

H TLINE

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

HOT RESOURCES

Check out these resources for information about other Peace Corps training opportunities:

Entrena, S.A.
International Mall
EPS #P-4507
PO Box 02-5261
entrena@codetel.net.do

CHP International
1040 North Boulevard
Suite 220
Oak Park, IL 60301
Phone: 708.848.9650
Fax: 708.848.3191
www.chpinternational.com

Additional Suggestion:

For information about the Farmer-to-Farmer Program, which matches experts with short-term unsalaried consultancies around the world, contact Jim Cole, Peace Corps FTF coordinator, at jcole@peacecorps.gov.

Shanta Swezy
RPCV Kazakhstan
Hotline Editor

Richard Montpelier
RPCV Papua New Guinea
Hotline Assistant

For information on how to place job announcements, contact:

Peace Corps
Returned Volunteer Services
Phone: 202.692.1430 or
800.424.8580, ext. 1430
E-mail: hotline@peacecorps.gov
Fax: 202.692.1431 or 1421
Website:
www.peacecorps.gov/rpcv/hotline

Working as Peace Corps Short-Term Trainers and Consultants

by RPCV Patricia Dowling (Moldova 1996–99)
Short-Term Assistance Unit Coordinator

"If you found your Peace Corps service worth two years of your time and effort, you'll also find that sharing your knowledge with new Peace Corps trainees is incredibly rewarding. You know their questions because you had them yourself, and you know the problems they'll face, including some that they haven't even thought about yet. Being in on the beginning of a Peace Corps Volunteer group's two years of service is an opportunity for you to make a major difference in the program. And it gives you the opportunity to make major progress in your own job skills as well: leadership, teamwork, planning, leading sessions, solving problems, counseling people, public speaking, and facilitating groups. Trainings are short, intensive, and challenging. For those who like a challenge, they are a great opportunity!"

—RPCV Sharon Dirlam
(Russia 1996–98)

Most Peace Corps field offices around the world hire training staff locally. When a post is not able to identify qualified trainers in-country, however, it can contact the Short-Term Assistance Unit (STAU) in the Peace Corps' Center for Field Assistance and Applied Research. The STAU supports efforts to identify qualified consultants and U.S. personal service contractors by maintaining a database of consultants, technical specialists, and other qualified individuals

who can serve the Peace Corps in short-term consulting or training assignments.

Getting Started

"Remember those feelings of excitement and nervousness when you walked off the plane in your country of service?" asks RPCV Havard Bauer (Kiribati 1990–92). "Remember, when pre-service training was over, how 'ready' you felt to go to site? Become a trainer and relive those glorious and frustrating days from the other side. I have been a tech trainer twice and a Pre-Service Training (PST) director 11 times, and it is still fun and I'm still learning."

"Some people think training is like a certain quote from Shakespeare," says RPCV Janeen Dorsch (Macedonia 1996–99), " 'a tale told by an idiot, full of sound and fury, signifying nothing.' Those folks don't usually do so well."

Landing a contractor position is competitive—especially if you are interested in short-term training contracts with the Peace Corps. For example, more than 1,027 active applicants are listed in the STAU database, yet only

65 requests have come in so far from posts seeking trainers in fiscal year 2004. Here are a few suggestions to keep in mind as you prepare your résumé for consideration.

Dos and Don'ts of Applying

Do market all your skills and experience; don't sell yourself short. When developing your résumé, be sure that the "one-page résumé syndrome" does not hinder your chance to note pertinent Peace Corps experience in detail. Include as much relevant work and overseas experience, as many languages spoken, and as much other information as you can to help you stand out from other applicants. Additionally, make note of any training programs, panel discussions, or seminars you facilitated as a Volunteer. Remember to include any experience as an educator, such as curriculum development or session design. Don't assume the reader is aware of the responsibilities you may have had; come right out and state them, even if they seem obvious to you.

Do refer to your description of service (remember the DOS?), and put it to use rather than leaving it filed away somewhere. There are a lot of details in your DOS that you may have forgotten about.

