

# H TLINE

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

## HOT Resources

The following books offer useful information on getting back on your feet:

*What Color Is Your Parachute?*  
2002 Edition: A Practical Manual for Job-Hunters and Career Changers  
by Richard Nelson Bolles  
Ten Speed Press, 2001  
This is the latest edition of a 32-year-old best seller, rewritten from scratch.

*Changing Careers for Dummies*  
by Carol L. McClelland  
Hungry Minds, Inc., 2001  
A friendly guide to help you in your career transition, figure out what you can and want to do, and come up with a plan to succeed.

*Laid Off & Loving It! How People Like You Conquered a Career Crisis*  
by Paul David Madsen  
growmedia.com, 2001  
A book to help you discover more about your career prospects. Helps you take your knowledge and find new ways to use it. Good for job/career changers, early retirees, and more, in addition to lay-off victims.

Shanta Swezy  
RPCV Kazakhstan  
Hotline Editor

Samuel Axelrod  
RPCV Ukraine  
Hotline Assistant

For information on how to place job announcements, contact:  
Peace Corps  
Returned Volunteer Services  
Phone: (202) 692-1430 or  
(800) 424-8580, ext. 1430  
E-mail: <hotline@peacecorps.gov>  
Fax: (202) 692-1431 or 1421  
Web site:  
<www.peacecorps.gov/rpcv/hotline>

## Ten Tips For When You're Laid Off or Fired

by Shanta Swezy  
Manager, Returned Volunteer Services

*Editor's note: This article originally appeared in the 12/1/99 issue of Hotline. With today's economic downturn and higher levels of unemployment, we are reprinting the article with useful tips to help you get through these tough times.*

It happened one day unexpectedly. Lisa, the senior editor of a well-known children's magazine in New York, was called into her boss's office and told that she was being laid off. The company was having financial problems and needed to cut some of the editorial positions. With only a few hours' warning, Lisa's boss asked her to clean out her office and leave. Because of the abrupt notice, the company offered her a hefty severance package. The extra money and genuine remorse that her supervisor expressed, however, didn't minimize Lisa's feelings of shock and rage.

Believe it or not, this story has a happy ending. After six months of job hunting, Lisa was offered the job of her dreams. A dolphin lover since childhood, one day Lisa received a phone call for a job interview as the editor of . . . you guessed it, a "dolphin" magazine published by the Jacques Cousteau Society. In fact, Lisa was flown to Paris for her second interview to meet the late Cousteau himself. She has been employed by Dolphin Log magazine in New York for four years now. And here's the irony of the situation: Lisa was recommended for the job by none other than her former supervisor!

This is a true story about a friend.

People experience such situations everyday (no, not interviewing in Paris)—getting laid off or worse, fired—and returned Peace Corps Volunteers (RPCVs) are no exception to this rule. The stress of having to look for a job can be overwhelming. But what happens if you find a job and it doesn't work out? Concurrently, RPCVs have to deal with the additional stresses of reverse culture shock, re-entry, and job loss. But the key is to not feel sorry for yourself! Sitting at home with a pint of Ben & Jerry's ice cream and watching "Seinfeld" reruns is okay once, twice, maybe even three times, but after that it becomes counterproductive (to your mental health and waistline). So if you're suddenly out of a job, here are 10 tips to help you deal with it:

1. *Take a deep, long breath and process what has happened to you.* Get upset, grieve, feel depressed for a couple of weeks—even hide under the bed covers if that helps. Then pick yourself up, take a shower, and go out into the world.

2. *Assess yourself.* Figure out who you are, where you want to go, and how to get there. A good book for self-reflection is *What Color Is Your Parachute?* by Richard Nelson Bolles—the classic career-planning book which is updated annually. You may suddenly decide that you'd be happier as a lumberjack than a banker.

3. *Create a powerful résumé and write effective cover letters.* If you are

a recent RPCV, you may want to visit the RPCV Career Center in Washington, DC which offers career resources and the use of computer equipment to help you create that résumé or cover letter. If you're not anywhere near the career center at headquarters and have Internet access, another option would be to log on to the returned Peace Corps Volunteer section of the Peace Corps Web site at <www.peacecorps.gov/rpcv>. Information is available on everything from actual *Hotlines* with job postings that you can download to listings of graduate school programs around the country which offer special consideration to RPCVs.

4. *Reach out and network.* Contact friends, friends of friends, relatives, colleagues, neighbors, and former employers and tell them you are looking for a job. Get the word out in as many possible ways as you can think of, such as: phone calls, bulletin boards, and e-mail messages. Take it one step further by following up on every job lead that comes your way, no matter how small a lead.

5. *Market yourself.* Getting a job means promoting yourself in the best possible light. Don't pad your résumé, because chances are you'll eventually get caught, but do emphasize your real strengths. Arrange informational interviews so you can learn about companies that interest you and also practice interview skills to better market yourself!

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## PUBLIC SECTOR

### CAMPUS REPRESENTATIVE • Eugene, OR

Part-time position available at the U. of Oregon starting 9/13/02 for the 2002-03 academic year. Duties: designs and implements Peace Corps recruitment campaigns; conducts information sessions, class talks, walk-in office hours, and interviews; maintains effective working relationship with Seattle Regional Office and West Cascade RPCVs. Qualifications: RPCV enrolled full-time in a UO graduate program; strong oral and written communication skills; initiative and ability to work independently; organizes tasks and manages time effectively; relates well to people of diverse backgrounds. Benefits: salary, full tuition waiver, partial fees, insurance. Send letter and résumé by 7/15/02 to: Dr. Lawrence Smith, Career Center, University of Oregon, PO Box 3257, Eugene, OR 97403-0257.

### CAMPUS REPRESENTATIVE • St. Louis, MO

Part-time position available at Washington University. Duties: designs and implements recruitment plan to increase awareness of Peace Corps programs at Washington University and in the St. Louis metro area; evaluates applications and conducts interviews; establishes and maintains working relationship with the Chicago Regional Peace Corps Office. Qualifications: enrolled at Washington University in St. Louis; returned Peace Corps Volunteer; excellent communication skills; initiative and ability to work without close supervision. Position begins May 2002. 12-month minimum commitment. Please send cover letter and résumé to Alicia Schnell, Washington University, Campus Box 1091, One Brookings Drive, St. Louis, MO 63130; e-mail <schnell@olin.wustl.edu>.

