

# H TLINE

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

## HOT Resources

The following resources can help you with your graduate school research:

*Peterson's Annual Guides to Graduate Study* (Princeton, NJ, Peterson's Guides) is a six-volume comprehensive reference tool for gathering preliminary information about graduate schools.

Information about the Peace Corps Fellows/USA program can be found at <[www.peacecorps.gov/fellows](http://www.peacecorps.gov/fellows)> or by calling 800-424-8580, ext. 1140.

Returned Volunteer Services published the Graduate School Guide, a comprehensive resource that offers advice about applying to graduate school. Submit your request for a copy of the book via e-mail to: <[rvs@peacecorps.gov](mailto:rvs@peacecorps.gov)>

These Web sites offer more information about graduate entrance exams:

- <[www.gre.org](http://www.gre.org)>
- <[www.lsat.org](http://www.lsat.org)>
- <[www.aamc.org](http://www.aamc.org)>
- <[www.gmat.org](http://www.gmat.org)>
- <[www.tpcweb.com/mat](http://www.tpcweb.com/mat)>

For a Free Application for Federal Student Aid (FAFSA) visit <[www.fafsa.edu.gov](http://www.fafsa.edu.gov)>.

Shanta Swezy  
RPCV Kazakhstan  
Hotline Editor

Robert Reno  
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](mailto:hotline@peacecorps.gov)>  
Fax: (202) 692-1431 or 1421  
Web site:  
<[www.peacecorps.gov/rpcv/hotline](http://www.peacecorps.gov/rpcv/hotline)>

## Start Early: The Secret to Selecting the Right Graduate Program

by RPCV Gina Wynn (Russian Far East)  
Fellows/USA Marketing Coordinator

For RPCVs considering graduate school, it is not too early to begin thinking about the application process for spring and fall of 2003. Whether you're still overseas or recently returned, you will have a considerable advantage over other applicants and avoid the stress of procrastination if you start your research now.

Preparing your materials well in advance gives you plenty of time to proofread and rewrite your statements of purpose and to review checklists. You'll also have an advantage in programs that accept candidates or allocate merit awards on a first-come, first-serve basis. Typical submission deadlines usually fall six months before you actually plan to begin classes.

### Soul Search and Research

The first step in selecting a graduate program is choosing a field of study. This may require some soul searching. Ask yourself these important questions: Why do I want to go to graduate school? What would be my ideal job upon graduation? What kind of degree programs would be most impressive to my ideal employer? These questions may not be as easy to answer as you think.

After answering these questions, develop some necessary criteria for institutions that you would attend. Consider location and cost of living, program size, reputation, tuition, internship opportunities, career placement services, and faculty interests. Also, contact professionals in your field to find out which graduate schools they

feel are reputable.

Next, list some universities that offer programs in your subject area. *Peterson's Annual Guides to Graduate Study* (Princeton, NJ, Peterson's Guides) is a six-volume comprehensive reference tool for gathering preliminary information about graduate schools. This series is available in the Career Center at Peace Corps headquarters in Washington, D.C., or online at <[www.petersons.com](http://www.petersons.com)>. You may get additional information from professional organizations about institutions within your subject area. The Association of Professional Schools of International Affairs (APSIA) at <[www.apsia.org](http://www.apsia.org)> is one example.

### Peace Corps Fellows/USA

Don't forget to consider Peace Corps Fellows/USA programs. Fellows/USA works with more than 30 universities that offer financial assistance to RPCVs for graduate school in a variety of subject areas including business, community and economic development, environmental studies, the sciences, healthcare, education, and more. In return, RPCVs hold internships in high-need U.S. communities. A list of Fellows/USA programs can be obtained at <[www.peacecorps.gov/fellows](http://www.peacecorps.gov/fellows)> or by calling 800-424-8580, ext. 1440. Contact the coordinator at each university for more specific information about each Fellows/USA program.

"I never contemplated going to graduate school prior to joining the Peace Corps. I was glad that there was an opportunity to still 'get credit' for

my Peace Corps service after the fact and apply it immediately toward graduate study and hands-on community service stateside," said RPCV Skye Sieber (Cameroon, 1996-98), a Peace Corps Fellow at the University of Oregon. "It also gave me great confidence to know that my Peace Corps experience looked desirable to a graduate program."

### Information Online

For other universities, call or request information online from their graduate admissions departments. In most cases, the information you will need to know about a program will be found on its Web site. This includes applications. This is especially helpful for Volunteers who are still overseas. If you are in the United States, it may be helpful to also request a physical application packet even if you choose to apply online.

Before filling out applications, however, carefully review the requirements for the universities. If you meet the requirements at many schools, limit your applications to five since the time and expense associated with each application can become large. Each application costs approximately \$55, you'll have to write at least one statement of purpose for each program, and each reference will have to complete five recommendation forms. It is common to include one "sure-thing" and one "long-shot" among your choices of universities.

## PUBLIC SECTOR

### ENGINEERS • Navajo Reservation, AZ/NM

Positions available with the Indian Health Service, a division of the U.S. Public Health Service. Duties: manages water and sanitation projects on the Navajo Reservation including engineering design and construction supervision. The Navajo Nation is the largest Native American reservation in the US and these projects provide first time service to Navajo families that do not have water in their homes. Qualifications: BS or MS in civil or environmental engineering. Contact: Jeff Nolte or Mitch Constant, Office of Environmental Health, PO Box 9020, Window Rock, AZ 86515; phone: (520) 871-5857; fax: (520) 871-1462; e-mail: <jeffrey.nolte@navajo.ihs.gov> or <mitch.constant@mail.ihs.gov>.

### ELECT. ENGINEER • Colorado Springs, CO

Civilian position available with the US Air Force at Peterson AFB. Duties: performs highly technical engineering work in the areas of research, design, development, installation, upgrade, and testing and operation of complex electronic systems; plans, organizes, and oversees all engineering tasks in support of contractual activities that acquire new systems or modified systems. Deadline for applications: 04/29/02. Salary range: \$54,945-\$69,939. Full vacancy announcement at: <www.afpc.randolph.af.mil/afjobs>. For more information, call: 800-699-4473.