Do talk to other people who may have experience conducting training for the Peace Corps. You may know

PUBLIC SECTOR

CAMPUS REP • Logan, UT

Part-time position available with the Peace Corps at Utah State University (12-month contract). Duties: coordinates and staffs campus recruiting activities to inform students and the community about the Peace Corps; advises prospective applicants; maintains contact with the Denver Regional Office. Qualifications: able to work without close supervision; good speaking, writing, and organizational skills. Prefer Utah State graduate student/Returned Peace Corps Volunteer. Deadline for applications: 9/15/2003. Submit résumé and cover letter to Jonathan Bringewatt, Peace Corps, Denver Regional Office, 1999 Broadway, Suite 2205, Denver, CO 80202; phone: 303.844.7018; fax: 303.844.7010; e-mail: jbringewatt@peacecorps.gov.

NURSING SUPER. • Alexandria VA

Position available with Alexandria Health Department. Duties: staff supervision; participation on agency interdisciplinary team in development of bio-terrorism response plan and training; management of the agency-wide TB control and communicable disease programs; community collaboration; grant writing/monitoring and more. Qualifications: M.S.N. or M.P.H. and experience in above areas; must have, or be eligible for, VA license in nursing. Contact Judy Southard, Alexandria Health Department, 517 North Saint Asaph St., Alexandria, VA 22314; download Virginia state application from the website: www.dhrm.state.va.us/statefrm.htm; phone: 703.838.4384; fax: 703.838.4038.

PROGRAM ASSISTANT • Washington, DC

GS-07 position available with the USDA Foreign Agricultural Service. The position is located in the Business Management Center, Development Resources Division, International Cooperation and Development, Foreign Agricultural Service, U.S. Department of Agriculture (FAS/ICD/DRD/BMC). Duties: facilitation and administrative processing of travel (international/domestic); purchasing; data processing; reconciliation of accounts. Deadline for applications: 9/19/03. To view the full vacancy announcement and for information on how to apply, please go to www.fas.usda.gov/icd/drd/icdjobs.html.

CAMPUS RECRUITER • Columbia, MO

Position available at the University of Missouri. Duties: develops and implements a program to increase awareness of Peace Corps within Columbia and MU; coordinates all

Peace Corps-related activities (information sessions, career fairs, group presentations, and recruitment campaigns); organizes and facilitates regular meetings with area schools, student clubs, and organizations on campus; evaluates applications and interviews potential volunteers; interacts with local RPCV group. Qualifications: RPCV with acceptance for graduate studies at MU College of agriculture, food, and natural resources; excellent communication skills with ability to work with minimal supervision; 20 hours per week throughout the year. Send letter and résumé to Don Spiers, 114 ASRC, University of Missouri, Columbia, MO 65211; phone: 573.882.6131; e-mail: spiersd@missouri.edu.

PRIVATE SECTOR

TRAINING COORDINATOR • Washington, DC

Position available with Chemonics International Inc. Duties: helps prepare and implement USAID training programs; logistical arrangements for international trainees in accordance with U.S. government regulations; communicates with international project offices, developing and delivering orientations for international visitors; participates in research and new business efforts; develops training materials and delivers training, and accompanies study tour delegations as needed. Qualifications: bachelor's degree; demonstrated interest in international development; strong administrative and communication skills; attention to detail; experience in training and adult learning; French, Arabic, or Russian speaker preferred. Deadline for applications: 9/8/03. Send electronic submissions to e-mail: ajefferson@chemonics.com.

REGIONAL DIRECTOR • Baltimore, MD

Position available with JHPIEGO, an affiliate of Johns Hopkins University. Duties: oversees regional program operations; monitors current programs; marketing; donor relations; fundraising; program and proposal development and budget and human resources management. Qualifications: seven years of experience in large-scale international health program management: design, development, and fundraising; experience in LAC region; fluency in written and oral English and Spanish; M.P.H. or equivalent experience; specialization in international public health management, M.N.H., F.P., population policy; experience with USAID projects, regulations and procedures, and other international donor agencies; strong leadership and management skills required. Send cover letter and résumé with salary requirements to e-mail:

HR@JHPIEGO.NET (Please put REG DIR-LAC in subject line when responding); fax: 410.537.1471; website: www.jhpiego.org.