### PROGRAM ANALYST • Alexandria, VA

Positions available with the USDA's Child Nutrition Division. Duties: conducts on-site reviews of the Child Nutrition Programs (up to 80 percent domestic travel); develops review systems; interprets legislation, regulations, and policy; conducts training; responds to Congressional and public inquiries; and writes issue and briefing papers. Qualifications: minimum of bachelor's degree plus one year of experience. Please send résumé and narrative statement addressing evaluation criteria to: Michael Yost, Human Resources Division, USDA, Food and Nutrition Service, Room 420, 3101 Park Center Drive, Alexandria, VA 22302. Please call the job information hotline at (703) 305-1474 to request forms and additional information. (Announcement Nos. CN-015-02-O and CN-011-02-O)

### BUDGET ANALYST • Riverdale, MD

Position available with the US Department of Agriculture. Duties: assists in development, presentation, and execution of a portion of the Animal and Plant Health Inspection Service's annual budget; compiles narrative and statistical material and prepares exhibits and background information concerning assigned programs; monitors execution of assigned programs to assure that funds are being obligated in a timely and effective manner; conducts special studies. Qualifications: bachelor's degree (master's for entry at GS-9 level); analytical ability; excellent writing skills; computer skills a plus. Send résumé to: USDA-APHIS, Attn. Ms. Pat Donohue-Galvin, 4700 River Rd, Unit 56, Riverdale, MD 20737. For additional info, please contact Ms. Donohue-Galvin, (301) 734-8744.

### FOREIGN SERVICE OFFICERS • Worldwide

Positions available with the U.S. Department of State, Foreign Service. Duties: provide administrative, consular, political, or economic functions; carry out foreign policy missions and serve Americans abroad. Qualifications: U.S. citizen; at least 20 years old; able to pass the Foreign Service exam. Exam registration booklets available upon request at: U.S. Department of State, Recruitment Division, HR/REE/REC SA-1, 2401 E St., NW, Washington, DC 20522-0151; Web site: <www.careers.state.gov>. Register by March 11th (March 4th if taken outside the U.S.) for the April 13th Exam.

## PRIVATE SECTOR

### EXECUTIVE DIRECTOR • Washington, DC

Position available with The Crafts Center, a nonprofit dedicated to assisting low-income artisans worldwide. Duties: positions and represents the Crafts Center among target institutions; strengthens organizational capacity and oversees operations; develops increased and diversified funding; plans business growth through enhanced and integrated products and services; negotiates strategic alliances. Qualifications: six years experience in management, including program development/strategic planning, budgeting, financial management, marketing; demonstrated success and experience fundraising; experience working in international environment; excellent written/verbal communication skills. Submit résumé and cover letter to: Secretary of the Board, e-mail <nsardegna@aol.com>; fax (202) 296-2452; Web site: <www.craftscenter.org>.

### \*WILDERNESS INSTRUCTORS • Various

Positions available with Hurricane Island Outward Bound School in Florida, Maine, and Maryland. Duties in Maine and Maryland: instruct students ages 14 to 72 (majority under 21) in sailing, sea kayaking, canoeing, backpacking, hiking, and climbing from mid-May through mid-September. Duties in Florida: teach technical skills, focusing on personal and team growth through facilitated challenging experiences for adjudicated and at-risk youth. Qualifications: experience in Outward Bound or outdoor programs, preferably expedition-based; sound judgment; effective communication skills; technical outdoor skills; standard First Aid and CPR; enthusiasm and commitment. For more information, please contact: Human Resources, Hurricane Island Outward Bound School, 75 Mechanic Street, Rockland, ME 04841; phone: (207) 594-1401, ext. 388; e-mail: <employment@hurricaneisland.org>; Web site: <www.hurricaneisland.org>.

### AFFILIATES SERVICE MGR • Alexandria, VA

Position available with Gifts In Kind International, a charity promoting product philanthropy. Duties: responds to customer inquiries; ensures that information disseminated is accurate and responsive; coordinates with the Donor Development and Logistics departments in responding to affiliate needs assessments and product orders; monitors all international orders to ensure successful delivery. Qualifications: four to six years of related experience; knowledge of international logistics; strong computer and communication skills; college degree and Spanish language capability strongly preferred. Send cover letter with salary requirements and résumé to: Human Resources Director, Gifts In Kind International, 333 North Fairfax St., Alexandria, VA 22314; fax: (702) 549-1481; e-mail: <humanresources@giftsinkind.org>.

### DEVELOPMENT WRITER • Bethesda, MD

Position available with University Research Co./Center for Human Services. Duties: takes lead in writing specific parts of domestic and international proposals and conducting research on health and education-related topics. Qualifications: excellent writing/research/computer skills (word processing, spreadsheets, and database mgmt.) with attention to detail and pride in work outcomes; some knowledge of health issues and business development activities desired; able to maintain confidentiality. Salary based on history up to mid-40Ks. Please send cover letter and résumé to <hr@urc-chs.com>; Web site: <www.urc-chs.com>.

### DIRECTOR • Baltimore, MD

Position available with JHPIEGO Corporation, an affiliate of Johns Hopkins University. Duties: develops monitoring and evaluation frameworks and design; conducts evaluation studies; supervises data collection; designs research and evaluation studies. Qualifications: doctorate degree in public health, maternal/child health, or international health; expertise in HIV/AIDS, women's reproductive health; develop and analyze data using SPSS, Epi-Info, Stata, Access; experience as senior evaluation advisor or researcher in developing country. Send résumé with salary requirements to: JHPIEGO HR, fax: (410) 614-9805; e-mail: <HR@JHPIEGO.ORG>; Web site: <www.jhpiego.org>.

### CASE MANAGER • Seattle, WA

Position available with Fremont Public Association, a nonprofit social service agency serving low-income individuals. Duties: provides on site case management; develops individual service plan with client; acts as liaison for homeless families in transitional housing and assist in search for permanent housing. Qualifications: BA; three years experience working with the homeless community in social service agencies and case management experience along with driver's license and insurance with the ability to work some evening and weekends. This is a 36 hour a week position paying \$14.51/hour. For an application, please contact: Fremont Public Association, 1501 N 45th, Seattle, WA 98103; phone: (206) 694-6840; Web site: <www.fremontpublic.org>.

### ADVISOR/TRAINER • San Jose, CA

Position available at De Anza College career advancement center for refugees, asylees, and low-income ESL speakers. Duties: coordinates center; teaches workshops about résumés and job searching; provides ESL lessons and coordinates county paperwork. Fulltime salary: \$20-25 an hour. Please send résumé and cover letter to: Margaret, e-mail: <bdzilmargaret@fhda.edu>; fax: (408) 864-8462.