### \*TEACHERS • Whiteriver, AZ

Teaching positions for the 2002-03 school year available at Alchey High School, a public school located on the Apache Indian Reservation in the White Mountains of Arizona. Positions include: English, guidance counselor, special education, automotive, instructional facilitator, and athletic director. Qualifications: state teaching certificate or able to obtain one. Salary DOE (district salary schedule). Teacher housing available. Contact: Madeline Palmer, Principal, at (520) 338-4848 or <mpalmer@wusd.k12.az.us>; Web site: <www.wusd.k12.az.us>.

## PRIVATE SECTOR

### ROCK-CLIMBER • San Jacinto Mountains, CA

Position available with Pathfinder Ranch Outdoor Education School. Duties: teaches intro-to-rock climbing classes to primarily 5th and 6th grade students; trains assistants; ensures a safe, positive, and confidence-building experience; sets up and breaks down site each day; checks integrity of gear. Qualifications: three years of active climbing; ability to set anchors and belay for multiple hours; current first aid and CPR. Send résumé and application to: Julie Lancaster, 35510 Pathfinder Rd. #104, Mountain Center, CA 92561; phone: (909) 659-2455; fax: (909) 659-0351; e-mail: <oedirector@pathfinderranch.com>; Web site: <www.pathfinderranch.com>.

### HOUSING SPECIALIST • New York, NY

Position available with the Settlement Housing Fund, a nonprofit organization in New York renting low and income tax credit apartments. Duties: inputs and maintains an Excel database; prints reports; interviews potential candidates; answers questions on eligibility. Qualifications: computer literate, (particularly in Excel); hardworking; responsible. Salary minimum: high \$20s. Please fax résumé and cover letter to: (212) 757-0571.

### DIRECTOR • Clinton, MI

Positions available with the Association for Experiential Education in the adolescent program. Duties: responsible for financial management and planning; operation of the model institutes; oversees development and delivery of training and materials, and supervises staff. Qualifications: prefer MA or Ph.D in secondary education or education admin./policy; three to five years of experience working with adolescents and admin. experience in an educational setting. Send résumé and cover letter to: Human Resources Dept., High/Scope Educational Research Foundation, 600 N. River St., Ypsilanti, MI 48198; fax: (734) 485-0704; e-mail: <nancyh@highscope.org>; Web site: <www.highscope.org>.

### RESIDENT MANAGERS • Washington, DC

Positions for mature couple available at the International Student House (ISH), a residential and cultural center for international graduate students. Duties: direct food service, maintenance, and operations; responsible for care of stately building and art objects. Qualifications: knowledge of MS software and Internet; on-site duty required one weekend/month; required live-in position, with spacious apartment and full board provided. Health plan, disability, and retirement. Salary \$40K based on experience. Positions begin 7/1/02. Please send résumé and cover letter to: Executive Director, ISH, 1825 R St., NW, Washington, DC 20009; e-mail: <rcalkins@ishdc.org>.

### OPERATIONS MANAGER • Washington, DC

Position available with the Academy for Educational Development (AED). Duties: program management and development assistance; proposal strategy and preparation; business planning; support for corporate operations. Qualifications: degree in field related to AED's core work in education, health, nutrition, population, or communication; advanced degree preferred; min. of five years in new business development; experience in managing and writing proposals and reports; significant management experience in international development projects. Salary is \$65K plus DOE. Send résumé with cover letter referencing position #KV2054pc to: AED/HR, 1825 Connecticut Avenue, NW, Washington, DC 20009; fax: (202) 884-8413; e-mail: <employ@aed.org>.

### SECONDARY TEACHERS • South Dakota

Positions available with Technology and Innovation in Education teaching in rural school districts largely serving Native American students. Qualifications: bachelor's degrees in music, math, or science. Fully-accredited teacher education program will be offered at no cost via the Internet and interactive video from Black Hills State University. This opportunity is made possible by a Transition to Teaching grant from the U.S. Dept. of Education. Deadline: 4/19/02. Please contact Maggie Austin at: (605) 394-1876; e-mail: <maggie@tie.net>; Web site: <www.teachdakota.org>.

### RURAL DEV. SPECIALISTS • MT, ND, SD

Positions available with Midwest Assistance Program, Inc. Duties: provide training, technical assistance and planning to develop and improve solid waste management on reservations in MT, ND, and SD; extensive travel. Qualifications: solid waste background; reservation experience preferred. Starting salary: \$36,453. Deadline: 4/19/02. Please send résumé to: Mark Ritter, MAP, Inc., P.O. Box 81, New Prague, MN 56071; e-mail: <mrrmap@bevcomm.net>.

### \*WILDERNESS INSTRUCTORS • Various

Positions available with Hurricane Island Outward Bound School in Florida, Maine, and Maryland. Duties in Maine and Maryland: instruct students of all ages (majority under 21) in sailing, sea kayaking, canoeing, backpacking, hiking, and climbing from mid-May through mid-Sept. 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; sound judgment; effective communication skills; technical outdoor skills; standard First Aid and CPR; enthusiasm and commitment. Contact: Human Resources, Hurricane Island Outward Bound School, 75 Mechanic St., Rockland, ME, 04841; phone: (207) 594-1401, ext. 388; e-mail: <employment@hurricaneisland.org>; Web site: <www.hurricaneisland.org>.

### COORDINATOR • Washington, DC

Position available with Lutheran Volunteer Corps. Duties: coordinates nationwide recruiting program; supports volunteers on community, work, and individual basis; works with agencies and local committee; helps with orientation and retreats. Salary: low to mid 20s, paid leave, health insurance, some travel. Deadline for applications: 4/30/02. Please send résumé with cover letter, explaining interest in working for faith-based organization, writing sample, and three references to: Lutheran Volunteer Corps Director, 1226 Vermont Ave., NW, Washington, DC 20005; phone: (202) 387-3222; e-mail: <jmaloney@lvchome.org>.

