

# HOTLINE



A Bulletin of Career, Educational, and Reentry Information and Opportunities for RPCVs

## HOT RESOURCES

### Career Event

September 14  
Washington, D.C.

See page 8

### Returned Peace Corps Volunteer FAQs

For answers to frequently asked questions, such as:

“How can I get assistance with financial and medical issues?”

“How can I get a copy of my description of service (DOS)?”

“How can I stay connected with the Peace Corps?”

visit

[www.peacecorps.gov/rpcv/faqs](http://www.peacecorps.gov/rpcv/faqs)

### Peace Corps HOTLINE

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Interim Editor  
Admin. Ass't., Returned Volunteer Services

To place job announcements, visit  
[www.peacecorps.gov/rpcv/hotline](http://www.peacecorps.gov/rpcv/hotline)  
or contact

Peace Corps  
Returned Volunteer Services  
Phone: 202.692.1430 or  
800.424.8580, ext. 1430  
E-mail: [hotline@peacecorps.gov](mailto:hotline@peacecorps.gov)  
Fax: 202.692.1421

## PUBLIC SECTOR

### CONTRACT ACCOUNTANT • Pago Pago, American Samoa

Position available with the American Samoa Government. Qualifications: experience with government financial statement, accounts payable, accounts receivable, and grants management; CPA preferred; degree in accounting and experience in accounting required. This is a two year contract with the option to renew. Salary: \$35K–\$60K with housing, vehicle, and relocation assistance. Deadline: 7/22/2005. E-mail cover letter and résumé to [ASDRO@Samoatelco.com](mailto:ASDRO@Samoatelco.com); fax: 684.699.5005.

### TERRITORIAL AUDITOR • Pago Pago, American Samoa

Position available with the American Samoa Government. Qualifications: CPA required; audit and management experience required. This is a two to five year contract. Salary: \$55K–\$75K with vehicle, housing, and relocation assistance. Deadline: 7/22/2005. E-mail cover letter and résumé to [ASDRO@Samoatelco.com](mailto:ASDRO@Samoatelco.com); fax: 684.699.5005.

### CIVIL ENGINEER • Anchorage, AK

Position available with the State of Alaska, Department of Environmental Conservation and the Village Safe

Water program. Duties: works with small, remote communities throughout Alaska to develop sustainable water and sewer systems; works with communities to oversee community plans and system designs and administer construction projects. Typical projects range from \$2–\$10 million. Qualifications: experience working in infrastructure development; strong technical skills; strong communication skills. E-mail résumé to [bill\\_griffith@dec.state.ak.us](mailto:bill_griffith@dec.state.ak.us).

### AGRICULTURAL ECONOMIC DEVELOPMENT SPECIALIST • Canandaigua, NY

Position available with Cornell Cooperative Extension. Duties: works with agricultural producers, related service providers, community members, and new entrepreneurs in production. Qualifications: M.S. degree required; minimum four years' experience required. For more information, visit <http://www.cce.cornell.edu/careerops/pa376.htm>. Deadline: 8/15/2005. Send letter of intent, résumé, and transcripts to PA#376, Box 26, Kennedy Hall, Cornell U, Ithaca, NY 14853.

### CHIEF EXECUTIVE OFFICER • Batavia, NY

Position available with Cornell Cooperative Extension Genesee County. Duties: represents and is accountable to the association board of directors and the director of the Cornell Cooperative Extension system. Qualifications: M.S.

degree required; minimum six years' experience required. For more information and to apply, visit <http://www.cce.cornell.edu/careerops/pa378.htm>. Deadline: 8/1/2005. Send letter of intent, résumé, and transcripts to PA#378, Box 26, Kennedy Hall, Cornell U, Ithaca, NY 14853.

### TRAINING OFFICER • Nashville, TN

Position available with the Tennessee Commission on National and Community Service. Duties: coordinates training and technical assistance for 15 AmeriCorps programs in Tennessee, including assessments, training/event coordination, grant management, and reporting. Qualifications: college degree required; minimum one year experience with a volunteer program or community service program required; AmeriCorps or commission experience preferred; knowledge of principles and practices of training, technical assistance, and grants administration required. Salary: \$33,372. For more information and to apply, visit [www.volunteertennessee.net](http://www.volunteertennessee.net); e-mail: [jim.snell@state.tn.us](mailto:jim.snell@state.tn.us).

## PRIVATE SECTOR

### PROGRAM ASSOCIATE • DC

Position available with Fair Chance. Duties: provides support and

## Development Jobs Via Weekly E-mails Get on the list!

Returned Volunteer Services (RVS) offers a weekly e-mail listing of 25 to 30 employment and internship opportunities in international development.

Published by **InterAction**, a U.S.-based nongovernmental organization for international development and humanitarian issues, this weekly e-mail listing is available free to RPCVs.

To receive the weekly job announcements, contact [rsvs@peacecorps.gov](mailto:rsvs@peacecorps.gov) with “InterAction” in the subject line of the e-mail.

guidance to Fair Chance and partner organizations in board development, fiscal management, fundraising, strategic planning, communications, program evaluation, organizational development, and leadership development. Qualifications: practical experience in six of the eight service areas listed above; B.A./B.S. in related field required; minimum three years' nonprofit experience required. Salary: \$30K. For more information and to apply, visit [www.idealists.org](http://www.idealists.org); e-mail: [smullins@fairchancedc.org](mailto:smullins@fairchancedc.org).

#### **PROGRAM ASSISTANT—**

##### **MIDDLE EAST AND NORTH AFRICA • DC**

Position available with Management and Engineering Technologies International, Inc. Duties: works on Middle East and North Africa natural resource projects; develops work plans and reports; organizes travel; monitors and reconciles budgets; works with USDA Forest Service International Programs staff. Qualifications: ability to work with partners in government, NGO, private sector, and academia is required; Arabic and/or Hebrew language skills preferred; natural resources background preferred; experience living and working in the region preferred; must be a U.S. citizen. For more information, visit [www.meticorp.com](http://www.meticorp.com). E-mail résumé to [mrosalez@meticorp.com](mailto:mrosalez@meticorp.com); fax: 915.772.2253.

##### **FINANCIAL AUDITOR • Kansas City, KS**

Position available with the Christian Foundation for Children and Aging (CFCA). Duties: provides project financial analysis and audit coordination; ensures CFCA project compliance to financial policy and the implementation of audit recommendations. Qualifications: college degree and experience in accounting, finance, or related field required; experience with financial analysis and auditing preferred; audit planning and reporting skills; excellent oral and written communication skills; good problem solving and analytical skills; strong computer skills. Send résumé and salary requirements to CFCA HR, 1 Elmwood Ave., KC, KS 66103; fax: 913.384.2211; e-mail: [hr@cfcausa.org](mailto:hr@cfcausa.org).

##### **SENIOR PROGRAM OFFICER • DC**

Position available with World Wildlife Fund (WWF). Duties: responsible for managing the communications and fundraising for WWF's participation in a partnership to supply timber for post-tsunami rebuilding needs in SE Asia. Qualifications: graduate degree in relevant field required; minimum seven years' work experience in environmental policy, business, or economics; strong interpersonal and communication skills required; U.S. forestry knowledge preferred. For more information and to apply, visit [www.worldwildlife.org/about/jobs.cfm](http://www.worldwildlife.org/about/jobs.cfm).