### PROGRAM ASSISTANT • Washington, DC

Position available with The International Organization for Migration's (IOM) Afghan program. Duties: provides overall administrative assistance, including drafting reports and memoranda, filing, answering telephones; compiles lists of potential information multipliers; disseminates information to potential applicants for assistance using the networks of multipliers; backstops general Afghanistan program by facilitating communications flows between IOM field staff and the USG donor entity; prepares any necessary information materials; participates in Washington-based events related to assistance to Afghanistan. Please send résumé to: Elisa H. Crowe, Fax (202) 862-1879; e-mail: <ecrowe@iom.int>.

**DEVELOPMENT ASSISTANT • Washington, DC**

Position available with a national conservation organization. Responsible for a variety of fundraising activities to support development staff with individual and organizational membership and foundation and corporate donors. Duties: works on mailings; tracks and records donor data; drafts correspondence. Qualifications: BA or equivalent degree; strong writing and computer skills; detail-oriented; desire to learn about fundraising. Please apply to: Kerry Hayes, Land Trust Alliance, 1331 H Street NW, Suite 400, Washington, DC 20005; fax: (202) 638-4730; e-mail: <khayes@lta.org>.

**PROJECT LEADER • Ithaca, NY**

Position available with Cornell University Department of Natural Resources. Duties: provides leadership for and coordinates a nationwide informal science education program called Garden Mosaics. The project leader will work collaboratively with program directors at Cornell University, Cornell Cooperative Extension-NYC, and Institute of Ecosystem studies, and with Extension and other community educators from eight urban and two rural sites across the United States, to develop and implement the Garden Mosaics program with educators, gardeners, and youth. Please send cover letter, résumé, and list of three references to: Ms. Nancy Bowers, Department of Natural Resources, Fernow Hall, Ithaca, NY 14853-3001.

**VARIOUS • Rogers, OH**

Summer leadership and counselor positions available with Camp Frederick Center for Spiritual Renewal, a spiritual center and camp dedicated to intentional community and spiritual growth. Duties: coordinate community service projects with local nonprofits; lead high adventure activities (white-water rafting and horseback riding); create/lead program activities, and/or facilitate group-building activities. Qualifications: excellent organizational, interpersonal, and leadership skills; eagerness to inspire youth. Salary: \$1,700-\$2,500. Send résumé ASAP to: Camp Frederick, Box 258, Rogers, OH 44455; phone: (330) 227-3633; fax: (330) 227-9005; e-mail: <campfred@raex.com>.

**EXECUTIVE DIRECTOR • Pittsburgh, PA**

Position available with a leading domestic violence center. Duties: oversees management and directs its growth in the Pittsburgh community and beyond. Current operations include an on-site shelter, comprehensive education, and outreach services. Qualifications: proven fundraising success; experience managing a large and complex nonprofit; entrepreneurial spirit; dedication to diversity; exceptional people and communication skills; knowledge of domestic violence and relevant state and local agencies a plus: Please send cover letter and résumé to: DKI, Attn: WC&S, 345 Fourth Avenue, Suite 400, Pittsburgh, PA 15222; (412) 434-1390; e-mail: <dki@dkinc.com>; Web site: <www.dkiinc.com/execsearch>.

**COORDINATOR • Washington, DC**

Position available at the National Peace Corps Association (NPCA). Duties: coordinates/promotes membership development, affiliate group relations, and fundraising. Qualifications: strong research, organization, customer service, communication, database skills; fundraising and/or membership experience preferred. Salary: \$25-30K. Contact: NPCA/Membership, 1900 L Street, NW #205, Washington, DC 20036; fax (202) 293-7554; e-mail: <development@npcv.org>.

**\*TEACHING PARENTS • Princeton, NJ**

Positions available for a married couple to live in and supervise a group home intervention program for five adults with autism. Private apartment provided. Qualifications: experience with people with developmental disabilities or academic work in psychology, education, or related field; intensive training, administrative support, and career-development opportunities provided. Salary: \$72K per couple plus room, board, business-related travel, and benefits package. Send résumé to: Gregory S. MacDuff, Ph.D., Princeton Child Development Institute, 300 Cold Soil Road, Princeton, NJ 08540; fax: (609) 924-4119.

**OUTDOOR LEADERS • Vermont**

Positions available with the Vermont Youth Conservation Corps (VYCC) to train and supervise small teams of high school and college-age crewmembers in a conservation work and education program. Duties: build cohesive teams while completing high priority work projects and facilitating educational activities. Projects include: park management, trail construction, and watershed restoration in either day or residential settings. Salary: \$320-\$480/week plus AmeriCorps Education Award, room and board, and paid staff training. Seasonal positions begin in April and May. Please call for more information and an application packet: (800) 639-8922 or (802) 241-3699; e-mail: <yccorps@together.net>; Web site: <www.vycc.org>.

**SHEEP HERDER • Townsend, MT**

Position available to herd sheep. Qualifications: works with trained dogs and horses in isolated areas for up to four months, from sunrise to sunset, seven days a week in all kinds of weather; protects sheep against predators; lives full-time in a tent or a sheep wagon without electricity or running water. Qualifications: physically fit for vigorous mountain hiking. Salary: \$650 per month plus groceries and will train a willing novice. Contact Kay, e-mail: <kingalls2@juno.com>.

**CENTER DIRECTOR • Hendersonville, NC**

Position available with the Latino Advocacy Coalition. Duties: coordinates information and referral services for center users; implements and evaluates programs, fundraising, community outreach, and fiscal management. Qualifications: strong oral and written communication skills in English and Spanish; two-year college degree or high school plus significant experience; excellent computer, collaborative, and organizational skills; ability to work with individuals of various socioeconomic levels and diverse cultural backgrounds; nonprofit work experience preferred. Please send résumé and two writing samples (English and Spanish) by 2/22/02 to: Latino Advocacy Coalition, PO Box 6065, Hendersonville, NC 28793; e-mail: <latinoadvocacycoalition@juno.com>.

**DIRECTOR • Washington, DC**

Position available with RCAP, Inc., a national nonprofit working in U.S. rural community development. Duties: manages environment grants and develop new programs. Qualifications: bachelor's degree; (master's of science or equivalent preferred in environmental engineering, natural resource management or community development); five years of field-level experience in rural community development; knowledge of drinking water supply, wastewater treatment or solid waste issues; and federal grants management; strong communication skills - both verbal and writing. Salary: \$45-55K. Send cover letter with salary history and résumé to: RCAP, Inc. 1522 K St., N.W. Suite 400 Washington, DC 20005; e-mail: <RCAP@rcap.org>.

