 11 Regional Recruiting Offices, spanning the entire U.S. so there are bound to be periodic recruiting events scheduled for almost every region of the country. You might volunteer to be an RPCV guest speaker at a General Information Meeting - a recruitment

¹ For ideas on how to share your rich and stimulating Peace Corps story with others, please see the [December 15, 2006](#), and [February 1, 2007](#), issues of Hotline.

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event where folks interested in learning more about Peace Corps gather together and talk to a recruiter and/or returned volunteer. Though this is not the time to tell your “largest amoeba” story, you’ll certainly get a captive audience of idealistic folks who are chomping at the bit to hear the stories of real, live returned Peace Corps Volunteers. You might really enjoy the chance to share some of your experience and answer questions while helping others learn more about Peace Corps opportunities. To contact your local Peace Corps recruiting office, call (800) 424-8580 and press option “1.”

So, go forth and conquer with these storytelling tips, and don’t forget to share your successes with us by sending an email to rvs@peacecorps.gov. You might just be the author of an article in an upcoming Hotline article about the success of storytelling in getting a job. Happy storytelling!



Have a Peace Corps Story to Tell?

The World Wise Schools program is looking for rich stories about your Peace Corps Volunteer experience to share with U.S. students. Here’s your chance to “publish”!

Talk about your community.
Your challenges. Your successes.
Your bloopers. Your accomplishments.
Your fun. Your adventures.

We deliver stories over the Web via
Podcast
Publication
Slide show

Submit your Peace Corps Volunteer stories and pictures to wwsinfo@peacecorps.gov

We welcome submissions, and reserve the right to edit (with your approval). Many, but not all, stories will be used, depending on space, suitability, style, and so on.

online passwords

Returned Volunteer Services offers RPCVs free online passwords to six job bulletins:

- International Career Employment Weekly
- Environmental Career Opportunities
- Public Health Jobs Worldwide
- Alliance for Conflict Transformation
- Ethical Jobs
- InterAction

To receive free online passwords, e-mail rvs@peacecorps.gov. Please specify which job bulletin(s) you would like to receive. Include your name, country of service, and dates of service in your request.

Noncompetitive Eligibility

Frequently Asked Questions

Unclear about your Noncompetitive Eligibility? Here's what it is. Under the Provisions of Executive Order (EO) 11103 (5 CFR, § 315.605), certain returned Peace Corps Volunteers are awarded one year of noncompetitive eligibility (NCE) for selection for federal employment. This eligibility does not mean that returned Volunteers are entitled to federal employment.

Though noncompetitive eligibility does not require, it does permit an agency to hire a returned Volunteer who meets the minimum qualifications for the position without going through all of the formalities of the competitive process. The decision whether to hire a returned Volunteer under noncompetitive eligibility is within the discretion of the hiring agency. Therefore, to alleviate any confusion it is advised that RPCVs make the hiring agency aware of their remaining NCE as clearly as possible.

RPCVs who have completed less than one year of service (including training time) will not receive NCE. However, the Country Director may issue certification to Volunteers who have satisfactorily served for twelve consecutive months, including training, and whose termination is determined to be for reasons beyond the Volunteer's control. Country Directors will include the certification statement as the final paragraph on the Description of Service statements for Volunteers granted this benefit.

What are competitive service positions? Congress has established laws, policies, and procedures governing employment. This formal process is designed to eliminate discrimination and favoritism and to provide fair and open competition so that hiring and promotion are based on merit. These competitive service jobs are governed by specific examination or appointment procedures as set out by the U.S. Office of Personnel Management (OPM). Thus, RPCVs (with NCE) who have an interest in a "competitive service" position may be hired more easily because that employing agency can select that RPCV without going through all the competitive-related hiring procedures.

How do I make sure the employing agency is aware of my NCE? RVS has developed a sample cover letter that can be tailored to help explain NCE status to the hiring agency. The regulatory authority for NCE is set out under Title 5 Code of Federal Regulation (CFR) § 315.605. RPCVs should highlight NCE status in their cover letter, on their resume, and through the supplemental documents area most online applications systems provide. In addition, we have made available an informational letter from Peace Corps that RPCVs may also give to prospective federal employers explaining their noncompetitive eligibility.¹

The agencies listed in the "Hot Opportunities" section on page two of this issue of *Hotline* are already aware that RPCVs applying for their vacancies have NCE; thus, it is not necessary to provide an informational letter. **You must, however, include an explanation of your NCE status in the cover letter you submit to the U.S. Department of Education. Include the following text, as appropriate:**

I closed my Peace Corps service on mm/dd/yyyy. Since that date was less than one year ago, I have noncompetitive eligibility.

-OR-

I closed my Peace Corps service on mm/dd/yyyy. However, I was enrolled in a full-time graduate program at [university name] from mm/dd/yyyy until mm/dd/yyyy. I therefore have X months of noncompetitive eligibility left.

-OR-

I closed my Peace Corps service on mm/dd/yyyy. However, I was a member of the U.S. military from mm/dd/yyyy until mm/dd/yyyy. I therefore have X months of noncompetitive eligibility left.

-OR-

I closed my Peace Corps service on mm/dd/yyyy. However, I was a full-time volunteer with [organization name] from mm/dd/yyyy until mm/dd/yyyy. I therefore have X months of noncompetitive eligibility left.