SCHOOL/COMM COORD. • Washington, DC

Position available with VSA Arts. Duties: coordinates and implements services that foster understanding of cultural and individual diversity and creates inclusive learning environments and programs; assists in the planning, development, and implementation of technical assistance to affiliates; monitors and reports on activities, costs, performance; produces quarterly electronic newsletter; assists other departments with the production of content or materials for inclusion in newsletters or publications; develops and maintains integrity of files and computerized systems; conducts ongoing review of literature and information related to arts, education, and disability; develops bank of resources for affiliate network; facilitates communications between affiliates and home office; coordinates processes that facilitate application, review and evaluation of programmatic, administrative, and financial capacities. Qualifications: bachelor's degree in special education, education, international relations, arts, or related field; two to three years of experience working in special education, education, arts, international relations, or disability in a project coordination position; mature, self-driven, results-oriented with a positive outlook and strong team ethic; international or cross-cultural experience and fluency in Spanish; education or experience in special education, education, arts, or disability; excellent written and verbal communication skills; knowledge or experience in grant writing; adept in MS Office 2000, MS Word, Excel spread sheets, and relational databases, internet, e-mail, and calendar software; compliance with organizational policies and procedures; overnight and extended travel required. Submit a résumé, cover letter, and salary history to VSA Arts HR/Announcements, School and Community Initiatives Coordinator, 1300 Connecticut Ave., NW, Suite 700, Washington, DC 20036; e-mail: hr@vsarts.org. Résumés sent by e-mail must be in text, RTF, PDF, or MS Word format.

CAMPUS KITCHEN SUPER. • Various, US

Positions available with The Campus Kitchens Project, a national initiative of DC Central Kitchen that utilizes kitchen space, donated food, and student volunteers on college campuses to fight hunger in U.S. communities. Up to three Campus Kitchens will be opening at college campuses this fall. Duties: supervise all aspects of a local Campus Kitchen, including volunteer recruitment, meal preparation and delivery, service learning initiatives, and special events. This job requires working non-traditional hours. Qualifications: college graduate; multi-tasking and organizational skills; strong motivation to work with students and against hunger; kitchen experience a plus. Salary range: \$24-28K. Deadline for applications: 9/15/03. Send cover letter and résumé as Word attachments to Jessica Jackson, e-mail: jjackson@campuskitchens.org; phone: 314.725.8475; website: www.campuskitchens.org.

SR. ANALYST, AFRICA • Washington, DC

Position available with Intellibridge.com, providing clients with important information and analysis. Duties: researches and writes daily on relevant events and breaking news with a focus on client-specific implications, as well as longer papers on more strategic topics; works directly with clients, often at senior government levels; builds client relationships. Qualifications: strong political, economic development, or military background who are accustomed to thinking beyond the headlines; M.A./M.S./M.B.A./J.D./Ph.D. or equivalent experience; five or more years of experience in relevant policy analysis and/or journalism; proven Internet research and precision writing skills; ability to respond to daily deadlines; experience in African affairs or international development essential; excellent communication and presentation skills, for contact with clients and top experts in the field. Send your

HOT! OPPORTUNITIES

PEACE CORPS WEEK ASSIST. • Washington, DC

Full-time position available 10/6/03 through 3/31/04 in the Peace Corps Office of Domestic Programs assisting with planning Peace Corps Week (March 1 through March 7). 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: \$15.90/hour (FP-7/01). Send cover letter and résumé to Peace Corps Day Coordinator, Domestic Programs, 2nd Floor, 1111 20th Street NW, Washington, DC 20526; fax: 202.692.1421.

MEDICAL OFFICER • Dakar, Senegal, Africa

Position available with the Peace Corps. Duties: provides clinical guidance and care for the Peace Corps Volunteer health program in the Sahel Africa Region. Qualifications: U.S. board-certified physician (IM, FP, Primary Care); strong clinical skills; experience with health care in developing countries; and program development/quality improvement skills. Deadline for applications: 9/10/03. For full description of position, see vacancy announcement PC3-246 on the Peace Corps website: www.peacecorps.gov/employment.

résumé, cover letter, and salary requirements (listing "SR. AFRICA ANALYST" in the subject field) to Careers, IntelliBridge Corporation, 1101 30th Street, NW, Suite 100B, Washington, DC 20007; fax: 202.298.6276; e-mail: aorleans@intellibridge.com; website: www.intellibridge.com.

PROGRAM MANAGER • Washington, DC

Position available with Global Health and Development Strategies division of Social and Scientific Systems, Inc. Duties: provides project management and technical backstopping support for HIV/AIDS training and capacity development activities. Qualifications: master's degree or five years of relevant experience; knowledge of USAID policies and procedures; knowledge and work experience in international HIV/AIDS; strong organizational and writing skills; strong research and analytical skills; strong skills in budget development and expenditure tracking; French/Spanish highly desirable. Visit the following website www.s-3.com and apply online for vacancy (SSS00000041).