**ASSOCIATE • Washington, DC**

Position available with commercial real estate company. Duties: handles complex payables process; processes construction/tenant work invoices for job costed and non-job costed properties; evaluates invoices against budgets, contracts, schedules, job cost reports, etc.; works with director of development, construction manager, and tenant coordinator to resolve problems; prepares worksheet schedules for job costed and non-job costed properties; processes construction deposit refunds; enters previously approved invoices into accounting system for weekly check runs. Qualifications: three years of A/P, preferably in a construction environment, working with complex invoices. For further information, please contact Rhonda Mask at (202) 466-8850; e-mail: <rhonda.mask@trakstaffing.com>.

**REGISTERED NURSE • Malibu, CA**

Position available with Ability First-Camp Joan Mier, a residential summer camp for children and adults with physical and/or developmental disabilities. Duties: medically supervises 50 campers; distributes medication; keeps records; performs medical procedures; assists in training summer staff. Qualifications: California RN license; work experience preferred. Salary: \$200/day RN and \$150/day LVN includes room and board. 6/3/02 - 8/30/02. For information and application, please contact: Kelly Privitt, 11677 E. Pacific Coast Highway, Malibu, CA 90265; fax (310) 457-6374; e-mail: <kprivitt@abilityfirst.org>.

**CASEWORKERS • Baltimore, MD**

Positions available with The Choice Programs, a nonprofit community-based programs working with at-risk youth. Duties: works on client intake and assessment interviews, establishment of goal-oriented service and educational plans, development of activity plans, as well as informal counseling, advocacy, and monitoring of these youth. Some evening and weekend work required. Qualifications: bachelor's degree, valid driver's license, and automobile required. Salary: \$21K plus AmeriCorps Education Award (\$4,725). Please submit résumé and cover letter to: Coordinator, Program Development, The Choice Programs, 971 Seagull Ave., Baltimore, MD 21225; or fax to: (410) 354-4938.

**ACCOUNTING MANAGER • Washington, DC**

Position available with the American Institute for Cancer Research. Duties: works for the American Institute for Cancer Research International financial services department; prepares and reviews month-end reconciliation and journal entries; monitors cash flow needs; supervises and reviews revenue and accounts payable function. Qualifications: computer experience essential for automated fund accounting system; experience with MS Excel and Word; college degree in accounting or business; five to seven years of experience preferred. Please e-mail résumé to <jmcilveen@aicr.org> with salary history and requirements.

**INFORMATION SPECIALIST • Washington, DC**

Position available with Self Reliance Foundation. Duties: helps reinforce people's capacity for self-reliance through education, referrals, affirmation, advocacy, collaborative planning and problem solving. Qualifications: passion for outreach work; ability to work M-F; Spanish fluency; computer skills; patience, compassion. For more information contact Maria Rosario, Self Reliance Foundation, phone: (202) 661-8091; fax: (202) 661-8017; e-mail: <maria@selfreliancefoundation.org> or <maite@accesshispano.org>.

**SOCIAL WORKER • Washington, DC**

Position available with Columbia Road Health Services. Duties: provides the social services component of total health care to individual children and adults, families, and senior citizens; acts as a liaison and advocate with community agencies; makes assessments and referrals; provides supportive counseling and crisis intervention; assists clients in procuring public benefits, including Medicaid and SSI. Qualifications: BSW or MSW; licensed (LGSW); bilingual in English and Spanish. Salary: \$28K-\$33K. Send résumé: Susan Wallin, fax: (202) 588-8101; e-mail: <crhs\_dc@hotmail.com>.

**VARIOUS • Washington, DC**

Positions available at Mary's Center for Maternal and Child Care, a clinic providing health services to immigrant families. Qualifications for bilingual teen program and pediatrics case manager: experience working with families, counseling, crisis management and intervention plan; people skills; independent, and multi-tasking; experience with youth, reproductive health, and home-visiting a plus. Program assistant duties: coordinates logistics; enters data; produces reports and materials. Qualifications: phone, computer and analytical skills; BS in social work or related field; two years working with Latino community written and computer skills; Spanish fluency. Please send résumé to: Ms. Villalta, Mary's Center, fax (202) 234-3678; e-mail: <ProgramDir@maryscenter.org>; Web site: <www.maryscenter.org>.

**TEACHERS • US South**

Teaching positions available through Southern Teachers Agency for public and private schools, especially in small, rural districts. Duties: involve typical classroom assignments in all K-12 academic areas. Qualifications: bachelor's degree; teacher certification preferred, but not required. Salary: \$25K and up. Send résumé to: Southern Teachers Agency, 7 Elliewood Ave., Suite 2A, Charlottesville, VA 22903-2603; phone: (434) 295-9122; fax: (434) 295-6448; Web site: <www.southernteachers.com>.

**APPRENTICES • Hustontown, PA**

Family vegetable farm seeking person or couple with some farm experience, mechanical aptitude, and strong work ethic, interested in learning vegetable production for long-term employment in management of one of the state's best direct-market organic farms. Excellent salary/benefits and housing. For information, contact: Jim Crawford, New Morning Farm, Hustontown, PA 17229; phone: (814) 448-3904; fax: (814) 448-2333; e-mail: <moieic@hotmail.com>.

**CLINIC ASSOCIATE • Boston, MA**

Position available with the Boston Medical Center. Duties: assist and coordinate clinic services for a multi-disciplinary team of clinicians servicing young children with growth delays due to malnutrition; prepares and updates medical charts; conducts anthropometrical assessments; takes vital signs of children during clinic sessions; receives referrals and schedule clinic appointments; inputs patient data into Access database; acts as a liaison to referring physicians and clinics. Please send résumé and cover letter to: Robin Barth, Boston Medical Center, 820 Harrison Ave. FGH-3, Boston, MA 02118; e-mail: <robin.barth@bmc.org>.

**VARIOUS • Washington, DC**

Positions available as senior program officers, program officers, and program associates with IREX. Duties: recruits and selects program applicants; responds to program applicant and fellow inquiries; places fellows at US institutions; processes and tracks financial transactions; maintains office database and files; conducts conferences, orientations, and alumni. Qualifications: BA in international studies or related field; interest in the NIS and knowledge of Russian or regional language; strong computer (MS Word, Excel, PowerPoint) and writing skills; excellent interpersonal, organizational, and communication skills. Please submit cover letter and résumé to: IREX/HR, AER/RB, fax: (202) 628-8189; e-mail: <hr@irex.org>; Web site: <www.irex.org>.

**INTERNATIONAL****COUNTRY DIRECTORS • Bujumbura, Burundi**

Positions available with International Rescue Committee (IRC) in Somaliland, Thailand, and Yugoslavia. Duties: responsible for all facets of a country program including fiscal management, staff oversight, policy implementation, and program design. Qualifications: graduate degree in relevant field; five years of international work experience in a refugee or displaced persons setting; previous supervisory responsibility; previous budget and fiscal oversight responsibilities; extensive experience in the region; a keen understanding of political complexities in the region, as they relate to refugees. Please contact: International Rescue Committee, 122 East 42nd St., 12th Floor, New York, NY 10168; fax: (212) 551-3170; e-mail: <awwww.ircjobs.org>.