### CO-WORKER • Glenmoore, PA

Positions available with Camphill Soltane, a life-sharing community providing a bridge to adulthood for developmentally disabled youths ages 18-25. Duties: participate in practical, educational, recreational, and artistic activities together with disabled companions, including: householding, cooking, weaving, pottery, painting, theater, biodynamic farming, cultural outings, sports, tutoring, and general community-building. Qualifications: desire to live and work in a close-knit community; ability to interact with diverse populations. Salary: room and board, small monthly stipend; AmeriCorps Educational Award available. Program year runs mid-August through July. Contact Anne-Marie McMahon, 224 Nantmeal Rd., Glenmoore, PA 19343; phone: (610) 469-0933; e-mail: <amcmahon@camphillsoltane.org>; Web site: <www.camphillsoltane.org>.

### MARKETING COORDINATOR • MA

Position available with the New Entry Sustainable Farming Project, helping immigrants with farming in Massachusetts and other New England states. Duties: establishes markets for produce; assists farmers with production strategies; organizes training and assistance; evaluates marketing potential; assesses growers' needs. Qualifications: BS and training in agriculture; one to three years of experience with agricultural marketing, farmer's markets, and similar direct marketing; able to coordinate well with farm service agencies, community organizations, and limited-resource farmers. Please send letter of interest and résumé to: Tufts University, Human Resources, 169 Holland St., Somerville, MA 02144; Questions may be directed to Hugh Joseph, NESFP Director, at <hjoseph@tufts.edu>. Please do not e-mail résumés.

**COMMUNITY EDUCATOR • Bismarck, ND**

Position available with The God's Child Project North Central, which provides services to the poor in Guatemala and the US. Duties: recruitment of volunteers within assigned region; reporting and communication within established time frames; public relations activities and fundraising activities including making presentations; establishing promotional and fundraising campaigns in each state in assigned region. Requirements: visit to Guatemala. Salary range: \$20K-\$22.5K plus possible bonuses. Deadline: 4/30/02. Please send cover letter and résumé to: Mandy, The God's Child Project North Central, PO Box 1573, Bismarck, ND 58502.

**SPECIALISTS • Phoenix, AZ**

Positions available in communications with MedAire, Inc., a company that provides medical support services for travelers around the world. Duties: full- or part-time positions in the communication center to answer medical hotline calls and work closely with ER physicians. Qualifications: excellent customer service skills; strong typing and computer skills; experience with languages and literatures preferred; basic understanding of the aviation/maritime industry is a plus. Send résumé to: MedAire, Inc. 1301 E. McDowell, Suite 204, Phoenix AZ, 85006; fax: (602) 252-8404; e-mail: <resumé@medaire.com>; Web site: <www.medaire.com>.

**AG. EXT. SPECIALIST • Storrs, CT**

Two-year position available with the University of Connecticut. Qualifications: B.S. in agronomy or a closely-related field; knowledge of dairy farm management.; able to work independently with dairy farmers to develop nutrient management plans; experience with MS Office, especially Excel; MS degree is preferred; personal car required. Initial salary is \$32,000 per year with excellent benefits. Deadline for applications: July 1 preferred, August 1 possible. Please submit a letter of application to Tom Morris, University of Connecticut, Plant Science, Unit 4067, Storrs, CT 06269; phone: (860) 486-0637; e-mail (preferred): <thomas.morris@uconn.edu>.

**VARIOUS MEDICAL • Plymouth, VT**

Positions available with Farm and Wilderness, a Quaker-based educational institution seeking nurses, doctors, physician's assistants, and nurse's assistants for its summer camps in the Green Mountains of Vermont. The medical practitioners at Farm and Wilderness are an integral part of the camps, helping care for our campers and staff in an atmosphere that nourishes both body and mind. Qualifications: interested in working with children and adolescents in a supportive, multicultural, outdoor environment. Deadline: May 10. Contact Martha McPheeters, Program Director, at: (802) 422-3761; e-mail: <artha@fandw.org>; Web site: <www.fandw.org>.

**VARIOUS • Rifle, CO**

Positions available with Rocky Mountain Native Plants, a plant propagation/installation company. Duties: field supervisor oversees installation of plants on projects throughout Colorado and the west; distribution manager coordinates crews on sending, receiving and processing plants. Qualifications: Spanish speaking and experience with plants helpful. Please contact Bill or Todd, Rocky Mountain Native Plants Company, 3780 Silt Mesa Rd. Rifle, CO 81650; phone: (970) 625-4769; e-mail: <native@rnmnativeplants.com>; Web site: <www.rmnativeplants.com>.

**POLICY DIRECTOR • Washington, DC**

Position available with Peace Action, the nation's largest grassroots peace and justice membership organization. Duties: manages the cultivation and solicitation of individual major donors; develops and implements plans for the renewal and upgrade of donors. Some travel necessary. Qualifications: commitment to Peace Action mission; strong writing, communication, and organizational skills; prior fundraising experience preferred. Training provided. Salary range: \$25-\$30K. Please send résumé, cover letter and writing sample to: Peter Deccy, Peace Action, 1819 H St., NW, Suite 420, Washington, DC 20006; e-mail: <pdeccy@peace-action.org>.

**PROJECT MGR • Arlington Heights, IL**

Position available with the Chinese-American Cultural Bridge Center. Duties: helps develop cultural exchange related materials; coordinates and manages cultural exchange projects from U.S. to Asia; related office work. Qualifications: good conversational and written English; excellent communication and organizational skills; ability to work with Microsoft Office Suite; degree in Social Studies, Music or English and/or teaching experience preferred. Starting salary: \$24K to \$32K. Part-time is an option. Please send cover letter and résumé to: Rebecca Ming, 855 East Golf Road, Suite 2126, Arlington Heights, IL 60005; phone: (847) 364-0162; fax: (847) 718-0279; e-mail: <info@cacbc.org>.

**LIVE-IN NANNY • Chicago, IL**

Position available with first-time parents of newborn daughter for a full-time, live-in and experienced caregiver. Duties: childcare and light housecleaning. Separate apartment can be provided. Qualifications: excellent newborn experience. References required. Deadline: 7/30/02. For information, please contact: Alyce Desrosiers, LCSW; phone: (415) 331-6264; e-mail: <alyce@alycedes.com>; Web site: <www.alycedes.com>.