SR. RESEARCH ANALYST • Washington, DC

Position available with AED. Duties: works on special research projects in support of USAID development activities; provides timely and thorough research services to senior USAID officials. Qualifications: broad background in international affairs; a solid work history and experience with program evaluation; master's in international development/economics/relation or related technical or regional field of expertise; minimum of 10-15 years of research and evaluation experience after graduate school, technical assistance, and program evaluation experience in one or several of USAID's program/geographic areas; team leadership/mentorship experience; knowledge of the organization and operation of USAID preferred; experience in developing countries; language skills in French or Spanish preferred; occasional travel possible; US citizenship required. Send résumé, cover letter, and reference pos#KN3185pc: AED/HR, 1825 Connecticut Avenue., NW, Washington, DC, 20009; e-mail: employ@aed.org; fax: 202.884.8413.

RESEARCH SPEC. • U.S. Virgin Islands

Position available at the University of the Virgin Islands, St. Croix campus. Duties: conducts field experiments on vegetable and fruit crops with economic importance in the Virgin Islands; researches alley cropping, micro-irrigation, sustainable agriculture; sets up experiments; analyzes data; writes progress reports and technical publications; assists in writing grant proposals and presenting papers at scientific meetings; Qualifications: M.S. in horticulture or related field; successful research experience in tropical vegetables and fruit crops; special experience in tropical agricultural and small farm systems; knowledge of field plot technique, data analysis, data processing, experimental designs. Salary range: \$31-\$36K; health and retirement benefits. Send cover letter, résumé, transcripts, and three reference letters to UVI-AES, RR2 Box 10,000, Kingshill, St. Croix U.S. V.I. 00850, Attn: James Rakocy.

ADMIN. ASST./D.B. MNGR. • Washington, DC

Position available with MSI in cooperation with Global Development Alliance. Duties: manages alliance database; maintains USAID's public-private alliance database (in Microsoft Access) that will soon be web-based; streamlines and improves alliance database as needed; collects, tracks, and inputs data on alliances as needed based on a variety of sources: press releases, presentations, communication with USAID staff; analyzes alliance characteristics and research partnerships as it relates to corporate social responsibility; supports staff in management of workshops; prepares resource material for participant notebooks; tracks workshop participants; develops PPT/statistical presentations; assists with the tracking, organization, and processing of over 350 concept papers; assists in writing, editing, and formatting congressional notifications.

Qualifications: B.A./B.S. in a relevant field preferred; ability to set priorities and carry projects independently; excellent attention to detail, particularly as it relates to data collection; excellent organization skills; experience in Microsoft Access software required; experience with Microsoft Excel (including graphs and macros); familiarity with Microsoft PowerPoint preferred; good writing/editing skills; good interpersonal skills. Send cover letter and résumé to e-mail: gcritchley@msi-inc.com, Attn: GDA.

DIRECTOR • Washington, DC

Position available with the AFL-CIO Solidarity Center, building unions and human rights for workers. Duties: supervises staff in DC and six field offices in Africa. Qualifications: must be committed to union ideals and workers' rights; very knowledgeable about Africa; bilingual; diplomatic; familiar with U.S. government funding sources (AID, Dept. of State); good manager of staff and finances; willing and able to travel about 15 percent of time. Salary in the \$90K range. Send résumé to Mr. Tom Goodwin, President, Goodwin and Company, 1150 Connecticut Ave., Suite 615, Washington, DC 20036.

PROJECT ASSOC. • Washington, DC

Position available with the SPRY Foundation, a nonprofit organization that works with government agencies, other nonprofits, foundations, and the private sector to develop programs that help people to age successfully. Duties: maintains electronic and paper filing systems, contact lists, mailings, and correspondence; maintains website; drafts monthly project reports; plans meetings/trainings, and materials for project participants; coordinates travel logistics; assists with workshop coordination; supports Internet research on related issues; codes data for evaluations; analyzes research and findings; writes short reports that summarize findings; helps design and execute a community assessment tool; helps strategize community-based project; assists in workshop trainings. Qualifications: bachelor's degree in gerontology, health, education, communications, marketing, or related field; excellent English grammar and writing skills for reports, and letters; competency in computer and technology applications, including command of MS Office such as Word, Excel, PowerPoint, Access, and Outlook; strong interpersonal skills; solid organizational skills and ability to provide quality feedback in a timely manner; self-motivated and team player. Send cover letter and résumé to SPRY Foundation, 10 G Street, NE, Suite 600, Washington, DC 20002, Attn: Lona Choi; e-mail: choil@ncpssm.org; fax: 202.216.0779; web site: www.spry.org.