**GROUP LEADERS • Worldwide**

Positions available with The Experiment in International Living. Duties: ensure participant's safety and welfare; facilitate participant's learning experience; encourage personal growth; administer budget and program logistics with our international partners. Qualifications: bachelor's degree or equivalent; cross-cultural skills; language competency; some experience working with high school students; organizational skills. Benefits: transportation, health insurance, and training are covered, as are in-country costs; \$100 per week honorarium for new leaders. For an application and more information, contact: Carla Fantini, EIL Kipling Road, P.O. Box 676, Brattleboro, VT 05302; phone: 800-345-2929; e-mail: <carla.fantini@worldlearning.org>; Web site: <www.usexperiment.org>.

**COUNTRY DIRECTOR • Bamenda, Cameroon**

Position available with Heifer International, a hunger and agricultural development organization. Duties: manages administrative aspects of program; oversees project implementation, financial accountability, and reporting; liaisons with headquarters and other agencies; oversees compliance with HI guidelines and local laws. Qualifications: master's degree in applicable field (work experience may substitute for some degree requirements); working fluency in French; six years of management experience. Please send cover letter, résumé, and three references to Heifer International Africa Program: postal service to: Africa Program, Attn: Kelly Rollon, Heifer International, 1015 Louisiana St., Little Rock AR, 72202; fax: (501) 907-2606; e-mail: <kelly.rollon@heifer.org>; phone: (501) 907-4925 or 4959.

**ESL AND COMPUTER TEACHERS • Jilin, China**

Positions available with high schools. Duties: teach English as second language. Qualifications: college degree; native English speaker; ability to commit to a 12-month contract. Schools offer roundtrip airfares, free accommodations, and salary. Positions also available with an agricultural high school for voluntary teachers in English as second language and elementary computer. Qualifications: native English speaker; college degree preferable; missionary worker welcome. Salary: \$250 per month, free room and board. Please send résumé to Sam at <jilinschool@hotmail.com>.

**SPECIALISTS • Bethesda, MD and international**

Positions available with The QED Group, LLC as monitoring and evaluation specialists for short-term consultancies in both Washington, DC, and overseas. Qualifications: must be able to provide monitoring and evaluation services for overseas projects in one or more of the following technical areas: microenterprise development, civil society, health, environment, labor/workforce, agriculture. Qualifications: MA in related field; monitoring and evaluation experience; overseas experience. Please send cover letter and résumé to: <pvondal@qedgroupllc.com>.

**ANALYSTS • Various**

Positions available as democracy and governance analysts for a proposed USAID project in Romania, Ukraine, Poland, and Bulgaria for three weeks in spring 2002. Each local consultant needs a good working knowledge of English. Qualifications: five years of experience in local government and/or management, municipal service, and financial strategic management for local governments, organizational and economic development, and citizen participation. Please e-mail résumés to: <gcritchley@msi-inc.com>; Web site: <www.msiworldwide.com>.

**HOT! OPPORTUNITIES****\*CONFERENCE • Washington, DC**

The Global Health Council will hold its 29th Annual Conference, Global Health in Times of Crisis from 5/28/02 -5/31/02. Conference highlights include pre-conference workshops, Congressional luncheon and Hill visits, plenary and panel sessions featuring world-renowned global health experts, poster and round-table sessions, and an evening awards banquet. In addition, Career Connection offers registered job seekers the opportunity to explore job openings in global health. Recruiters from numerous international health organizations will conduct on-site interviews. Several career-oriented sessions are scheduled. Volunteers contributing at least 10 hours of service receive discounted conference registration. Visit the Global Health Council Web site at <www.globalhealth.org> for more information and easy online registration. Please pre-register by 5/10/02.

# PEACE CORPS FELLOWS/USA



## \*WESTERN ILLINOIS UNIVERSITY • Macomb, IL

Western Illinois University is seeking RPCVs for enrollment in its Fellows/USA Program in community development leading to a master's degree in geography (rural and regional planning), political science (public administration), economics, community health, recreation, park, and tourism administration, or business administration. Fellows spend one year assigned to a rural community working full-time on a variety of community development projects. The program offers outstanding financial benefits, a supportive team approach, and excellent job placement upon graduation. Please contact: Carolyn Lawrence, Illinois Institute for Rural Affairs, 503 Currens Hall, Western Illinois University, One University Circle, Macomb, IL 61455; phone: 800-526-9943 or (309) 298-2268; fax (309) 298-2142; e-mail: <CA-Lawrence@wiu.edu>; Web site: <www.iira.org/fellows>.

*Fellows/USA works with more than 30 universities that offer financial assistance to RPCVs who wish to attend graduate school in a multitude of subject areas. Through internships, RPCVs work in under-served U.S. communities. Find out more at <www.peacecorps.gov/fellows>, call 800-424-8580, ext. 1440, or write to <fellows@peacecorps.gov>.*

## COMPUTER TEACHER • American Samoa

Position available with South Pacific Academy, a small private Pre-K-12th grade school. Duties: plans and teaches various computer technology classes; integrates material with school-wide curriculum; maintains and troubleshoots school computer system; responsible for assistance with databases, files, hardware, software. Qualifications: BA/BS in computer/tech/education or related field; systems administration and teaching experience desirable. Please send cover letter and résumé to: SPA, Attn: Terrie Hayward, P.O. Box 520, Pago Pago, AS 96799; phone (684) 699-9845; or email: <mthayward@yahoo.com> or <spa@doe.as>.

## TECHNICAL ANALYST • Gaborone, Botswana

Position available with USDA working at USAID's Regional Center for Southern Africa. Duties: provides technical advice; produces position papers; evaluates agriculture technology policies and programs in Africa; directs programs; develops regional strategies and initiatives; develop stools to guide African technology-based policies, program and strategies. Qualifications: advanced degree agriculture science; ten years international development experience; African agriculture policy experience; Sub-Saharan Africa experience; writing and organizational skills. Salary: \$70-90K, plus benefits. Get complete job announcement and two-step application instructions at <www.fas.usda.gov/admin/jobs/icd.html>. For more information about this position, please contact: Junko Williams, (202) 690-1921.