##### **WEB ASSOCIATE • DC**

Position available with IFES. Duties: provides web design, daily maintenance, and back-end hierarchical support for [www.IFES.org](http://www.IFES.org) and its related sub sites; analyzes and corrects system failures; conducts regular site link review and analysis; creates, tests, and debugs scripts in site design and navigation; conducts periodic reviews and analysis of websites; maintains and updates website documentation. Qualifications: B.S./B.A. from an accredited college or university; experience in Web-authoring software, including Dreamweaver and Fireworks; Flash experience preferred. For information and to apply, e-mail [jobs@ifes.org](mailto:jobs@ifes.org); phone: 202.350.6700.

##### **DEVELOPMENT AND COMMUNICATIONS DIRECTOR • DC**

Position available with Fair Chance. Duties: develops annual fundraising strategy and communication plan; responsible for grant-writing, cultivating individual donors, development of quarterly newsletter, and outreach to press. Qualifications: knowledge of Dreamweaver, Pagemaker, Photoshop, and database management; minimum three years' direct experience in fundraising; passion, enthusiasm and assertive can-do attitude. For more information and to apply, visit [www.idealists.org](http://www.idealists.org); e-mail: [smullins@fairchancedc.org](mailto:smullins@fairchancedc.org).

##### **MATH AND SCIENCE TEACHERS • Sells, AZ**

Positions available with Tohono O'odham High School. Duty: teach math or science to Native American high school students. Qualifications: teaching certificate from any state accepted; B.A./B.S. Starting salary: \$32K. On campus housing may be available. To apply contact Bill Reese, Principal, Tohono O'odham High School, HC01 Box 8513, Sells, AZ 85634; phone: 520.362.2400; fax: 520.362.2256.

##### **ENVIRONMENTAL EDUCATION FIELD INSTRUCTOR • Hunt, TX**

Position available with Mo-Ranch-Environmental Leadership Program. Be part of a creative team whose goal is to make use of the natural outdoor environment as an alternative educational setting for activities that promote personal, academic, and spiritual growth. Qualification: must enjoy working with children and being outdoors. Housing and some meals provided. Deadline: 8/1/2005. For information and to apply, phone Patrick Fitzgerald at 800.460.4401 or [elp@moranch.com](mailto:elp@moranch.com).

##### **SAFETY & HEALTH TRAINER • DC**

Position available with United Food and Commercial Workers International Union. Duties: conducts and coordinates training and provides technical assistance for membership, union stewards, safety and health committees, and leadership; develops curriculum and training materials; recruits participants; collects and evaluates data from sites on hazardous chemicals and exposures; frequent travel required. Qualifications: B.A./B.S. in industrial hygiene, safety, public health, or equivalent field experience; fluent in English and Spanish required; experience in conducting worker, adult, or public health education; must be computer savvy; minimum two years' word processing experience;

# HOT! OPPORTUNITIES

#### **PEACE CORPS COUNTRY DIRECTORS • Various locations**

Positions available with the Peace Corps. Duties: responsible for the management of all aspects of the program. Qualifications: senior-level executive with extensive and exceptional leadership skills, international experience, administrative expertise, demonstrated experience mentoring staff or volunteers; international development experience desirable; must be a U.S. citizen. There is no requirement of prior Peace Corps Volunteer service. For information and to apply, visit [www.peacecorps.gov/employment/countrydirector.cfm](http://www.peacecorps.gov/employment/countrydirector.cfm) or phone Mike Mikolaitis at 800.424.8580, ext. 2114 or 202.692.2114.

#### **\*PEACE CORPS WEEK ASSISTANT • DC**

Full-time position available 8/7/2005 through 8/5/2006 assisting with planning and evaluation of Peace Corps Week activities. Duties: plans and facilitates overseas telephone calls between Peace Corps Volunteers and U.S. classrooms; responds to e-mail and telephone inquiries about Peace Corps Week; maintains database. Qualifications: excellent written and oral communication skills; careful attention to detail; ability to handle multiple projects simultaneously; Excel experience. Experience with the Peace Corps Paul D. Coverdell World Wise Schools program is a plus. Salary: \$17.16/hour (FP-7/01). Send cover letter and résumé to Peace Corps Week Coordinator, Paul D. Coverdell Peace Corps Headquarters, Domestic Programs, 2nd Floor, 1111 20th Street NW, Washington, DC 20526; fax: 202.692.1421.

#### **PEACE CORPS CAMPUS REPRESENTATIVE • Ames, Iowa**

Iowa State University seeks a part-time Peace Corps campus representative for the 2005 academic year. Qualifications: previous Peace Corps service required. Duties: informs the University and Ames community of Peace Corps service opportunities through a variety of outreach activities, including participation in campus fairs, classroom presentations, information meetings, bulletin boards, presentations at campus organization meetings, in-office advising, electronic communication, and website maintenance; works closely with the Peace Corps recruiter office in Minneapolis and will be an integral part of the study abroad center at Iowa State University. Receive a graduate assistantship with compensation of up to \$1,800/month, including tuition scholarship and benefits. Send cover letter, résumé, and two references to Jane Edwards at [jedwards@iastate.edu](mailto:jedwards@iastate.edu); address: 256 Memorial Union, Iowa State University, Ames, Iowa 50011.

commitment and interest in the labor movement. Fax cover letter and résumé to 202.466.1501; e-mail: [résumé@ufcw.org](mailto:résumé@ufcw.org).

#### **PROGRAM OFFICER • DC**

Position available with World Wildlife Fund. Duties: provides project management support to members of the Global Forest and Trade Network (GFTN) in locations throughout the world; assumes operational leadership and assists with coordination of GFTN activities, including development of program strategy, fundraising, budget management, special event planning, reports, and communication. Qualifications: B.A. in business or related field required; minimum five years' experience required; familiarity with forestry and trade issues; proven program and project management experience; knowledge of field-based work; knowledge of systems that facilitate international project coordination is preferred. For more information and to apply, visit [www.worldwildlife.org/about/jobs.cfm](http://www.worldwildlife.org/about/jobs.cfm).

#### **HOUSING SPECIALIST • Portland, OR**

Part-time position available with Outside In. Duty: work 32–36 hours/week at a 24-hour transitional housing program for youth, ages 16 to 21. Shifts include swing, overnight, and weekends; work with a team. Qualifications: minimum two years' experience with housing and shelter programs and working with homeless or at-risk youth; B.A./B.S. in related field; fluent in Spanish and English preferred. Salary: \$10.75–\$11.25/hour with benefits. For more information and to apply, visit [www.outsidein.org/employment.htm](http://www.outsidein.org/employment.htm).

#### **WILDERNESS INSTRUCTORS • FL and SC**

Positions available with Outward Bound Discovery. Duty: work in a wilderness environment with at-risk and adjudicated youth in Florida and South Carolina. Internship, seasonal and full-time work positions available. New staff training occurs four times/year. For more information e-mail: [flrecruit@hurricaneisland.org](mailto:flrecruit@hurricaneisland.org). Send résumé to Alyse Ostreicher, Associate Director, OB Discovery, 177 Salem Court, Tallahassee, FL 32301; fax: 850.922.6721.

#### **FIELD MANAGER • Atlanta**

Position available with Entertainment Works Inc. Duties: manages field staff and several field locations; must work weekends. Qualifications: self-motivated; management experience; enjoy working under tight deadlines, on a project-to-project basis, and in a public environment. Paid training provided. Eligible to earn a monthly bonus based on productivity. For more information, visit [www.eworksinc.com](http://www.eworksinc.com). Send résumé, work history, contact information, and salary requirements to [work@eworksinc.com](mailto:work@eworksinc.com) with "Atlanta Manager" in the subject line.