GRANTS DEV. MNGR. • Atlanta, GA

Position available with Christian Children's Fund, Inc., an international child development organization. Duties: responsible for resource development initiatives that enhance CCF's ability to expand and sustain its child-focused programs within the United States by building capacity in areas of program growth, quality, and innovation through securing support from governmental, intergovernmental, non-governmental, corporate, foundation or individual funding sources. Deadline for applications: 9/12/03. Write to Christian Children's Fund, Human Resources, 2821 Emerywood Parkway, Richmond, VA 23294-3725; fax: 804.756.2732; e-mail: humanresources@ccfusa.org; website: www.christianchildrensfund.org.

***COMMUNITY ORGANIZERS • Nationwide**

Positions available with PICO, a national network of congregation/community-based organizations. Duties: train people to become leaders in democratic tradition; help organizations develop power to forge policy and develop resources to help their communities; tap values and strengths of faith-driven people. Issues include housing, health care access, education, safety. Qualifications: desire to make a difference; organizing experience; bachelor's degree; Spanish desirable. Send résumés to Jim Keddy, PICO California Project, 930

Alhambra Blvd., Suite 200, Sacramento, CA 95816; phone: 916.447.7959; fax: 916.447.7955; e-mail: PICOcalifornia@aol.com.

DEV. ASSOCIATE • Arlington, VA

Position available with Animal Welfare League of Arlington, a progressive, nonprofit humane society. Duties: annual fund planning and program execution to meet revenue and performance targets; launches direct mail campaigns and associated events; researches individual, corporate, and foundation prospects; drafts corporate solicitations and foundation grant requests. Qualifications: two to four years of experience in development practices and procedures; skill in written communication. Possible full or part-time. Deadline for applications: 4/15/03. E-mail résumé, cover letter, and salary requirements to mail@awla.org with "development associate" in subject line.

PROGRAM ASSOCIATE • Washington, DC

Position available with the International Research and Exchanges Board (IREX), a premier U.S., nonprofit organization specializing in higher education, independent media, Internet development, and civil society programs in the United States, Europe, Eurasia, the Near East, and Asia. Duties: responds to program applicant and fellow inquiries; negotiates placement of fellows at U.S. host institutions and universities; processes and tracks financial transactions; maintains office database and files; drafts correspondence, reports, and proposals; assists with conferences, orientations, and training programs. Qualifications: B.A. in international studies or related field; interest in the Eurasia region and knowledge of Russian or regional language; strong computer (MS Word, Excel, PowerPoint) and writing skills; excellent interpersonal, organizational, and communication skills. Submit cover letter and résumé to AER/PA/JB/32-03; fax: 202.628.8189; e-mail: resumes@irex.org.

FACULTY ADVISOR/OPER. • Washington, DC

Positions available with the National Youth Leadership Forum, a nonprofit educational organization. Duties: work on a series of youth conferences on law and defense careers in October and November. Qualifications: college degree; interest/experience working with young people; ability to work nontraditional hours. Deadline: 9/5/03. Apply at website: www.nylf.org/jobs.html.

DESIGNER/TRAINER • Washington, DC

Position available with United Food and Commercial Workers International Union. Duties: designs and conducts a variety of labor education and training programs; coordination and staff support for UFCW conferences and training programs; assists in the administration of the scholarship program. Qualifications: B.S./B.A. plus five years of union, university labor education or HR development training; expertise in curriculum and materials development. Deadline for applications: 9/21/03. Send résumé, cover letter, and writing samples (teaching outlines, handout materials, or other samples that demonstrate ability to plan/design instructional materials) to Bette Mercer, Director, Human Resources Office, UFCW International Union, 1775 K Street, NW, Washington, DC 20006; fax: 202.466.1501.

RECRUITMENT SPEC. • Baltimore, MD

Position available with Catholic Relief Services, the overseas relief, development, and social justice agency of the Catholic community of the United States. Duties: placing staff in emergency locations. To learn more about this position, visit the website at www.catholicrelief.org. For quickest consideration, please apply directly online in the JOBS section. In your cover letter, refer to requisition number D 03 052 and source code PEACE. Please include salary requirements in your cover letter.