## VARIOUS • Africa, Asia, and E. Mediterranean

Consultants needed for 12-week health positions. One-week training required in Atlanta prior to departure. Duties: participate in three-month short-term consultations to assist with polio eradication and/or measles control in selected countries; work at the district level along with national counterpart. Work focuses on disease surveillance and/or assisting with planning, monitoring, evaluating National Immunizations Days. Other activities may include routine EPI integrated surveillance, house-to-house immunizations, case-investigation, and follow-up. Benefits: training, per diem, and travel expenses (no salary). Qualifications: graduate degree or licensure in a health field and at least three years of work experience; or at least five years of relevant work experience (in disease surveillance, field epidemiology, and mass immunization services or programs). Please e-mail a CV and three references to <NIPSTOPteam@cdc.gov>; Web site: <www.cdc.gov/nip/global>.

## TEACHERS • Santo, Haiti

Positions available at Louverture Cleary School, a tuition-free Catholic boarding school operated by the Haitian Project. Duties: teach classes in and assists with the development of the computer, languages, or laboratory sciences programs; manage school community service program; assist in raising funds to support program; provide four hours of tutoring per week. Benefits: \$200/per month, housing, health insurance, roundtrip airfare, and food and transportation allowance. For application information, contact: Kate Kowalski, Haitian Project, (401) 521-2255, extension 54.

## CONSULTANT • Southeastern Europe

Position available with Financial Services Volunteer Corps. Duties: oversees technical assistance and training activities in CEE; responsible for business development, strategic planning and client management; manages a small staff of local hires; responsible for day-to-day operations in the regional office and will also be expected to play an important role in the development of a local foundation. Qualifications: candidates should have a minimum of five to seven years of professional experience; knowledge of banking and capital market developments in this region is essential; strong representational and writing skills and outstanding references are required. Please submit cover letter and résumé to: <CEEposting@consultant.com>.

## BUSINESS SPECIALIST • Uganda

Position available with The Cooperative League of USA/National Cooperative Business Association (CLUSA/NCBA) with the natural resources management program. Duties: assists communities to establish commissions and boards that plan and implement their own management plans for forests and protected areas and implement income generation and business development based on natural resources. Qualifications: strong participatory training and experience; five years of experience in community mobilization on similar projects in Africa; track record of results; prefer MA in relevant field. Please send résumé to: Susie Jones, <sjones@ncba.coop>; fax: (202) 638-1374.

Continued from front page

6. Find out if you are eligible and file for unemployment compensation. The paperwork is daunting, but you may be able to receive some monetary help for up to six months as you search for a job. You will have to prove that you are actively looking, however, to receive these unemployment checks.

7. Consider temporary jobs or freelance assignments. Lisa took on several freelance editorial projects that helped pay the bills as she looked for permanent work. Some temporary jobs turn into permanent positions, or may offer flexible hours if you need to take a long lunch break for a job interview.

8. Don't burn your bridges. It may be tempting to badmouth your ex-boss in company e-mail messages, but it's not worth it (a perfect example is Lisa whose former boss recommended her for another job). If you remain on good terms, you will have a better chance of receiving letters of recommendation from former colleagues or getting your name mentioned in job referrals.

9. Become involved with your local RPCV group so you can talk with other people who share common experiences. Other RPCVs will be able to relate to the same re-entry issues as you, especially having to look for a job. In addition, many RPCV groups organize activities that include potlucks, holiday parties, and fundraisers that are not only fun, but also help you to network and hear about possible job leads.

10. Stay busy and look on the bright side. As you look for a job, you have more flexible hours to pursue the things that interest you. Suddenly, you're not bound by the 9-to-5 daily clock and will have more time to visit friends that you haven't seen in months, whip up an elaborate meal from your country of service, plan that cross-country trip you've been waiting to take, explore a new city for possible relocation, sleep late, write a novel, begin regular workouts, or become acquainted with your local library.

And here's one extra reason for good measure:

11. Remember that you're not alone. Many people have experienced the unpleasantness of getting laid off or fired. It can happen to anyone at anytime. So pick yourself up and move forward. Good luck!

## Useful Web sites to help you get back on your feet:

www.4work.com  
www.ajb.dni.us  
www.bestjobsusa.com  
www.careerweb.com  
www.careersite.com  
www.headhunter.com  
www.job-hunt.org  
www.monster.com



## **VARIOUS • Worldwide**

Multiple positions available with Land O'Lakes, Inc. Current openings include country director, Honduras (job number 954HS); operations/new product development manager, Jakarta, Indonesia (job number 812HS); sales manager, Nairobi, Kenya (job number 958HS); and program manager, Pakistan and Uzbekistan (two positions, job number 812HS). For complete job descriptions, please visit the Web site at <www.landolakesinc.com>. Forward a cover letter and résumé via email or mail to: (include the job code, title, and position location) to: Land O'Lakes, PO Box 549235, Suite 84, Waltham, MA 02454-9235; e-mail: <landolakes@hiresystems.com>.

## **EDUCATION SPECIALIST • Latin America**

Position available with Project HOPE. Current programs include child survival, maternal care, reproductive health, HIV/AIDS, family/community health, and micro-credit and health programs for women. Duties: works to improve quality of program activities including curriculum design, staff skills assessment/development, supervision and monitoring techniques and tools, evaluation of educational quality; trains staff to educate adults. Qualifications: five years of experience in adult and non-formal teaching methodologies; experience in international health; excellent facilitation and teaching skills; Spanish fluency. Please send résumé, cover letter, references, and salary history to: Cindy Marino, Project HOPE, Job #264-PC, Carter Hall Lane, Millwood, VA, 22646; phone: (540) 837-2100; fax: (540) 837-9052; e-mail: <recruit264@projecthope.org>.

## **ENGLISH TEACHER • Lanzhou, China**

Position available with Children's Palace. Duties: teaches English to children. Duties: work 30 hours per week, including weekends and sometimes evenings. Qualifications: experience teaching children and English as a foreign language; one-year commitment. Salary: \$350 per month and paid housing. For more information, contact Dave Washburn at (952) 928-4860, ext. 12; e-mail: <david@childrensheartlink.org>.

## **EDUCATION**

### **MONTEREY INSTITUTE • Monterey, CA**

Scholarships up to \$10K are available for qualified RPCVs in the following graduate programs: MBA, international or environmental policy studies, commercial diplomacy, public administration, translation and interpretation, TESOL, or teaching foreign languages. The Institute prepares its students for successful international careers in the private, public, nonprofit, and educational sectors. Students come from over 40 countries, and more than 90 percent of them have lived, worked, or studied outside their native countries. The Institute also offers master's programs in conjunction with Peace Corps Masters International. For information, please call: (831) 647-4123; e-mail: <admit@miis.edu>; Web site: <www.miis.edu>.