#### **SENIOR PROGRAM ASSISTANT, ASIA • DC**

Position available with Population Services International (PSI). Duty: works with program management staff to provide general administrative and programmatic support to PSI's social marketing programs. Qualifications: B.A. required; minimum two years' work experience; dynamic and creative; proficiency in computer applications; excellent

writing and communication skills; international experience with a demonstrated commitment to international health and development, and/or an interest in private sector approaches to development preferred. For information and to apply, visit [www.psi.org](http://www.psi.org). No phone calls or e-mails.

#### **ASSISTANT PROGRAM COORDINATOR • Atlanta**

Position available with the Carter Center. Duties: provides necessary support to the health programs, specifically Trachoma Control Program (TCP), by maintaining a computerized calendar, composing correspondence, handling logistics of meetings, conferences and special projects, researching information for reports, and presentations and assistance to Global 2000 field offices as needed. Qualifications: B.A. in related field required; minimum one year related experience required; experience in a developing country is highly desired; knowledge of MS Word and Excel required; knowledge of MS Access, PowerPoint, and MS Outlook preferred; ability to read reports in French and conversational French preferred. Send cover letter and résumé to [scallah@emory.edu](mailto:scallah@emory.edu); fax: 404.420.3818.

#### **GED INSTRUCTOR • DC**

Position available with Latin American Youth Center. Duties: maintains and improves basic skills and GED preparation curriculum for diverse group of 16- to 24-year-olds; teaches basic skills and GED preparation classes; serves as a mentor to five to ten youth, meeting with mentees weekly and updates folders and records in the database as necessary; updates educational resource guide as necessary. Qualifications: B.A. in related field with minimum two years' experience in teaching basic skills and GED preparation; fluent in Spanish strongly preferred; flexible, energetic, and positive individual with commitment to youth development in a high quality, respectful environment. Salary: mid- to high-\$30K. For information and to apply, e-mail [patricia@layc-dc.org](mailto:patricia@layc-dc.org); fax: 202.232.2895.

#### **PROGRAM COORDINATOR • Durham, NC**

Position available with Duke University's Center for International Development. Duties: provides professional services, including career counseling and workshops, professional development programs, and organizes visits and outreach for fellows in the international development policy program; coordinates alumni relations, professional development trip to Washington, D.C., special events, and new initiatives; liaises with organizations that enhance the professional development of fellows. Qualifications: minimum two years' experience in program administration or in a position involving academic, instructional, or programmatic activi-

ties; experience working or living in another country, preferably in a developing country; demonstrated ability to work well with people of diverse cultural backgrounds. Salary: \$35K/year. For information and to apply, e-mail Stephanie Alt Lamm at [slamm@duke.edu](mailto:slamm@duke.edu); website: [www.pubpol.duke.edu/dcid](http://www.pubpol.duke.edu/dcid).

#### **FOOD PROGRAM SUPERVISOR • Portland, OR**

Part-time position available with Outside In. Duties: oversees daily operations for a food program serving homeless youth; oversees menu planning, ordering, and health compliance; supervises volunteers. Qualifications: minimum two years' food service experience, preferably for groups of 40 or more people. Work 36 hours/week, Sunday through Thursday. Salary: \$11.25–11.75/hour with benefits. For information and to apply, visit [www.outsidein.org/employment.htm](http://www.outsidein.org/employment.htm).

#### **RESOURCE AND ACTIVITY SPECIALIST • Portland, OR**

Part-time position available with Outside In. Duties: works in day program for homeless youth, ages 16 to 21; provides individual and group skills-building services. Qualifications: minimum two years' experience with homeless or at risk youth; bilingual in Spanish and English preferred. Work 22 to 28 hours/week, including Sundays. Salary: \$11–\$11.50/hour with benefits. For information and to apply, visit [www.outsidein.org/employment.htm](http://www.outsidein.org/employment.htm).

#### **PROGRAM COORDINATOR • DC**

Position available with World Wildlife Fund (WWF). Duties: responsible for budgeting and financial management, revenue contracts management, contracting, long-range planning, and accounting; provides general administration for assigned programs. Qualifications: B.A. in related field required; minimum five years of successful and substantial financial and administration management experience required; experience with government funded NGOs preferred; strong communication skills preferred. For information and to apply, visit [www.worldwildlife.org/about/jobs.cfm](http://www.worldwildlife.org/about/jobs.cfm).

#### **SENIOR ASSOCIATE/ INTERNATIONAL RECRUITER • San Francisco**

Position available with DPK Consulting. Duties: works with program development director and senior management to identify recruitment needs; manages the firm's recruitment of development professionals, primarily for international assignments in transitional and developing countries. Qualification: minimum five years' related experience required. Send CV to

## **Career Publications**

*Business Careers, Careers in Agriculture, Careers in Teaching,  
Environmental Careers, and International Careers*

You can download these publications at [www.peacecorps.gov/rvs/publications](http://www.peacecorps.gov/rvs/publications).



# PEACE CORPS FELLOWS/USA



Peace Corps Fellows/USA works with nearly 40 universities that offer financial assistance to RPCVs who wish to attend graduate school and work in underserved U.S. communities. Below is a *partial* list of universities and subject areas. For the complete list, visit [www.peacecorps.gov/fellows](http://www.peacecorps.gov/fellows); call 800.424.8580, ext. 1440; or write to [fellows@peacecorps.gov](mailto:fellows@peacecorps.gov).

## **Carnegie Mellon University**

Pittsburgh, PA

Public policy/management, arts management, or healthcare policy management. David Eber, phone: 412.268.2164; e-mail: [deber@andrew.cmu.edu](mailto:deber@andrew.cmu.edu).

## **DePaul University**

Chicago, IL

Elementary and high school special education certification. Justin Speer, phone: 312.362.6911; e-mail: [jspeer@depaul.edu](mailto:jspeer@depaul.edu).

## **Duke University**

Durham, NC

Public policy (MPP) with option to earn joint degrees in professional or Ph.D. programs; international development policy (PIDP) with several concentration options. MPP: Katherine Flynn, phone: 919.613.7412; e-mail: [MPPadmit@duke.edu](mailto:MPPadmit@duke.edu); PIDP: Stephanie Alt Lamm, phone: 919.613.7356; e-mail: [pidpinfo@duke.edu](mailto:pidpinfo@duke.edu).

## **Duquesne University**

Pittsburgh, PA

Social and public policy, business administration, conflict resolution, peace studies. Dr. Evan Stoddard, phone: 412.396.5179; e-mail: [stoddard@duq.edu](mailto:stoddard@duq.edu).

## **Florida Institute of Technology**

Melbourne, FL

Environmental science, engineering, management, teaching, and other areas of education (science, mathematics, computer). Dr. Tom Marcinkowski, phone: 321.674.8946; e-mail: [marcinko@fit.edu](mailto:marcinko@fit.edu).

## **Fordham University**

Bronx, NY

International political economy and development. Dr. Henry Schwalbenberg, phone: 718.817.4064; e-mail: [iped@fordham.edu](mailto:iped@fordham.edu).

## **George Mason University**

Fairfax, VA

Elementary education and English as a second language master's programs. Dr. Jack Levy, phone: 703.993.3689; e-mail: [jlevy@gmu.edu](mailto:jlevy@gmu.edu). Lynn Walker Levy, phone: 703.993.3602; e-mail: [lwalker3@gmu.edu](mailto:lwalker3@gmu.edu).