**PROJECT COORDINATOR • Washington, DC**

Position available with Catholic Network of Volunteer Service (CNVS), a grantee of the Corporation for National and Community Service. Duties: oversees AmeriCorps training project; manages federal government grant; manages all activities of consultants; markets and facilitates; writes/edits resource materials; evaluates and reports on projects. Qualifications: BA/BS, master's preferred; National Service experience, AmeriCorps preferred; training/adult education experience; three to five years of project leadership experience preferred. Salary: upper \$30s. Send cover letter, résumé, and two writing samples to: Jim Lindsay, Executive Director, CNVS, 1410 Q St., NW, Washington, DC 20009; fax: (202) 332-1611; e-mail: <jlindsay@cnvs.org>; Web site: <www.cnvs.org>.

**DENTIST • Gallup, NM**

Position available as associate dentist in a private practice of general dentistry serving a mixed population of Native Americans, Hispanic, and Anglo residents. Gallup is a trade center bordering Native American populations and surrounded by wide open spaces. Willing to train both clinically and managerially, and help the associate build a successful and profitable patient base. Deadline: Fall 2002. Call for more information about the practice and the community; Lidio Rainaldi, DDS, 501 Nizhoni Blvd, Gallup, NM 87301; office phone: (505) 863-9363; home phone: (505) 863-6106; fax: (505) 863-2554; e-mail: <lidio@juno.com>.

**PROGRAM OFFICER • Baltimore, MD**

Position available with JHPIEGO Corporation, an affiliate of Johns Hopkins University. Duties: programmatic backstopping to African country offices; writing, editing, and shepherding project management process for country programs; participation in monitoring and evaluation reporting. Qualifications: MPH preferred or related graduate degree; international health program development and project management experience; French fluency. Apply online to <jobs.jhu.edu> referencing job# H026361 with salary requirements. Please send résumé to: JHU Résumé Processing Center, P.O. Box 3687, Scranton, PA 18505; fax: (877) 262-0646; e-mail: <jhu@alexus.com>; Web site: <www.jhpiego.org>.

**COORDINATOR • Washington, DC**

Position available with Citizens Democracy Corps (CDC). Duties: assists with recruitment, selection, orientation, and support of MBA Enterprise Corps members; alumni relations; event planning; other administrative responsibilities. Qualifications: BA/BS in Business Administration or related field; experience in college/career service administration; two years related work experience; knowledge of requirements for international travel and college/university curriculums; strong communication skills; working knowledge of MS Word and Excel. Send cover letter and résumé to: Citizens Democracy Corps, Human Resources, 1400 I Street, NW, Suite 1125, Washington, DC 20005; e-mail: <scassidy@cdc.org>.

**\*CASEWORKERS • Baltimore, MD**

Positions available with The Choice Programs, nonprofit community-based programs working with at-risk youth. Duties: conduct client intake and assessment interviews; establish goal-orientated service and ed. plans; develop activity plans; does informal counseling, advocacy, and monitoring of these youth. Qualifications: some eve. and weekend work; bachelor's degree; automobile and valid driver's license required. Salary: \$21K and AmeriCorps Education Award (\$4,725). Send résumé and cover letter to: Sherry Smith, The Choice Programs, 971 Seagull Ave., Baltimore, MD 21225; fax: (410) 354-4938.

**YOUTH/HIV SPECIALIST • Alexandria, VA**

Position available with the American Red Cross local chapter. Duties: coordinates youth programs in Alexandria; provides courses and activities which develop leadership skills for city youth; teaches youth-oriented classes; plans and implements HIV education programs for the community. Qualifications: bachelor's degree, experience working with youth preferred, Spanish-speaking helpful. Salary: low to mid \$20s. Send résumé and cover letter to: American Red Cross, Alexandria Chapter, 123 North Alfred St., Alexandria, VA 22314; fax: (703) 683-6743.

**FIELD OFFICE DIRECTORS • Various**

Positions available with Save The Children. Duties: provide management and support to field staff; represent agency at the country level and direct field office activities in temp. absence of FOD. Qualifications: master's in international dev. or related; five years of management exp. with international NGO/PVO; research methodologies; computer proficiency; English fluency and USAID funding mechanisms. Please e-mail salary history and attached résumé to: <gtinsley@savechildren.org> (indicate Deputy FOD in subject line); Web site: <www.savethechildren.org>.

**\*INTAKE COORDINATOR • Washington, DC**

Positions available with a large nonprofit gay, lesbian, bisexual, transgender, and HIV/AIDS service provider. Duties: provides admin. support for staff attorney, focusing on client intake/referral, legal research, scheduling of clients and volunteer attorneys for intake clinic; recruitment/coordination of volunteer attorneys; maintenance of client and administrative files and statistical data; and the preparation of reports for funders. Qualifications: prefer BA; paralegal training or experience; experience with HIV/AIDS issues and/or sexual minority issues. Driver's license and daily access to car required. Please send résumés to: Whitman-Walker Clinic, 1407 S St., NW, Washington, DC 20009; fax: (202) 797-4431; e-mail: <resumes@wwc.org>; Web site: <www.wwc.org>.

**SPECIALISTS • Palatka, FL**

Positions available as social services mental health specialists with RCMA Beyond Barriers for the Putnam and Volusia counties. Duties: work in collaboration with early childhood programs and community partners providing social services and empowerment opportunities to low income rural families. Qualifications: bachelor's degree or extensive experience; master's degree preferred; bilingual (Spanish/English) preferred; experience planning and coordinating, home visiting, parent involvement, and community partnership initiatives; strong written and verbal communication, public speaking, and training skills. Please send your application by 4/30/02 to: Linda Hagan at 1807 Reid St., Palatka, FL 32177.