BIOLOGIST • AK and HI

Positions available with Saltwater, Inc. Duties: observe and sample catches onboard commercial fishing boats off Alaska and Hawaii; collect representative samples of the catch; sorting, recording, and measuring different species. Qualifications: B.S. in biology or natural sciences; a college level statistics course and a flexible attitude. Strenuous working conditions. Opportunities year around. Training provided. Excellent stair-step salaries and room and board provided while on contract. Send résumé and transcripts to Saltwater Recruiting, 132 Theo Dr., Talent, OR 97540; fax: 541.535.5651; phone: 541.535.5308; e-mail: mary@saltwaterinc.com; website: www.saltwaterinc.com

WILDERNESS COUNSELOR • Cummington, MA

Position available with Academy at Swift River, a therapeutic boarding school. Duties: works with teens in difficulty; ensures safety of students; group and individual counseling, milieu management. Qualifications: B.A. required, preferably in counseling, psychology, outdoor education, wilderness therapy; related experience required; WFR certification a plus. Deadline for applications: 9/03. Submit

résumé and cover letter to Lisa Delisle, HR Department, Academy at Swift River, 151 South Street, Cummington, MA 01026; e-mail: ldelisle@swiftriver.com; fax: 413.634.5515.

TEACHERS • Arlington, VA

Position available with the Arlington Education and Employment Program (REEP). Duties: provides ESL classes to adult immigrants and refugees. Teaching vacancies are anticipated for the 10/6/03-12/18/03 cycle. Classes meet Monday and Wednesday nights from 6:30 p.m.-8:30 p.m. and Tuesday and Thursday nights from 7 p.m.-9 p.m. Qualifications: B.A./B.S. in related field; ESL teaching experience. Send résumé to Cheryl Fuentes, e-mail: cfuentes@arlington.k12.va.us; fax: 703.527.6966.

ADOPTIONS COORDINATOR • Arlington, VA

Position available with Animal Welfare League of Arlington. Duties: supervises day-to-day operations of the adoptions program; manages adoptions and home-visit staff; behavior evaluation; help-line programs; accountable for the adoptability of animals on view to the

public, and determining when they are not adoptable. Qualifications: skill in one or more of the following areas: conflict resolution, counseling, education, or social work; must have project or team management experience; skill in handling animals and assessing animal behavior; must have college degree; Spanish language skills desirable. Deadline for applications: 9/26/03. Send résumé, cover letter, and salary requirements to Animal Welfare League of Arlington, Attn: LL, 2650 S. Arlington Mill Drive, Arlington, VA 22206; e-mail: lsmith@awla.org.

ASST. PROJECT MANAGER • Sacramento, CA

Position available with Population Services International, a social marketing nonprofit. Duties: oversees the production of educational/promotional materials; works with reproductive health care providers to improve the quality of services; implements mass media and promotional campaigns; oversees the training and support of consultants; cultivates relationships with local stakeholders and partners; organizes and maintains local coalitions; writes grant proposals and reports to donors. Qualifications: B.A.; three years of experience in health promotion, health education, or related field; project management experience; knowledge of/experience with reproductive health, and quantitative/qualitative research; proven ability to work independently; training experience; cross cultural competency; excellent communication and organizational skills; computer literacy; availability for minimal travel; and Spanish language competency. Send résumé and cover letter to PSI, 3000 D Street, Upper Unit, Sacramento, CA 95816; fax: 916.444.1255; e-mail: psiac@pacbell.net.

ADMINISTRATIVE ASSOCIATE • Washington, DC

Position available with the American Institutes for Research, a nonprofit social science research organization. Duties: work on projects and proposals for the USAID; creates and updates budgets; maintains financial records; prepares monthly, quarterly, and annual reports and pipelines; provides support to project staff abroad; serves as liaison with staff, other firms, and corporate business office. Occasional travel may be required. This position is an opportunity to gain management experience and gain exposure to technical work with USAID. Qualifications: self-starter with excellent communication, organizational, and written skills; attention to detail; ability to deal with confidential information; experience with budgets; proficiency in Microsoft Excel; a stable work history and a related degree or equivalent skills and experience; knowledge of USAID regulations, including budget/cost requirements, foreign language skills, and/or an interest in international development and/or education preferred. Send résumé with cover letter and salary requirements to Human Resources—Admin-IP American Institutes for Research, International Program, 1000 Thomas Jefferson Street, NW, Washington, DC 20007; e-mail: Resumes@air.org; fax: 202.944.5454; website: www.air.org.