## **George Washington University**

Washington, DC

Transition special education, secondary education. Dr. Jeanne Embich, phone: 202.973.1061; e-mail: [jembich@gwu.edu](mailto:jembich@gwu.edu).

## **Illinois State University**

Normal, IL

Applied economics, political science, sociology with sequences in applied community and economic development. Phone: 309.438.7090; e-mail: [stevensoncenter@ilstu.edu](mailto:stevensoncenter@ilstu.edu). Beverly Beyer, phone: 309.438.8685; e-mail: [babeyer@ilstu.edu](mailto:babeyer@ilstu.edu).

## **Indiana University**

Bloomington, IN

Master of Public Affairs (M.P.A.) in comparative and international affairs; economic development; nonprofit management. Master of Science in Environmental Science (M.S.E.S.) in applied ecology; environmental chemistry, and water resources. Jennifer Forney, phone: 812.855.2840; e-mail: [jjforney@indiana.edu](mailto:jjforney@indiana.edu).

## **Johns Hopkins University**

Baltimore, MD

Nursing, public health. Mary O'Rourke, phone: 410.955.7548; e-mail: [orourke@son.jhmi.edu](mailto:orourke@son.jhmi.edu).

## **Loma Linda University**

Loma Linda, CA

Public health, including global health, humanitarian assistance, and reproductive health. Dr. Barbara Anderson, phone: 909.558.4902; e-mail: [banderson2@sph.llu.edu](mailto:banderson2@sph.llu.edu).

## **Marquette University**

Milwaukee, WI

Business, engineering, communication, English, economics, history, international affairs, philosophy, political science, public service. Carole Ferrara, phone: 414.288.5861; e-mail: [carole.ferrara@marquette.edu](mailto:carole.ferrara@marquette.edu).

## **New Mexico State University**

Las Cruces, NM

Public health, border health, health education, social work, nursing. Dr. Sue Forster-Cox, phone: 505.646.2183; e-mail: [sforster@nmsu.edu](mailto:sforster@nmsu.edu).

## **New School University**

New York, NY

Urban policy analysis/management, health services management and policy, human resources management, organizational change management. Suzy Stein, phone: 212.229.5311, ext. 1215; e-mail: [sstein@newschool.edu](mailto:sstein@newschool.edu).

## **Northern Arizona University**

Flagstaff, AZ

Business. Ted Bouras, phone: 928.523.3657; e-mail: [ted.bouras@nau.edu](mailto:ted.bouras@nau.edu) or [mba@nau.edu](mailto:mba@nau.edu).

## **Rutgers University**

Camden, NJ

Master of Public Affairs in educational policy and leadership with K-12 teaching position at the LEAP Academy. Dr. Michael H.Lang, phone: 856.225.6339; e-mail: [mlang@camden.rutgers.edu](mailto:mlang@camden.rutgers.edu).

## **Seton Hill University**

Greensburg, PA

Art therapy, business administration, elementary education, marriage and family therapy, special education, technologies-enhanced learning, popular-fiction writing. Jenell Krymowski, phone: 724.838.4283; e-mail: [krymowski@setonhill.edu](mailto:krymowski@setonhill.edu).

## **Southern New Hampshire University**

Manchester, NH

Community economic development, international community economic development, business, National Weekend Program. Dr. Catherine Rielly, phone: 603.644.3156; e-mail: [ced@snhu.edu](mailto:ced@snhu.edu) or [c.rielly@snhu.edu](mailto:c.rielly@snhu.edu).

## **Teachers College, Columbia University**

New York, NY

Urban education, including bilingual education, teaching math or science, ESOL, special education, reading specialist. Reed Dickson, phone: 212.678.4025; e-mail: [PCFellows@tc.edu](mailto:PCFellows@tc.edu).

[resumé@dpkconsulting.com](mailto:resumé@dpkconsulting.com) with "SF05-02" in the subject line.

## **EMPLOYMENT RESOURCE CENTER COORDINATOR • Portland, OR**

Position available with Outside In. Duties: oversees operations and leads team in employment resource center for homeless youth up to 24 years old. Qualifications: engaging, organized, and highly-skilled as a facilitative leader; excellent skills and background in communication, coordination, workforce development, and team and program development; minimum four years' relevant experience with program coordination and supervisory experience; B.A. required; background in workforce development preferred; M.A. in related field preferred; fluent in Spanish and English preferred.

Salary: \$30K-\$34K. For information and to apply, visit [www.outsidein.org/employment.htm](http://www.outsidein.org/employment.htm).

## **SENIOR BUSINESS DEVELOPMENT OFFICER • DC**

Position available with Women for Women International. Duties: responsible for identifying, developing, and expanding income generation opportunities for chapter offices, program participants, and graduates; provides chapter offices with business skills and income generation expertise; provides capacity strengthening technical assistance and advice; plans and oversees tasks to facilitate the economic self-sufficiency of program participants, and graduates. Qualifications: M.A. in marketing or M.B.A.; eight to ten years' experience in business

development or marketing in developing countries; experience in conflict and post-conflict environments preferred; demonstrated commitment to gender and development with strong theoretical knowledge combined with practical experience. Send application to Women for Women International, 1850 M Street NW, Suite 1090, Washington D.C. 20036; e-mail: [humanresources@womenforwomen.org](mailto:humanresources@womenforwomen.org).

## **ASSOCIATE/PROPOSAL COORDINATOR • San Francisco**

Position available with DPK Consulting. Qualifications: exceptional organizational and communication skills; ability to solve problems creatively, multi task, and work under tight deadlines; experience coordinating proposals required. E-mail CV to [resumé@dpkconsulting.com](mailto:resumé@dpkconsulting.com) with "SF05-03" in the subject line.

**DIRECTOR OF BUSINESS AND PROGRAM DEVELOPMENT • San Francisco**

Position available with DPK Consulting. Duties: coordinates all aspects of proposal development; researches and tracks bidding opportunities; facilitates bid decisions; convenes teams to draft proposals; recruits staff; identifies institutional partners; negotiates teaming agreements; reviews technical drafts, edits, and prepares final proposals; ensures proposal budgets are prepared. Qualifications: excellent communication and collaboration skills; capacity to organize and manage teams; meet deadlines; minimum 10 years' experience. E-mail CV to [résumé@dpkconsulting.com](mailto:résumé@dpkconsulting.com) with "SF05-01" in the subject line.

**PROGRAM ASSISTANT • Baltimore**

Position available with Johns Hopkins University and the Center for Communications programs. Duties: provides support for projects and regional activities for the Near East, Europe, and Eurasia regions; responsible for administrative and programmatic tasks; communicates with the field offices; works on proposals, correspondence, and reports, responsible for filing. Qualifications: strong organizational and communication skills; fluent in Arabic; B.A./B.S. in public health or related field preferred; travel overseas when required; knowledge of the Near East preferred. Salary: \$30K–\$45K. Deadline: 8/31/2005. Send résumé to the HR/Program Assistant at [hremail@jhucpp.org](mailto:hremail@jhucpp.org) with job code "PC-20518" in the subject line; fax: 410.659.6266.

**ASS'T PROGRAM COORDINATOR • DC**

Position available with For Love of Children (FLOC). Duties: works as a liaison with community-based organizations under the supervision of the external programs coordinator; works with organizations to facilitate community education for neighborhood children through tutorial programs in reading and math; supervises a new Wednesday evening program at FLOC. Fax letter of interest and résumé to 202.462.8369 with "NTP" in the subject line.