**BUSINESS DEV. OFFICER • Iwaco, WA**

Position available with Shorebank Enterprise Pacific, a nonprofit development institution which seeks to improve economic and environmental conditions in rural coastal communities of Oregon and Washington State, through work with low-income forest workers. Goals include small business formation and support, capital investment, sustainable business practices, and

**HUMAN RESOURCES SPECIALISTS INTERNS • Various locations**

Positions available with the Air Force PALACE Acquire Intern Program, a three-year training plan with annual promotion opportunities up to GS-11 upon completion. Duties: provide support to managers in staffing, employee development, labor relations, employee relations, and position classification. Please submit Optional Form 612 or résumé, Optional Form 306, college transcripts, and Description of Service. Requests for additional information may be sent to: <CPP@randolph.af.mil>. Please send applications to: HQ AFPC/DPKR, 555 E. West Street, Ste. 1, Randolph AFB, TX 78150-4530. Forms available at: <www.afpc.randolph.af.mil/cp/recruit> click on the "PALACE Acquire Intern Program," then click on the qualification key. Deadline: 4/15/02.

**\*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 onsite interviews. Several career-oriented sessions are scheduled. Volunteers contributing at least ten hours of service receive discounted conference registration! Visit the Global Health Council Web site at <www.globalhealth.org> for more information and easy on-line registration. Pre-register 5/10/02.

**VOLUNTEER DIALOGUE • Washington, DC**

The Communitarian Network is hosting a dialogue entitled "The Volunteer Revolution: How to Make it a Reality." John Bridgeland (director of USA Freedom Corps), Les Lenkowsky (CEO of the Corporation for National Community Service), Senator John McCain (invited), and Sara Melendez of the Independent Sector (invited) will discuss the renewed interest in community service and the future of volunteering. Amitai Etzioni, Director of the Communitarian Network, will guide the discussion. The event is Monday, April 22 at 3:00 p.m. at The George Washington University's School of Media and Public Affairs Building, 805 21st Street, NW, Room B02. It is free and open to the public.

# PEACE CORPS FELLOWS/USA



**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. For more information, write: 1209 University of Oregon, Eugene, OR. 97403-1209; phone: (541) 346-2879; e-mail: <rare@darkwing.uoregon.edu>. Program and application information available at: <darkwing.uoregon.edu/~rare/>.

*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>.*

value-added production. Qualifications: non-bank commercial lending experience; capacity to deliver business advice; fluency in Spanish/English; regional travel required. Deadline: 5/15/02. For more information, go to <www.sbpac.com>.

**ADMINISTRATOR • Washington, DC**

Part-time position available with the Advisory Neighborhood Commission (ANC). ANCs are publicly elected boards whose principal function is to advise the District of Columbia on matters of citizen concern. Duties: responsible for ANC correspondence, record keeping, meeting minutes, and related tasks. Qualifications: computer literacy; familiarity with the operation of office equipment; Web site upkeep skills. Compensation is at an hourly rate based on a work schedule of 40 to 50 hours/month. Please send résumé to: Advisory Neighborhood Commission 3C, 2737 Devonshire Place, Washington, DC 20008; e-mail: <ANC3c@aol.com>.

**EXECUTIVE DIRECTOR • Washington, DC**

Position available with Circumpolar Conservation Union (CCU), which works to protect the ecological and cultural integrity of the Arctic. CCU collaborates with indigenous leaders, scientists, and international NGOs, and advocates before U.S. policymakers and international bodies. Duties: manages all programs and fundraising. Qualifications: strong analytical and interpersonal skills; five years of leadership experience in policy advocacy, fundraising, or management; graduate degree preferred. Read the complete position profile at <www.circumpolar.org> and send a letter, résumé, salary history, short writing sample, and references to <candidates@ccusearch.org>. Please submit materials as Word or PDF files.

# HOT! OPPORTUNITIES

## INTERNATIONAL

### ASSISTANT EDITOR • Moscow, Russia

Position available with Russian Conservation News, an English-language quarterly bulletin about the conservation of biodiversity in Russia and northern Eurasia. Duties: production planning, involving research, writing, editing, and some translating. Qualifications: BA/BS in natural sciences, environmental studies and/or Russian studies; near fluency in spoken and written Russian; excellent English writing and editing skills; knowledge of environmental and conservation issues; computer skills; able to work independently; willingness to live in Moscow for at least one year. Deadline: 5/5/02. Please send cover letter and résumé to: Margaret Williams, Editor in Chief, Russian Conservation News, PO Box 57277, Washington, DC 20037-7277.

### POPULATION FELLOWS • Worldwide

The Population Fellows Programs offer two-year professional fellowships to individuals with graduate degrees in population, environment, and development-related areas. Population Fellows are placed with organizations working to improve family planning and reprod. health programs in the developing world. Population-Environment Fellows work on projects that combine assistance for threatened environments with attention to the population dynamics and reprod. health needs of the communities. Professional-level stipend and benefits. Contact: The Population Fellows Programs, University of Michigan, 1214 South University, 2nd Floor, Ann Arbor, MI 48104-2548; phone: (734) 763-9456; fax: (734) 647-0643; e-mail: <pop.fellows@umich.edu> or <popenv@umich.edu>; Web site: <www.sph.umich.edu/pfps>.

### FIELD REP. • Leon, Nicaragua

Two-year position available ASAP with a Sister City Consortium. Duties: coordinates activities; facilitates communication between US and Nicaraguan communities; oversees micro enterprise projects and cultural exchanges; works with US and Nicaragua to maintain, design, implement projects; manages finances; reports on projects and finances; makes presentations in the United States. Qualifications: English and Spanish fluency; communication and interpersonal skills; knowledge of community organizing, e-mail, bookkeeping. Total compensation: \$16K. Please send cover letter and résumé to: Tish Gibbs, 32 Allen Rd., Norwalk, CT 06851; phone/fax: (203) 846-1109; e-mail: <tishg@optonline.net>.