### **\*MISSISSIPPI TEACHER CORPS • University, MS**

The Mississippi Teacher Corps is a two-year program that offers the following benefits for those who are willing to teach in a critical teacher shortage area of the state for two years: free tuition for a master's degree in education, stipend for books, free laptop computer, and tremendous support. The master's degree will be completed during the two years of teaching. For more information, call 800-884-7606; Web site: <www.olemiss.edu/programs/mtc>.

## **WASHINGTON UNIVERSITY • St. Louis, MO**

The George Warren Brown (GWB) School of Social Work offers a Master of Social Work program. Scholarship aid is now available, including possible half tuition and application fee waiver designated for RPCVs. GWB offers a flexible and expansive curriculum and choice of field experience with the opportunity to study abroad, five concentrations of study, and has the largest international student population of any social work program in the United States. For more information, call 877-321-2426 or (314) 935-6676; e-mail: <msw@gwbmail.wustl.edu>; Web site: <www.gwbweb.wustl.edu>.

## **UNIVERSITY OF DENVER • Denver, CO**

The Graduate School of International Studies (GSIS) at the University of Denver offers several globally oriented Master's degrees for RPCVs. Students can choose from degrees in Development, Human Rights, NGO Management, International Studies, and Global Finance. RPCVs may receive up to 15 academic credits (a \$7152 value) for their Peace Corps experience. Additionally, GSIS has earmarked 4 scholarships specifically for RPCVs. For additional information, please contact: GSIS Admissions Office, phone: 877-474-7236; e-mail: <gsisadm@du.edu>; Web site: <www.du.edu/gsis>.

## **UNIVERSITY OF WASHINGTON • Seattle, WA**

The Evans School of Public Affairs offers a master's in public administration designed for present and future public and nonprofit sector leaders. The program emphasizes broad-based public policy analysis and management knowledge while students pursue one or more specialized policy fields. There is also a certificate program in international development policy and management. For more information, contact: Evans School of Public Affairs, 109 Parrington Hall, Box 353055, University of Washington, Seattle, WA 98195-3055; phone: (206) 543-4900; Web site: <evans.washington.edu>; e-mail: <mpaadmit@u.washington.edu>.

## **UNIVERSITY OF FLORIDA • Gainesville, FL**

The University of Florida offers a new graduate doctorate program in Plant Medicine (DPM). This program trains students in saving crop losses and reducing pesticides by diagnosing all types of plant pathogens, pests, weeds, and harmful environmental factors and providing control recommendations with minimum pesticides. No research or thesis required. Excellent job opportunities in Crop Consulting, Extension and Regulatory Agencies, international, agribusinesses, agrochemical industries, large municipalities, college faculty, etc. For more information, please contact: George Agrios, DPM Director, phone: (352) 392-3631, extension 213; e-mail: <gna@gnv.ifas.ufl.edu>; Web site: <www.DPM.ifas.ufl.edu>

## **\*THE HELLER SCHOOL • Waltham, MA**

Brandeis University offers a master's program in health and human services management combining management training and social policy analysis. The master of management and M.B.A. (human services) are offered on a full-time basis each June, and on a part-time basis each June, September, and January. Students can concentrate in a number of policy areas, including health, child, youth and family services, and services for elders and people with disabilities. Heller also offers a Ph.D. in Social Policy. RPCVs are entitled to waive the \$50 application fee, and scholarships are available for full-time students. Please contact: Heller Admissions, (800) 279-4105; e-mail: <HellerAdmissions@brandeis.edu>; Web site: <heller.brandeis.edu>.

## **GEORGE WASHINGTON U. • Washington, DC**

Full-tuition awards are available for students interested in a master's degree in curriculum and instruction with a concentration in bilingual special education. This program addresses the needs of the increasing number of English language learners as schools attempt to provide programs for culturally and linguistically diverse exceptional students. Upon completion of the program, students will be eligible for certification in ESL, special education, and/or bilingual special education. To receive an application packet and more information, please contact Dr. Amy Mazur, (202) 994-1511; e-mail: <amazur@gwu.edu>.

## **OHIO UNIVERSITY • Athens, OH**

The Ohio University Center for International Studies offers an interdisciplinary Master of Arts in International Affairs degree in African, Southeast Asian, Latin American, International Development or Communication and Development Studies. Qualified RPCVs enjoy a competitive advantage for scholarships and graduate associate ships. Foreign Language and Area Studies (FLAS) scholarships are available for students committed to learning Kikuyu, Kiswati, Swahili, Indonesian, Thai or Vietnamese while earning a master's degree. Fall 2002 application deadline is March 1. For more information, visit the Center's Web site at: <www.ohiou.edu/~intsdept>; or contact the Center at: phone: (740) 593-2302; fax: (740) 593-1837; e-mail: <international.studies@ohio.edu>.

## **INTERN/VOLUNTEER**

### **CLEAN THE RAIN • Washington, DC**

Part-time position available with the National Wildlife Federation. Duties: conducts research and produces a national report on mercury levels in rainfall; assists with the production of a national report on mercury pollution reduction initiatives; writes fact sheets and briefing materials for use in public outreach; assists with updating campaign Web site. Qualifications: bachelor's degree in environmental policy or science is helpful; advocacy experience is preferred; experience conducting research and maintaining records helpful, as well as some experience interacting with agency and environmental groups. Please send cover letter and résumé indicating job # 400 to: National Wildlife Federation, 11100 Wildlife Center Drive, Reston, VA 20190-5362; e-mail: <jobopp@nwf.org>.

### **INTERN • Washington, DC**

Internships available with Aga Khan Foundation U.S.A. Preference will be given to those pursuing international development-related studies in fields such as public health, education, development economics, finance, marketing/communications, international management or agricultural development. Qualifications: good academic background; excellent written and oral communication abilities; sharp analytical skills. Please send an application package consisting of a résumé, official college transcript; proof of citizenship; an original, 500-word essay describing the applicant's career goals and interest in the work of the Aga Khan Foundation U.S.A. and the Aga Khan Development Network to: Internship Program/Summer, Aga Khan Foundation USA, 1825 K Street, NW, Suite 901, Washington, DC 20006.



**HOST FAMILIES • Nationwide**

Make a difference in a young person's life by hosting a foreign exchange student. Students are available from Russia and all of the New Independent States, Germany, Argentina, Hungary, Brazil, and many more. This is a great opportunity to share our rich American culture with a young ambassador. Host families must provide a loving home, meals, and emotional support. All students speak English and come with medical insurance. All students are between 15 and 18 years of age and will attend the local high school in the host family's community. If you are interested in learning more about this educational opportunity contact: Dawna, phone: 800-637-0217; e-mail: <dawna@azmail.net>.