**INTERNATIONAL**

**TEACHERS • China**

Position available with Aston Educational Services. Qualifications: fluent in English; minimum age of 21 required; college degree in any subject; teaching experience; willing to teach classes for children ages 5 to 17. For more information and to apply, e-mail Bruce Blanch at [bruce@aesincorp.com](mailto:bruce@aesincorp.com).

**TRADE AND COMPETITIVENESS SPECIALISTS • Antigua and Dominica**

Positions available with CARANA Corporation. Duties: short- and long-term experts work with anticipated USAID-funded project that will focus on stimulating trade and economic growth in the Organization of Eastern Caribbean States (OECES) countries. Qualifications: minimum five years' experience required; experience working with international organizations, preferred; experience

in technical areas including, legal and regulatory reform, trade and investment policy (familiarity of CARICOM, and FTAA), commercial law, export development, investment promotion, industry specialists, including tourism and hospitality, IT-enabled services, business development services, customs and tax policy, institutional reform, civil society outreach and public relations, disaster and risk mitigation, grant management, monitoring and evaluation, accounting, and office management. For more information, visit [www.carana.com](http://www.carana.com). E-mail résumé to [jobs-cots@carana.com](mailto:jobs-cots@carana.com) with "COTS" in the subject line. No phone calls.

**DEPUTY CHIEF OF OPERATIONS • Liberia**

Position available with DynCorp International, a U.S. Department of State contractor. Duties: provides operational management of the recruiting and vetting portion of the security sector reform program; supervises a large international staff; supervises recruitment and vetting processes; works with the local population; liaises with Liberian government, U.S. government, and United Nations. Qualifications: program management experience; relevant expertise; international experience in developing countries; high level of energy, maturity, and initiative; strong interpersonal skills; military, U.S. government, United Nations, NGO, or human rights experience preferred. Send résumé to [staffing@peacekeeping.us](mailto:staffing@peacekeeping.us).

**PROJECT MANAGERS • Sudan**

Positions available with the Sandi Group. Duties: manage construction projects of schools and clinics by local communities and construction contractors; initiate and foster community participation; mentor locals in unfamiliar construction techniques. Qualifications: project management experience preferred; ability to manage multiple tasks; passionate about helping local people; willingness to work in a difficult environment. Send résumé and salary requirement to [ningh@thesandigroup.com](mailto:ningh@thesandigroup.com).

**FIELD OFFICE SUPPORT ASSOCIATE, LITERACY SPECIALIST, AND ASIA AREA SR. HEALTH ADVISOR • Various locations**

Positions available with Save the Children. Positions include field office support associate, literacy specialists, and Asia area senior health advisor. For more information and to apply, visit [www.savethechildren.org/careers/index.asp](http://www.savethechildren.org/careers/index.asp).

**PROJECT MANAGER •**

**Kinshasa, Democratic Republic of the Congo**

Position available with University of North Carolina and the University of California, Los Angeles. Duties: manages a large scale study of the epidemiology of monkeypox; daily manages the study from Kinshasa; works approximately forty percent of the time at rural field sites; coordinates logistics and supply management; trains staff; participates in regular site visits; liaises with staff and Congolese counterparts. Qualifications: fluent in French required; M.A. or equivalent experience in public health; minimum two years' field experience in developing countries, prefer-

ably in the remote regions of francophone Africa. Send cover letter and résumé to [arimoin@ucla.edu](mailto:arimoin@ucla.edu) with "Project Manager—Monkeypox DRC" in the subject line.

**ENGLISH INSTRUCTOR • Nongkhai, Thailand**

Position available with Sustaining Futures Southeast Asia. Duties: teaches English 20 hours/week. Qualifications: ESL certification preferred; fluent in English required; Thai language skills preferred. Minimum four month commitment. Receive free accommodations and meals. This is an ongoing opportunity. For more information, visit [www.sustaining-futures.org](http://www.sustaining-futures.org). E-mail résumé or CV and detailed letter outlining special interests and talents to [sfvols@yahoo.com](mailto:sfvols@yahoo.com).

**PROGRAM CONSULTANT • South Asia**

Position available with Global Fund for Children. Duties: identifies appropriate and qualified community based organizations (CBO); facilitates proposal and grants administration process; oversees monitoring and reporting. Qualifications: excellent project management skills; familiarity with local and regional CBO community and capacity; knowledge of child social protection and youth development; based in focus country, ability to travel in region (Sri Lanka, Thailand, Indonesia). This is a part-time, temporary one year contract that may be renewable. Deadline: 7/31/2005. Send cover letter and CV to [jobs@globalfundforchildren](mailto:jobs@globalfundforchildren); fax: 202.331.9004.

**LEGAL ADVISOR • Liberia**

Position available with DynCorp International, a U.S. Department of State contractor. Duties: advises on human rights vetting procedures of candidates for the national armed forces; advises the staff on legal matters related to recruitment and vetting; provides counsel to the promotion board and appeals board; works with the local population; liaises with Liberia institutions. Qualifications: law degree required; human rights experience and relevant expertise required; international experience in developing countries; familiarity with investigations; high level of energy and initiative; strong interpersonal skills; human rights, NGO, United Nations, or U.S. government experience preferred. Contract is one year with possible two year extension. Send résumé to [staffing@peacekeeping.us](mailto:staffing@peacekeeping.us).

**LOGISTICS/MOVEMENT OFFICER • Liberia**

Position available with DynCorp International, a U.S. Department of State contractor. Duties: plans and coordinates all logistical and movement requirements; supervises maintenance, accountability, and control of vehicle fleet; works with local population to coordinate flights and other requirements through UN and Liberian government; liaises with Liberia institutions. Qualifications: logistical management experience and relevant expertise; international experience in developing countries; high level of energy and initiative; strong interpersonal skills; military, NGO, UN, or U.S. government experience preferred. Send résumé to [staffing@peacekeeping.us](mailto:staffing@peacekeeping.us).

**APTITUDE TESTING OFFICERS • Liberia**

Positions available with DynCorp International, a U.S. Department of State contractor. Duties: manage and administer aptitude tests for candidates to the

# Crisis Corps Recruiting Short-Term Volunteers

## Cameroon

**Project Hope** requests one Crisis Corps Volunteer to work as a **Technical Officer** for five to six months. Duties: assesses the knowledge, attitudes, and practices of the target groups on HIV/AIDS; evaluates the content and efficacy of existing materials in use in the project; identifies materials in use by similar organizations; gives guidance in assessing HIV/AIDS training, technical assistance, and consultation needs of Project Hope staff and on the implementation of effective Behavior Change Communication programs; gives guidance in developing appropriate HIV/AIDS monitoring and evaluation indicators and systems to document and evaluate the efficacy of the project. Mandatory Qualifications: undergraduate degree in appropriate field, including public health or health education; demonstrated experience in developing behavior change communication interventions and materials; thorough knowledge of HIV/AIDS; teaching/training skills; solid interpersonal skills and ability to function well as a team player; ability to work independently with minimal support; successful completion of Peace Corps Volunteer service; willingness to work long hours.

## Ecuador

**CEMOPLAF** requests one Latin America RPCV with a strong background in HIV/AIDS and public health issues for a six-month **HIV/AIDS Advisor** assignment in Quito. The assignment will involve a travel component and require strong Spanish language skills, among other project specific requirements.

The **Association of Girl Scouts of Ecuador** requests one **Youth Development Volunteer** for a six-month assignment providing institutional support and development to strengthen the organization and increase adult membership. The Crisis Corps Volunteer will focus on developing program and training materials, fundraising, strategic planning, and other institutional development as well as organizing a one-week summer camp for low-income girls.