### TECHNICAL TRAINERS • Ecuador

Positions available with Peace Corps Ecuador. Duties: design and implement a 12-week pre-service training in Rural Public Health, and Youth and Families at Risk. Requirements: English and Spanish fluency; work and cross-cultural experience in the particular area; professional experience and education in the particular area; experience in training; work experience in Ecuador is strongly preferred. Contract period is June 24 through October 25, 2002. Closing date for applications: 4/26/02. Please send résumé and cover letter indicating position you are applying for to: Peace Corps Ecuador-APCD/Training, Casilla 17-08-8624 Quito, Ecuador; phone: (593) 2-227-6300; fax: (593) 2-227-3763; e-mail: <mmurphy@ec.peacecorps.gov>.

### TEACHERS • Shenzhen, China

Positions available with Oriental English College, a private Chinese boarding school within close proximity

to Hong Kong, for the school year commencing September 1, 2002. Duties: teach spoken English to students in grades one to six and high school. Good benefits, RPCVs on staff. Contact: President Li Xueping, Oriental English College, Education City, Baoan, Shenzhen, People's Republic of China; phone: 011-86-755-777-9333, ext. 616; fax: 011-86-755-777-1303; e-mail: paulli@963.net.

### VARIOUS • Saipan, N. Marianas, USA

Various positions available with N. Marianas College (CREES), a land grant unit of community college. Entomologist Duties: helps Pacific Island farmers manage pests, root crops, vegetables and fruit. Nutritionist Duties: improve lifestyles of Pacific island families. Plant Pathologist Duties: conducts research/extension on three tropical islands north of Guam. Qualifications: MS or Ph.D preferred. Many RPCVs, coral, beaches, nightlife and mountains. Please contact CREES Director Craig Smith for announcement details and deadlines; e-mail: <director@crees.org>; Web sites: <www.crees.org>; <www.cnmi-guide.com>; <www.cnmi.net>.

### ENGLISH TEACHERS • Taiwan

Positions available with HESS Educational Organization, the largest English school in Taiwan with more than 120 language schools and 50 kindergartens islandwide. Duties: teach English to children in Taiwan. Hess offers a structured curriculum, training and support as well as a variety of advancement opportunities. Qualifications: bachelor's degree; commitment to spending a year in Taiwan. Rolling application deadlines. Contact: Yvette Delhommeau or David Jackson, Recruitment Coordinators; e-mail <hesswork@hess.com.tw>, note referral as "Dawnine."

### ADMINISTRATORS • Kyrgyzstan

Positions available with Mercy Foundation, a Christian charitable organization serving the children of Kyrgyzstan through five schools and two orphanages. Duties: manages all aspects of a school, including finances; supervises national staff; and maintains contacts with government. Qualifications: BS/BA, strong organizational skills; international experience and fluency in Russian and/or Kyrgyz preferred but not necessary. Compensation for roundtrip airfare plus \$400/month. Please send cover letter and résumé to: <wesley@mercyfund.org>; Web site: <www.mercyfund.org>.

### \*ENVIRONMENTAL • Worldwide

Positions available with World Wildlife Fund. WWF seeks dynamic, results-oriented individuals to join multicultural team of committed professionals in the following positions: planned giving officer; accounts receivable cashier. For more information about these, and other job opportunities, please visit: <www.worldwildlife.org>.

## EDUCATION

### MONTEREY INSTITUTE • Monterey, CA

Scholarships up to \$10K are available for qualified RPCVs in the following international studies 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.

*Continued from front page*

Next, schedule interviews if they are required. Tour campuses and arrange to sit-in on classes. Identify professors within the programs who share your interests and who could possibly serve as a mentor for you throughout your studies. By talking to current students, you often discover interesting tidbits about the program that you wouldn't hear from admissions departments.

### Prepare for Entrance Exams

When you have an idea of where you plan to apply, find out if graduate entrance exams are required. These include the GRE, LSAT, MCAT, GMAT, or the Miller Analogies Test (MAT). Most schools require you to take at least one of these especially if you plan to apply for financial aid. The GRE costs between \$105-\$150 for the general and subject tests, depending on if you are taking them in the United States or abroad. Keep in mind that you must register for these exams two months *before* the test date. Exams dates are usually offered every few months, but make sure you arrange to take the exams far in advance of your application due dates. To save time and money, be ready to list the universities to which you are applying on the exam, so that you can have your scores sent directly to the institutions. Check <www.gre.org>, <www.lsat.org>, <www.aamc.org>, <www.gmat.org>, or <www.tpcweb.com/mat> for more information.

Most importantly, give yourself plenty of time to prepare for the exams. Purchase study guides or sign-up for study courses. Take mock exams so that you will become familiar with the test formats and learn how to pace yourself. You will not be able to earn a good score by cramming the night before. Some of these exams are offered only on computers. Take advantage of the practice test on the free CD Rom that GRE will send upon registration so that you may get used to the electronic testing method.

### Request Transcripts

You will also need to arrange to have your undergraduate and other degree transcripts sent to each university. Contact the registrar's office at all of the universities you have attended and have the documents sent either to you or directly to the graduate admissions offices. Most universities offer this service online. You may also want to request an extra copy for yourself to be reminded of your undergraduate GPA and the courses that you took. Be prepared to spend up to \$5 for each transcript that you request, although some universities may not charge.

### Submit Recommendations

Select individuals to write recommendations for you who will discuss your attributes honestly and positively. Make sure that they know you well and are familiar with your previous academic or professional work. At least one recommendation should be from a former professor and one should be from someone

*Continued on page 7*

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>.

#### **UNIVERSITY of DC • Washington, DC**

The UDC-David A. Clarke School of Law (UDC-DCSL) offers a \$1,000 scholarship to RPCVs admitted to the university. The UDC-DCSL is the only nationally accredited law school requiring significant service to low-income people. Each student spends over 700 hours representing real clients and the public interest and earns credit through direct work for children with special educational needs, women and children affected by HIV, prisoners, low-income tenants and consumers, and community organizations. The admission fee is also waived for RPCVs. For information, please contact Aaron N. Taylor, Assistant Director of Admission; phone: (202) 274-5592; e-mail: <ntaylor@udc.edu>.