**AGRICULTURAL INTERNS • Floyd, VA**

Positions available April-Nov. at diverse organic farm to learn market gardening and sustainable living skills. Duties: greenhouse seedling production; composting; vegetable, herb, and edible mushroom cultivation; seed saving; hay making; animal husbandry; carpentry; food preservation; sales/marketing outreach. Trailer, food, and basic expenses plus instruction for 25-30 hrs/week. Car preferred though not essential. Contact: Tenley Weaver or Dennis Dove, Full Circle Farm, 320 Fork Drive. NE, Floyd, VA 24091; phone: (540) 745-3182.

**AMERICORPS**

**TEAM LEADERS • Various**

Positions available with National Civilian Community Corps. Current site openings include Denver, Charleston, Sacramento, Perry Point, and Washington, DC. Duties: supervise, motivate, and manage day-to-day activities of 11 to 14 team members, ages 18-24; plan daily and weekly team schedules; participate in staff and member meetings; coordinate project logistics with unit leaders and project sponsors. Qualifications: leadership or supervisory experience, and prior service experience in communities, schools, or the Peace Corps. For more information, call AmeriCorps\*NCCC at 800-731-0002; e-mail: <anccc@cns.gov>.

**UNIVERSITY OF OREGON • Eugene, OR**

The University of Oregon's Resource Assistance for Rural Environments (RARE) Program is accepting applications for 2002-03. Application deadline is June 14th with positions beginning October 2002. Gain experience in leadership, project management, group facilitation, grant writing, time management, volunteer management, citizen involvement, community/economic development, land-use planning, education and outreach and technical writing Benefits: \$1,250/monthly, health insurance and, after one year of service, participants are eligible to receive an educational award of \$4,725.00. Program and application information available at: <darkwing.uoregon.edu/~rare/>. For more information, e-mail <rare@darkwing.uoregon.edu> or call (541) 346-2879.

**LEADER • Brooklyn, NY**

Position available with Habitat for Humanity. Duties: recruits for VISTA throughout New York State; supports VISTA supervisor; plans recognition events; supports VISTA members. Please fill out an application on line at <www.americorps.org> and select Habitat-NYC or e-mail <vbistarelli@habitatnyc.org> for more information.

**Crisis Corps Recruiting Short-Term Volunteers**

**Africa HIV/AIDS Assignments**

The following assignments require previous African work experience and a six-month commitment. Additional qualifications listed. Start date is as soon as possible.

**Kenya**

1. Laboratory blood safety volunteer for Family Health International (three years of experience as lab manager or technologist and experience setting up quality assurance programs); 2. Blood donor recruitment volunteer for Family Health International (health degree and two years of social marketing or community mobilization experience with a public health department or agency); 3. Project management volunteer for local NGO, ICROSS (two years of community and NGO development experience and one year of work/volunteer experience in any HIV/AIDS-related field).

**Malawi**

1. Youth and AIDS technical advisor for local NGO, MAWO (experience living in remote village setting and life skills or behavior change training required); 2. Organizational development volunteer for community-based AIDS and orphan care organization, Lambulira (experience working with a community-based organization in HIV/AIDS and office and personnel management skills).

**Maritania/Tonga**

Discussions are underway for Crisis Corps programs in Tonga and Mauritania to assist in recovery from recent natural disasters. RPCVs, and in particular RPCVs from Tonga with construction skills and Mauritania with health and/or construction skills, are encouraged to apply or update their current applications for consideration for these programs.

*Due to mail delivery difficulties, Crisis Corps requests that applications and résumés be faxed to (202) 692-2 251 or e-mailed to <crisiscorps@peacecorps.gov>. An application and additional position information can be downloaded from the Crisis Corps Web site at: <www.peacecorps.gov/rpcv/crisiscorps>; or call 800-424-8580, ext. 2250.*

*Bring your Peace Corps experience home!*

**Peace Corps Day  
Friday, March 1, 2002**

**Are you ready to bring the Peace Corps to your community?**

- Have you received your presentation kit?
- Have you contacted an organization in your area?
- Have you finalized your presentation?

**How can we help? Please contact us!**

Call: 800-424-8580, press 2, then ext. 1961

E-mail: <pcday@peacecorps.gov>



Check the Peace Corps Web site for more information.

<www.peacecorps.gov>

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

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

PLEASE CHECK APPROPRIATE BOX AND ENCLOSE IN SEPARATE ENVELOPE:

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

Name

Address

City

State

Zip Code

Country of Service

Dates of Service

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

## February Career Fair

### What:

Meet and talk one-on-one with representatives from over 20 organizations who are interested in hiring returned Peace Corps Volunteers. Please bring copies of your résumé for distribution.

### When and Where:

February 27, 2002

5 p.m. to 8 p.m.

Paul D. Coverdell

Peace Corps Headquarters

1111 20<sup>th</sup> St. NW

Shriver Conference Rooms A,B,C

Washington, DC 20526

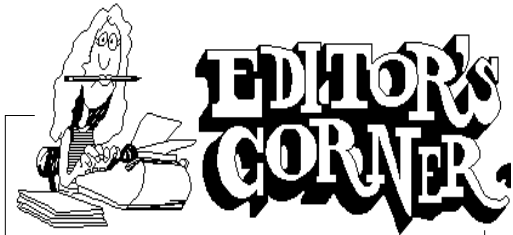
For more information, please contact  
Elvira May, RVS, at (202) 692-1445.

## Free Membership to Recent RPCVs

Did you know? The National Peace Corps Association (NPCA) offers a one-year free membership to returned Peace Corps Volunteers (RPCVs) during their first year back.

As members, RPCVs receive benefits that include a subscription to *WorldView* magazine and the NPCA's alumni newsletter, *3/1/61*. Members will also receive discounted registration rates for the NPCA National Conference June 20-23, 2002 in Washington, D.C., as well as other benefits.

For more information, visit the following Web site <[www.rpcv.org](http://www.rpcv.org)> or contact the NPCA membership department at (202) 293-7728, ext. 23; or e-mail: <[membership@rpcv.org](mailto:membership@rpcv.org)>.



## Holiday Closing

The Peace Corps will be closed on Monday, February 18, 2002, in observance of President's Day.

## HOTLINE NOTICE

Returned Volunteer Services produces and distributes *Hotline* to returned Peace Corps Volunteers for two years following their COS date. If your service ended in January 2000, then this issue of *Hotline* is the last one that will be sent to you.

Please note: Current *Hotline* copies are now available online free of charge. Go to the Web site <[www.peacecorps.gov/rpcv/hotline/index.html](http://www.peacecorps.gov/rpcv/hotline/index.html)> to download issues in Portable Document Format (PDF). Because *Hotline* is now online, the National Peace Corps Association is no longer offering paid subscriptions.