## Malawi

**Work for Rural Health**, a national NGO supported by the Open Society Initiative for Southern Africa (OSISA) and Inter Aide, requests one Crisis Corps Volunteer to serve for six months as a **Strategic Planner** and **Computer Trainer**. Duties: monitors and evaluates project activities; develops a three-year strategic plan to ensure sustainability; trains staff on basic computer operation usage. Mandatory Qualifications: conversant with computer operations and packages; experience

in project design or strategic planning; experience with project monitoring and evaluation; flexibility, patience, and good interpersonal skills to work with a variety of people; successful completion of two years' Peace Corps Volunteer service in East or southern Africa; knowledge of income generating activities and/or marketing in a developing country; ability to work with minimal supervision and to maintain productive relationships on a team.

## Namibia

The **Namibian Ministry of Education and Regional AIDS Committees for Education (RACE)** request a team of four **HIV/AIDS Volunteer Coordinators** for six-month assignments. Duties: implement the national HIV/AIDS policy and establish and strengthen the "Window of Hope" and "My Future Is My Choice" after-school programs; establish HIV/AIDS clubs; train teachers to serve as HIV/AIDS coordinators; provide project-specific orientation and training for the incoming Peace Corps trainees assigned to RACE.

## Sri Lanka

**International Organization for Migration** requests two Crisis Corps Volunteers to serve as **Administrative Development Officers** for three-month assignments beginning in August. Duties: build capacity in organizational development; oversee office administration, human resources, and finance, procurement; develop team building; oversee reporting systems; communicate amongst different office operations to affect synergy and or crosscutting themes; report writing and overall basic office operations. Qualifications: university degree in management, business administration, accounting, human resource or related field; practical experience in related field; ability to work independently within agreed deadlines as well as an effective team member; computer and finance skills to include basic accounting; familiarity with reporting standards and worksheets; experience with logistics skills such as event planning, office procurement, and office system monitoring and tracking; ability to maintain performance expectations in diverse cultural contexts, psychologically stressful environment, and physical hardship conditions.

**Christian Children's Fund** requests four Crisis Corps Volunteers for a three-month assignment beginning in August to work as **Water and Sanitation Engineers**. Duties: provide technical supervision for the water and sanitation component of the project; review proposals; develop and design projects; monitor project implementation; strengthen capacity of local staff using computer software and systems; review project and activities currently underway, prepare reports on progress, and make recommendations to improve the quality of the work

carried out; ensure that the policies and procedures for program development, implementation and monitoring are adhered to by all Wat/San team members; assess damage to water systems in need of refurbishment to determine bill of quantities (materials and costs) and create specifications; ensure that contractors adhere to engineering specifications for Wat/San facilities to be newly reconstructed or refurbished. Qualifications: degree in civil engineering or related field; experience in water sanitation; flexible with the ability to adapt to changing conditions; able to work independently and carry out duties with minimal supervision; demonstrated experience implementing complex projects within time limitations. Desired Qualifications: capacity to transfer knowledge and skills to local staff and training experience; demonstrated experience in construction, contracting and cost estimates; experience in working in zones of conflict; computer skills including AutoCAD; fluent in Sinhala or Tamil language.

## International Organization for Migration (IOM)

requests two Crisis Corps Volunteers to serve as **Water Systems Engineers** for three-month assignments beginning in August. Duties: assist in devising and implementing water sanitation (WATSAN) plans; ensure the WATSAN needs are met for beneficiary populations; assist in educating beneficiary population on management of resources linked to WATSAN; ensure that required construction materials are procured and delivered to the respective sites in a timely manner; ensure that proper authorization for land from the government is obtained and that providers of other essential services such as water sanitation, electricity and other basic amenities are identified and contacted prior to the commencement of shelter construction works; coordinate with partner agencies who work principally on WATSAN and assist in supervising the implementation of projects in IOM sites; monitor construction activities carried out by contractors; work closely with the head of sub-office and the finance office regarding the contract management, close out procedures, and final payment to the sub-contractor. Qualifications: degree in civil engineering, architecture, or related field; flexible and willing to work under difficult work and living conditions; prior water/sanitation and construction project management experience; monitoring and evaluation experience; ability to maintain performance expectations in diverse cultural contexts, psychologically stressful environment, and physical hardship conditions.

**GOAL** requests four volunteers to work as **Capacity Building volunteers** for field staff in Sri Lanka. Duties: training in project reporting; administration and management, including computer skills in MS Word, MS Excel, MS



Access and use of e-mail; basic financial and logistic procedures; report writing and proposal writing; setting up of monitoring and evaluation systems; and program evaluation techniques. Qualifications: M.A. in development studies or relevant degree; experience in project management; experience in capacity building and rural participatory assessment. Desired Qualifications: experience or training in engineering/construction in developing countries.

## Thailand

**Habitat for Humanity** requests one Crisis Corps Volunteer to work as a **Project Planner** for a six-month assignment beginning in August. Duties: develops a housing construction plan using Microsoft Project Software; develops housing construction data questionnaires which will gather data on all planned and ongoing Habitat housing projects; enters all relevant data into the MS Project Housing Construction Plan; analyzes available data and report findings; trains the administrative assistant and construction manager in the use and maintenance of the plan. Qualifications: experience in using Microsoft Project Software; experience with collecting and organizing data; experience with generating project reports and schedules; experience with Project Planning and Implementation; EMA RPCV; ability to work within unstable and difficult conditions; ability to work independently with minimal support. Desired Qualifications: construction management background; experience in construction of low-income housing; prior experience with Habitat for Humanity; familiarity with housing material production techniques.

**Habitat for Humanity** requests one Crisis Corps Volunteer to work as a **Material Production Coordinator** for a six-month assignment beginning in August. Duties: plans raw material orders; tracks product orders from Habitat, other NGOs, and the general public; plans and organizes material production; assures the quality of products; collects production data; develops protocol for calculating bi-weekly wages for villagers and trains a villager to complete the calculations; provides weekly stock, production capacity, revolving fund performance and production; reports to the project manager; tracks

### How to Apply

For additional assignments and more detailed descriptions of these assignments, including the required qualifications, visit the Crisis Corps website at [www.peacecorps.gov/rpcv/crisiscorps](http://www.peacecorps.gov/rpcv/crisiscorps); or call 202.692.2250 or 1.800.424.8580, ext. 2250. Applications can be downloaded from the website.

*Because of mail delivery difficulties, the Crisis Corps requests that applications and résumés be faxed to 202.692.2251 or e-mailed to [crisiscorps@peacecorps.gov](mailto:crisiscorps@peacecorps.gov).*

assets in record and physical inventory; trains one villager at each site to do most of these tasks. Qualifications: degree or experience in industrial engineering, business management, or related field; experience in production control or management, and procurement of construction materials; experience in clerical work (record keeping); EMA RPCV; good organizational skills; ability to work within unstable and difficult conditions; cross-cultural management experience; experience with staff/volunteer management; ability to speak, read, and write Thai. Desired Qualifications: experience in construction material production; prior experience with Habitat for Humanity; familiarity with current construction technology; familiarity with housing material production techniques.