#### **ARIZONA STATE UNIVERSITY • Tempe, AZ**

ASU offers a unique graduate program that especially welcomes RPCV applicants. The Global Technology and Development (GTD) master's program explores the impact of technological development on social, political, and economic development and change. ASU is also a member of the Peace Corps Fellows/USA Program, making RPCVs eligible for these graduate fellowships in which graduate students work in local communities. For more information contact: Dr. Mary Jane Parmentier, Global Technology and Development, College of Technology and Applied Sciences, Arizona State University East, 7001 E. Williams Field Rd, Mesa, AZ, 85236; phone: (480) 727-1156/1533; email: <mj.parmentier@asu.edu>; Web site: <east.asu.edu/ctas/gtd/index.html>.

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

Offering a master's program in health and human services management combining management training and social policy analysis. The master of management and MBA (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>.

#### **\*AMERICAN U. • Washington, DC**

The International Training and Education Program gives special consideration to RPCVs for their Volunteer experience. This multidisciplinary master's degree program through the Department of Sociology is designed to prepare students for careers in international development; development education; grassroots community development; non-formal and adult education; consulting and training activities; program design and evaluation; global and multicultural education; and foreign student affairs. For more information, contact: Dr. Wendy Bokhorst-Heng, International Training and Education Program, American University, Dept. of Sociology, 4400 Massachusetts Ave., NW, Washington, DC 20016-8072; phone: (202) 885-3723; e-

mail: <itep@american.edu>, Web Site: <www.american.edu/cas/sociology/itep>.

## **INTERN/VOLUNTEER**

#### **AGRICULTURAL INTERNS • Floyd, VA**

Positions available 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. April-November. 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.

#### **HOST FAMILIES • Nationwide**

Host a foreign exchange student. Students are available from Russia and all of the NIS, Germany, Argentina, Hungary, Brazil, and many more. Great opportunity to share the 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. Students are between 15 and 18 years of age and will attend the local high school in the host family's community. Contact: Dawna via phone: 800-637-0217; e-mail: <dawna@azmail.net>.

#### **INTERN • Washington, DC**

Position available with the National Wildlife Federation. Duties: assists with a variety of activities related to implementation of activist outreach and development programs primarily in Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin; identifies potential conservation leaders for further development and training; assists with regular communication about activities; coordinates workshops; manages database of activist contacts and progress. Qualifications: BS/BA preferably in environmental studies, natural resources, communications or similar area of concentration; experience in grassroots outreach, communications and event/workshop planning. Please send résumé and cover letter to <InternOpp@nwf.org>. In the subject line, write Conservation Intern Position.

#### **VARIOUS • Wheaton, MD**

Volunteer opportunities with The Gilchrist Center for Cultural Diversity. The Center exists to foster understanding to strengthen the community by providing information and referral services, teaching ESOL and computer courses, offering Small Business Development programming, and providing informative, entertaining programming in the Cultural Arts. Note: The First Annual Cultural Ambassador Volunteer Program Recognition and Reception is scheduled for 4/25/02 at 6:30 pm. Meet the current volunteers at the Center and learn how your skills can help. RSVP by 4/23 to Sharon Knapik at: (240) 777-4940; e-mail: <sharon.knapik@co.mo.md.us>.

#### **ADMIN. INTERN • Washington, DC area**

Part-time position available ASAP at the National Peace Corps Association (NPCA) in Wash., DC, and Silver Spring, Md. Duties: helps the NPCA and a local contractor on the fundraising dinner during the 40th+1 anniversary (mid June). Qualifications: very fluent and fast on the computer; able to juggle phones, faxes, and endless details. Call Deedie Runkel at (301) 587-6484; e-mail: <runkels@silvercommunications.org>.

#### **\*COUNTRY SPECIALISTS • United States**

Volunteer country specialists needed to serve as Amnesty International USA's primary expert and strategist on specific country. Position is based in the US, and requires a two-year commitment averaging 10 hours a week. Specialists are selected on the basis of country expertise, AI knowledge and human rights activist experience. Duties: supports and monitors group casework; collaborates with AIUSA's communication department and maintains regular contact with relevant government officials. Send résumé and cover letter to: Amnesty International, Attn: Cogroup Recruitment Office, PC-98, 304 Pennsylvania Ave. SE, Washington, DC 20003; phone: (202) 544-0200, ext. 261; fax: (202) 546-7142 e-mail: <cgintern@aiusa.org>.

## **AMERICORPS/VISTA**

#### **VISTA LEADER • Westport, CT**

Position available with Save The Children. Duties: manages, monitors and coordinates the overall VISTA and recruitment process for multiple sites across the US; identifies funding sources to support, expand and improve program objectives; creates and maintains a community focal point for learning, supporting and sharing of VISTA experiences and best practices; highlights and publicizes Digital Divide issues. Qualifications: previous VISTA or Peace Corps experience; good computer skills and project management experience a plus. Living allowance: \$991 per month; health and other VISTA benefits. Contact: Willy Leung, 54 Wilton Road, Westport CT 06880; phone: (203) 221-4154; e-mail: <wleung@savechildren.org>.

#### **VARIOUS POSITIONS • Lewiston, ME**

Position available with Maine Campus Compact. Duties: support community service and service-learning programs to develop strong campus-community partnerships; improve the reading and math skills of low-income children. Benefits: education award of \$4,725, student loan forbearance, monthly living allowance, health insurance, and relocation allowance; housing/meals provided on most campuses. Qualifications: college graduate; project and multi-task management. Please send résumé, cover letter, and four references to: MCC VISTA Program, 220 College St. #2, Lewiston, ME 04240. Contact Carla Ganiel at: (207) 786-8392; e-mail: <cganiel@bates.edu>; Web site: <abacus.bates.edu/mcc/vista.html>.

#### **AMERICORPS/VISTA POSITIONS • VT**

VISTA positions available at college campuses through the Vermont Campus Compact. Duties: coordinate and expand service-learning and student leadership programs to help alleviate poverty; work with faculty, staff, students, and community agencies. Qualifications: bachelor's degree; experience with service-learning and/or higher education a plus. Benefits: educational award of \$4,725 or \$1,200 cash after one year; \$769-\$808 monthly living stipend; medical coverage; possible college credit for VISTA service. Call Cecil Thomas: (802) 443-5652; e-mail: <cthomas@middlebury.edu>.



who knows your professional history. If you have been out of school for 10 years or more, it is usually acceptable to submit solely professional recommendations. Recommendations from your Peace Corps country director or other staff are also beneficial.