How do I prove NCE?

NCE is officially granted to you through your Description of Service (DOS) and is proved by attaching a copy of your DOS when applying for a federal job. The DOS will reference "Executive Order 11103," which is the Presidential directive that established NCE. If you have misplaced your original DOS, contact the Office of Volunteer and PSC Financial Services, at 800-424-8580, ext. 1770, for another copy.

What are some instances that noncompetitive eligibility is extended? And, if I qualify for the extension, how do I make sure that it is granted?

Noncompetitive eligibility can be extended by the hiring agency for up to two additional years (which would equal a maximum of three years from the COS date) for four reasons:

- If, after Peace Corps service, you enter the military.
- If you become a full-time student at a recognized institution of higher learning.
- If you work for the Peace Corps in activities related to Volunteer program operations. For example, if you work on a Peace Corps training program following your service, your NCE could be extended for the length of time you worked on the training program.
- If you engage in another activity that the hiring agency thinks warrants an extension. The Federal Personnel Manual states, "Generally, work experience which is pertinent to the position being filled and which can be expected to enhance the candidate's performance and value to the agency could be an appropriate basis for extension. Extensions should not be granted routinely, but should be reserved for situations in which the activity has truly enhanced the RPCVs value to the agency."

Can NCE be "used up" during the 12 month period?

The answer to this question is "no." You are able to use your noncompetitive eligibility more than once during the period of eligibility if the hiring agency permits you to do so.

¹ For more information about documenting your NCE for federal agencies, please refer to the [December 1, 2006, issue of Hotline](#).

Inspire Inform Enrapture

Peace Corps Week 2008

February 25 - March 3

RPCV groups have organized events at schools, restaurants, museums, libraries, and youth groups.

Governors and other local officials in over 40 states have made proclamations announcing Peace Corps Week in their jurisdictions.

Peace Corps Fellows/USA graduate students have organized cultural events, panel discussions, and community activities at partner universities around the country.

Overseas phone calls have connected U.S. students with their PCV correspondents through the Coverdell World Wise Schools Correspondent Match program.

Join in the celebration!

Let us know how you plan to celebrate Peace Corps Week 2008. Contact the Peace Corps Week team at pcweek@peacecorps.gov. Register to officially participate, at www.peacecorps.gov/pcweek!





RPCV Career Event

Washington, D.C.
February 26-29, 2008

Register today!

"This morning I accepted an offer at Chemonics to work in their Latin American and Caribbean region. This position came directly from networking at the Career Fair."

-Erica Hill, RPCV Peru 2005-07

"I was offered a full time job at AED this week. ... I'm sure all of the activities at the RPCV career event and your help with my resume and cover letter really made the difference. Thanks for being there for all of us. It really makes the job hunt seem less impossible and sometimes even fun."

-John Kinsella, RPCV Mongolia 2005-07

"The workshops exceeded my expectations. I really enjoyed the mix between large group sessions and ... smaller groups with a staff member. These small group sessions were extremely valuable to practice the situation and receive feedback."

-Dec. 2007 RPCV career event participant

The February 2008 RPCV Career Event is your opportunity to reconnect with the Peace Corps community and hone your job-hunting skills. Participate in four FREE days of career-development workshops and discussions for recently returned Peace Corps Volunteers.

Tuesday, February 26, 2008 - Sharing Your Peace Corps Story

Wednesday, February 27, 2008 - Sharing Your Qualifications

Thursday, February 28, 2008 - Federal Employment and RPCV Career Fair

Friday, February 29, 2008 - Employer Information Sessions

See the detailed schedule of events at www.peacecorps.gov/rpcv/events.

To register, e-mail rvsevents@peacecorps.gov.

Sponsored by Returned Volunteer Services,
Office of Domestic Programs,
United States Peace Corps





Peace Corps' Office of Domestic Programs, Returned Volunteer Services Introduces SIGI³

What is SIGI³?

SIGI³ is a highly interactive career assessment tool that is designed to help you make informed and rational decisions about your field of study and career. SIGI³ can help you assess your work-related values, interests, and skills. SIGI³ will help you examine key motivators and match work-related values, interests, and skills to educational and career pathways. First you will enter your work-related preferences, and then SIGI³ will search its built-in library and find those careers that most closely match your preferences. SIGI³'s library is so large that it may well find career options that you never even considered or knew existed!

How do I register for access to SIGI³?

To access SIGI³, e-mail RVS at rvsinfo@peacecorps.gov with your full name, country and dates of Peace Corps service.

*****SIGI 3 is licensed to the United States Peace Corps. Use of this license by individuals not officially and directly authorized by Peace Corps' Office of Domestic Programs/Returned Volunteer Services is prohibited.*****



***“The logic of the Peace Corps is that someday we are going to bring it home to America.”
President John F. Kennedy, 1961***

Go to <http://www.peacecorpsconnect.org/free>
to activate your FREE one-year membership in the National Peace Corps Association
and any of its 130+ groups based on country of service, geographic region,
or interest. Also, explore jobs and graduate programs
through their online Career Center.

All RPCV groups are nonprofit organizations of returned Peace Corps Volunteers, former staff, and friends, and are not part of Peace Corps. This posting is for informational purposes only and should not be considered either as an endorsement or promotion of any particular organization.