**Habitat for Humanity** requests two Crisis Corps Volunteers for a six-month assignment in Thailand as **Construction Site Supervisors**. Duties: develop construction schedule; plan and direct volunteers on a day-to-day basis; coordinates the scheduling and training of site specific construction staff; secure major purchases/donations; provide regular progress reports; arranges for purchase of tools and manage tool inventory; monitors material and labor quality and ensure all homes conform to housing design plans; ensure the safety and security of all staff and volunteers on the construction site; oversee the method of operation and methods of construction on the worksite; oversee the successful completion of the site building plan; monitor house costs relative to budget; oversee site preparation, including demolition of existing houses and rubble removal; manage construction support on the worksite. Qualifications: minimum two years' experience in construction field; staff management experience; project management experience; strong leadership and organizational skills; excellent strategic thinking ability; ability to work within unstable and difficult conditions; cross-cultural management experience; familiarity with current Habitat for Humanity construction technology (concrete post and beam and interlocking load-bearing blocks, concrete roof tiles). Desired Qualifica-

tions: fluent in spoken Thai language; experience in construction of low-income housing; experience working in a nonprofit organization; prior experience with Habitat for Humanity.

**Village officials in Mooban Nua** request one Crisis Corps Volunteer to serve as a **Youth Development Worker**. Working with a village heavily affected by the tsunami on the southern coast of Thailand, the Volunteer will serve as an advisor in creating a playground for the village children. Duties: conducts a needs assessment for the youth programming in the village, coordinates with the Construction Management volunteer to meet the needs of local youth, help with translation issues as needed between the Construction Management volunteer and village elders. Qualifications: experience in youth development; Thai language skills, successful completion of Peace Corps service in the Europe, Mediterranean, and Asia region; ability and willingness to live and work in a difficult setting with children who have been severely traumatized and continue to deal with side effects of the tsunami.

## Zambia

**Hands at Work**, a host-country NGO, requests one **NGO Development Advisor** for a six-month assignment. Duties: develops financial tracking tools and financial management systems; assists with resource mobilization and the development of income-generating activities for programs focused on home-based care for orphans and vulnerable children. Required qualifications: diploma or degree in economics, experience in accounting, business management, NGO development, or any related degree; demonstrated computer skills in database development; proven capabilities in strategic planning or NGO development; ability to work independently with minimal support is essential; understanding of the work of NGOs/faith-based organizations; and experience with the development and use of financial management systems and financial tracking tools. Desired Qualifications: experience in training of trainers in basic project accounting; experience in resource mobilization and entrepreneurship development; successful completion of Peace Corps service in Africa.

## POLICY AND PROCEDURES OFFICER • Liberia

Position available with DynCorp International, a U.S. Department of State contractor. Duties: responsible for vetting candidates for the national armed forces for human rights violations; conducts background checks of candidates; works with the local population; liaises with Liberia institutions. Qualifications: senior program management experience; relevant expertise; international experience in developing

countries; high level of energy and initiative; strong interpersonal skills; human rights, military, NGO, UN, or U.S. government experience preferred. Send résumé to [staffing@peacekeeping.us](mailto:staffing@peacekeeping.us).

## More HOTLINE Ads Online!

*For more international, internship/volunteer, education, and AmeriCorps opportunities, please see pages 9 and 10 of the online version of this issue at [www.peacecorps.gov/rpcv/hotline](http://www.peacecorps.gov/rpcv/hotline).*

national armed forces; manage local staff, work with the local population; catalogue results. Qualifications: relevant expertise and experience; international experience in developing countries; high level of energy and initiative; and strong interpersonal skills; basic computer skills; military, NGO, UN, or U.S. government experience preferred. Send résumé to [staffing@peacekeeping.us](mailto:staffing@peacekeeping.us).

# Peace Corps

Washington, DC 20526

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

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## Graduate School Guide

Returned Volunteer Services offers the *Graduate School Guide* online. The *Graduate School Guide* highlights programs (arranged by academic subject) from more than a hundred institutions that give special consideration to RPCVs. The publication also includes information about the Peace Corps Fellows/USA program and other educational services and programs of interest.

To download the publication, visit [www.peacecorps.gov/rvs/publications](http://www.peacecorps.gov/rvs/publications).

## Discover Career Assessment Software

To help you assess your career-related interests, abilities, and job values, Returned Volunteer Services offers *Discover*, an online software program administered through ACT, Inc.

This questionnaire-based program will help you determine career options that are a good match for you. *Discover* will also help you develop effective résumés, cover letters, job applications, and interviewing skills.

E-mail Returned Volunteer Services at [rvs@peacecorps.gov](mailto:rvs@peacecorps.gov) for a free password.

## September Career Fair

sponsored by  
Returned Volunteer Services

Meet and talk one-on-one with representatives from 30 organizations that are interested in hiring returned Peace Corps Volunteers.

**Wednesday, September 14, 2005**

Paul D. Coverdell Peace Corps  
Headquarters  
1111 20th Street NW  
Washington, DC 20526

4 to 8 p.m.

For more information, contact Heather Groome  
at 202.692.1437.

## Join an RPCV Listserv

To receive additional job listings, sign up for the Yahoo! group called **RPCVNetwork**.

Go to [www.yahoo.com](http://www.yahoo.com), select "Groups," search for "RPCVNetwork," and "Join." Include your PCV name and country/dates of service.



**REGISTRATION OFFICERS • Liberia**

Position available with DynCorp International, a U.S. Department of State contractor. Duties: manage recruitment center operations; manage local staff, working with the local population. Qualifications: relevant expertise and management experience; international experience in developing countries; high level of energy and initiative; strong interpersonal skills; basic computer skills; military, NGO, UN, or U.S. government experience preferred. Send résumé to [staffing@peacekeeping.us](mailto:staffing@peacekeeping.us).

**FILE MANAGEMENT OFFICER • Liberia**

Position available with DynCorp International, a U.S. Department of State contractor. Duties: creates, organizes and manages a file for each candidate for the national armed forces; supervises local staff; works with the local population; liaises with Liberia institutions. Qualifications: relevant expertise and experience; international experience in developing countries; high level of energy and initiative; strong interpersonal skills; basic computer skills; military, NGO, UN, or U.S. government experience preferred. Send résumé to [staffing@peacekeeping.us](mailto:staffing@peacekeeping.us).

**LEGAL COUNSEL AND PRIVACY OFFICER • Liberia**

Position available with DynCorp International, a U.S. Department of State contractor. Duties: advises on human rights vetting procedures of candidates for the national armed forces; advises the staff on legal matters related to recruitment and vetting; provides counsel to the promotion board and appeals board; works with the local population; liaises with Liberia institutions. Qualifications: law degree; human rights experience and relevant expertise; international experience in developing countries; familiarity with investigations; high level of energy and initiative; strong interpersonal skills; human rights, NGO, UN, or U.S. government experience preferred. Contract is one year with possible two year extension. Send résumé to [staffing@peacekeeping.us](mailto:staffing@peacekeeping.us).

**HUMAN RIGHTS VETTING OFFICER • Liberia**

Position available with DynCorp International, a U.S. Department of State contractor. Duties: responsible for vetting candidates for the national armed forces for human rights violations; conducts background checks of candidates; works

with the local population; liaises with Liberia institutions. Qualifications: human rights experience and relevant expertise; international experience in developing countries; field investigation experience; high level of energy and initiative; strong interpersonal skills; law degree preferred; human rights, NGO, UN, or U.S. government experience preferred. Contract is one year with possible two year extension. Send résumé to [staffing@peacekeeping.us](mailto:staffing@peacekeeping.us).

**DIRECTOR OF RECRUITING AND VETTING • Liberia**

Position available with DynCorp International, a U.S. Department of State contractor. Duties: provides overall program management of the recruiting and vetting portion of the security sector reform program; supervises a large international staff; supervises recruitment and vetting processes; works with the local population; liaises with Liberian government, U.S. government, and United Nations. Qualifications: senior program management experience; relevant expertise; international experience in developing countries; high level of energy, maturity and initiative; strong interpersonal skills; senior military, U.S. government, and human rights experience preferred. Send résumé to [staffing@peacekeeping.us](mailto:staffing@peacekeeping.us).