Send recommendation forms and self-addressed, stamped envelopes to each reference. (Sometimes envelopes pre-addressed to the universities are included in your application packets.) You may even send recent samples of your work, a current résumé, and your Peace Corps Description of Service statement (DOS). Remind your references that many universities request that they initial the seals to ensure confidentiality after they have completed their forms and placed them in the proper envelopes. Have the materials sent directly to the graduate admissions offices or back to you. Allow at least a few weeks for this process before you follow-up with your references to confirm that the completed recommendations have been mailed. Don't forget to send thank-you notes.

### Complete Applications

Your applications may either be typed or completed online—and this is the easy part. The more challenging step is creating your statements of purpose. These statements are one of the most important parts of your applications because they give the admissions committees insight into your motivation and commitment, your experience, writing ability, and unique qualities.

Essays should be written in an organized and concise manner that address each point in the essay topics. Highlight relevant educational and professional experience, including your work in the Peace Corps. Explain how your experiences have helped you to mature and will help you to excel within the specific graduate program. As RPCVs, you possess not only technical and language abilities, but special skills of resourcefulness, flexibility, and cultural and global awareness that will add to any campus or classroom environment. In addition, be clear about how completing the graduate program will help you to achieve your career and personal goals.

"We're open to a variety of styles, but the most powerful statements of purpose are well-written, have a more professional tone, and the applicant is not trying to be overly humorous," said Thomas Anderson, Peace Corps Fellows/USA Coordinator at Western Illinois University.

It may help to outline points you'd like to discuss in your essays before you begin writing. You may need to revise multiple times because you rarely produce your best work in the first draft. Additionally, pay attention to length requirements. After you have completed and double-checked your application forms and statements of purpose, review the checklists that are usually



## Crisis Corps Recruiting Short-Term Volunteers

### Mauritania Post Flooding Assistance

Woodless construction/agroforestry volunteers for the Mauritanian Red Crescent to assist in housing reconstruction due to recent torrential rains. As part of disaster mitigation work, volunteers will participate in tree planting during the rainy season (construction and training experience and strong French or Arabic language skills are required, woodless mud construction experience preferred). This is a five-month assignment with a minimum of a three-month commitment. Start date: as soon as possible.

### 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. HIV/AIDS Pre- and Post-Test Counselor for Meru Red Cross Society and Kenya Methodist University (counseling and training experience and a degree in counseling, clinical social work, or an MPH required).

#### Tanzania

1. Health outreach volunteer for a Tanzanian NGO's health information project with a focus on youth through youth clubs and magazine distribution (health outreach and youth experience and knowledge of HIV/AIDS, youth sexuality, and reproductive health required); 2. Life skills training volunteer for a Tanzanian NGO, UMATI (training experience, knowledge of life skills, HIV/AIDS, youth sexuality, and reproductive health, and a degree in social work or equivalent required).

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*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.*

provided with your application packets. Make sure that you have included all of the necessary materials, including writing samples, language aptitude scores, DOS statement, and application fees. Photocopy all of these documents before mailing them in case they are misplaced. Contact the universities if you don't receive confirmation receipts within a few weeks.

### Apply for Financial Aid

At this point you will be sighing in relief, but unfortunately, the application process isn't complete yet. Even though you indicated on your applications that you'd like to be considered for departmental financial aid, you should fill out the Free Application for Federal Student Aid (FAFSA) forms anyway at <www.fafsa.ed.gov>. If you wait for a response from universities before you apply for federal aid, it may be too late to arrange assistance for your first semester. Also, you may qualify for grants offered through

sources outside the universities. Contact campus financial aid offices to review all options.

### Decide on a Program

Don't expect to hear back from universities until the beginning of April if you are applying for the fall semester. Hopefully, by then, you will have a few quality programs to choose from. Once again, it's time to soul search and reflect upon those important questions you asked yourself before you began the application process. Reconsider the criteria you set for an acceptable graduate program. If possible, visit the schools again and talk to current students and professors. All other factors being equal, when you visit a campus and interact with your potential classmates, your intuition will most likely guide you to the program that is your best match.

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.



### Seeking Suggestions

If you have article ideas or would like to see a particular career topic covered in the Hotline, please send suggestions to the following e-mail address: [hotline@peacecorps.gov](mailto:hotline@peacecorps.gov). Thanks!

### April Career Event UN Opportunities

George Salvatierra, director of UN Employment Information and Assistance at the State Department will talk about employment opportunities in the United Nations and other international organizations. He will also discuss the Junior Professional Officer program at the United Nations High Commissioner for Refugees (UNHCR), Food and Agriculture Organization (FAO), and World Food Programme (WFP).

#### When and Where:

April 17, 2002  
12 noon to 1:30 p.m.  
Paul D. Coverdell  
Peace Corps Headquarters  
1111 20<sup>th</sup> St. NW  
Shriver Conference Room A  
Washington, DC 20526

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

### NPCA's Career Fair and Workshops

Looking for a job or fellowship? Or just want to find direction in your life? Come to the NPCA's Career Fair and Workshops June 21 and 22. **The Career Fair and Workshops are free to all conference registrants and only \$35 for non-registrants.** The Career Fair will be open on Friday, June 21 from 9 a.m. to 5 p.m. and the Career Workshops will run Friday, June 21 and Saturday, June 22.

Register for the entire conference on the NPCA Web site at <[www.rpcv.org](http://www.rpcv.org)> (click on "Honor the 40th"). To sign up just for the Career Fair and Workshops online, go to the conference registration section of the NPCA Web site, fill out the conference registration form, and choose "Career Fair Only." A list of career workshops and employers will be on the Web site later this month. For questions about the career fair, contact Gary Sun at (202) 293-7728, ext. 24 or e-mail him at <[fortyinfo@rpcv.org](mailto:fortyinfo@rpcv.org)>.

### 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 April 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.