**INTERN/VOLUNTEER**

**INTERNATIONAL SUSTAINABLE AGRICULTURE INTERNSHIP • Kalamazoo, MI**

Paid internship available at Tillers International, a sustainable agriculture farm with international emphasis using draft-animal power and low-cost sustainable farming technologies. Duties: hands-on experience in farming, education, agro-forestry, timber framing, and blacksmithing. Position runs three to twelve months and may include international travel and training. Salary: \$85-\$125/week. Shared room available for \$35/week. For more information and to apply, visit [www.tillersinternational.org](http://www.tillersinternational.org). Send cover letter, résumé, two references, and a description of service to Larry Dyer or Richard Roosenberg at Tillers International, 10515 East OP Avenue, Scotts, MI 49088; phone: 800.498.2700; email: [tillers@tillersinternational.org](mailto:tillers@tillersinternational.org).

**INTERNATIONAL DEVELOPMENT PROGRAM • DC**

American University and the International Development Program (ID) in the School of International Service offer an M.A. in international development and an M.S. in development management. Concentrations include community development, conflict, development management, democracy and governance, economic policy, environment, gender, microfinance, small business, and trade, or can be designed by student. The ID program gives special consideration and at least one assistantship per year to RPCVs. For information and to apply, contact Director Dr. David Hirschmann or Program Manager Erica Blodgett (RPCV), at International Development Program, School of International Service, American University, 4400 Massachusetts Avenue NW, Washington, D.C. 20016-8071; phone: 202.885.1660; fax: 202.885.1695; e-mail: [idsis@american.edu](mailto:idsis@american.edu); website: [www.american.edu/sis/idp](http://www.american.edu/sis/idp).

**\*NATUROPATHIC DOCTOR • Tempe, AZ**

Southwest College of Naturopathic Medicine (SCNM) offers a four-year professional degree program resulting in a doctor of naturopathic medicine. Graduates are educated in the same basic sciences as an M.D., including holistic, nontoxic approaches to therapy with an emphasis on disease prevention and optimizing wellness. SCNM waives application fees for qualified RPCVs and offers a \$1K scholarship each fall quarter. Fall quarter begins 8/15/2005 and spring quarter begins 2/13/2005. For more information and to apply, phone 888.882.7266, ext.210; e-mail: [admissions@scnm.edu](mailto:admissions@scnm.edu); website: [www.scnm.edu](http://www.scnm.edu).

**\*M.A. AND PH.D. IN PUBLIC HEALTH • New Orleans**

Tulane University School of Public Health and Tropical Medicine is accepting applications for fall 2005 and spring 2006 semesters. RPCVs interested in pursuing M.A. or doctoral degrees in public health may specialize in biostatistics, epidemiology, tropical medicine and parasitology, community health, health systems management, environmental health, or international health and development. For information and to apply, contact Mary Parker or John Hembling, Tulane Master's Internationalist Coordinators, at 800.676.5389; e-mail: [tulanemi@yahoo.com](mailto:tulanemi@yahoo.com); website: [www.sph.tulane.edu](http://www.sph.tulane.edu).

**AMERICORPS/VISTA**

**FIELD TEAM MEMBER • ME**

Position available with Maine Conservation Corps from 8/15/2005 to 11/5/2005. Duties: works with small six-person teams to build trails and maintain outdoor facilities throughout Maine; helps maintain Maine's park and public lands. Qualifications:

**Peace Corps Career Centers**

A career center with job postings, resource books, computers, fax machines, and phones is available at our Arlington, Va./Washington, D.C., recruitment office. Smaller career areas are available in our other regional recruitment offices.

Contact them for more information at [www.peacecorps.gov](http://www.peacecorps.gov).

minimum age of 18 required; must be U.S. citizen; ability to live and perform strenuous work. Salary: \$225/week with health insurance, and a \$1250 AmeriCorps education award. For more information and to apply, contact Maine Conservation Corps, 124 State House Station, Augusta, ME 04333; phone: 207.287.4931; e-mail: corps.conservation@maine.gov.

#### RESOURCE DEVELOPMENT

##### ASSOCIATE • Boston

Position available with South Shore Habitat for Humanity. Duties: works on developing systematic approaches to researching sources of funds; renews, maintains, and reports on communications with supporters of South Shore Habitat for Humanity; provides written analysis of the results for use in further marketing and fundraising development. Position begins 10/2005. For more information and to apply, e-mail [habitat@sshahabitat.org](mailto:habitat@sshahabitat.org); phone: 781.843.9080, ext. 8.

#### COMMUNITY DEVELOPMENT • Boston

Position available with Shore Habitat for Humanity. Duties: works with the site selection committee and vice president of operations to develop and implement a process for investigating and acquiring building sites for South Shore Habitat homes; strategize and implement outreach to various individuals, groups, and industries within South Shore Habitat for Humanity's service area; assists with the recruitment, training, and support of South Shore Habitat's community-based local project committees. Position begins 9/2005. For more information and to apply, phone 781.843.9080, ext. 8; e-mail: [habitat@sshahabitat.org](mailto:habitat@sshahabitat.org).

#### PUBLIC RELATIONS COORDINATOR • Boston

Position available with South Shore Habitat for Humanity. Duties: works with a marketing and public relations committee to develop a consistent and systematic connection to the media; provides the help to develop the strategies for marketing and communications; promotes the work of this agency to various targeted audiences. Position begins 9/2005. For more information and to apply, phone 781.843.9080, ext. 8; e-mail: [habitat@sshahabitat.org](mailto:habitat@sshahabitat.org).

## Confused about your noncompetitive eligibility for federal employment?

Visit [www.peacecorps.gov/rpcv/nce](http://www.peacecorps.gov/rpcv/nce)

### Still have questions?

Contact  
Returned Volunteer Services  
at 1.800.424.8580, ext. 1430  
or 202.692.1430

## Online Employment Bulletins

*Environmental Career  
Opportunities*

*International Career  
Employment Weekly*

*Public Health Jobs Worldwide*

E-mail [rvs@peacecorps.gov](mailto:rvs@peacecorps.gov) to receive  
the passwords. Please specify which  
publication(s) you want.  
Passwords are for RPCV use only.

## Peace Corps Medical Officers Needed

The Peace Corps seeks NPs, PAs, and MDs with independent practice experience to serve as Peace Corps medical officers (PCMOs) worldwide.

PCMOs are paid contractors who provide healthcare, education, and counseling, and manage the Peace Corps Volunteer healthcare programs in their country of assignment.

Starting salary is \$62K. Positions require valid license and national certification. Applicants with overseas work experience will be most competitive.

For more information, visit the Peace Corps website, [www.peacecorps.gov](http://www.peacecorps.gov), click on "Professional Medical Opportunities"; phone 202.692.1535; or e-mail [pcmorecruitment@peacecorps.gov](mailto:pcmorecruitment@peacecorps.gov).

## Career Information Consultants Guide

This 369-page publication, categorized by career fields, company, and location, lists more than 1,500 RPCVs and other professionals who have agreed to answer career-related inquiries on a voluntary basis.

For a copy of the directory, contact Returned Volunteer Services at [rvs@peacecorps.gov](mailto:rvs@peacecorps.gov) and indicate whether you would like a hard copy or CD-ROM.