NURSE CASE MANAGER • Washington, DC

Position available with L'Arche, an international faith community that creates homes for adults with and without disabilities. Duties: supervises staff in delegated nursing functions; oversees and advocates for quality medical care; conducts training. Qualifications: must be licensed in DC; one year nursing experience in community health and/or care of DD adults desired. Send résumé and cover letter to L'Arche, P.O. Box 21471 Washington, DC 20009, Attn: Don Kelly; website: www.larchewashingtondc.org.

YOUTH WORKER • East Boston, MA

Position available with East Boston Ecumenical Community Council, an innovative, 25-year-old multi-service agency. Duties: works with recently-arrived Latino high school students to promote their educational achievement; staffs youth-led organizing project on higher education access for undocumented high school students;

PEACE CORPS FELLOWS/USA



JOHNS HOPKINS UNIVERSITY • Baltimore, MD

The School of Nursing offers a program of study for those students who possess an undergraduate or graduate degree in a discipline besides nursing. RPCVs can study through a two-year traditional program or a 13-month accelerated program, leading to a B.S. degree with a major in nursing. A community outreach program, birth companion program, and a direct entry to combined B.S. to M.S.N. program are available. Majors include, but are not limited to nurse practitioner, clinical specialist, community health nursing, and joint M.S.N./M.P.H. Contact Johns Hopkins University School of Nursing, Office of Admissions and Student Services, 525 North Wolfe St., Baltimore, MD 21205; phone: 410.955.7548; e-mail: jhuson@son.jhmi.edu; website: www.son.jhmi.edu .

ILLINOIS STATE UNIVERSITY • Normal, IL

The Peace Corps Fellows Program in Applied Community and Economic Development at Illinois State University is considering 1/04 and 8/04 admissions. RPCVs earn master's degrees in economics, politics, and government, or sociology by completing one year of full-time class work and a second year of hands-on consulting work with urban and rural communities and agencies across the nation. Fellows awarded assistantships receive tuition waivers and earn stipends in their first year. All Fellows earn a modest income during their second-year internship. Fellows have worked on regional economic development, welfare-to-work programs, grant writing, surveys, planning, tourism promotion, business retention and expansion, as well as projects involving health/wellness, women and social change, cultural awareness, and community college outreach. For more information, visit www.StevensonCenter.org; or write to Peace Corps Fellows Program, Campus Box 4200, Illinois State University, Normal, IL 61790-4200; phone: 309.438.7090; e-mail StevensonCenter@ilstu.edu.

WESTERN ILLINOIS UNIVERSITY • Macomb, IL

Western Illinois University is seeking RPCVs for enrollment in its award winning Fellows/USA Program in community development leading to a master's degree in geography (rural and regional planning), political science (public administration), economics, community health, recreation, park, and tourism administration, or business administration (MBA). After completing all campus coursework, Fellows spend 11 months assigned to a rural community working full-time on a variety of community development projects. The program offers outstanding financial benefits, a supportive team approach, and excellent job placement upon graduation. Please contact Carolyn Lawrence, Peace Corps Fellows Program, 503 Currens Hall, Western Illinois University, One University Circle, Macomb, IL 61455; phone: 800.526.9943 or 309.298.2268; fax: 309.298.3216; e-mail: CA-Lawrence@wiu.edu; website: www.peacecorpsfellows-wiu.org.

GEORGE MASON UNIVERSITY • Fairfax, VA

GMU's School of Education offers both an elementary licensure program and an ESOL program. Both have optional master's in education. Start fall, spring semester, or summer (ESOL only); after taking some of the courses, fellows are placed in schools in the Washington, D.C., metro area. Includes a \$500 stipend. Fellows also have the option of teaching internationally. Fellows may be completing coursework while working in the schools. Tuition is charged at the in-state rate (currently \$673.50 per course). Students who are out-of-state must pay an additional \$25 per credit hour. Contact Jack Levy or Lynn Walker Levy, phone: 703.993.3689 or 703.993.3602; e-mail: jlevy@gmu.edu or lwalker3@gmu.edu.

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 underserved U.S. communities. Find out more at www.peacecorps.gov/fellows, call 800.424.8580, ext. 1440, or write to fellows@peacecorps.gov.

teaches Spanish-language basic skills computer classes; helps with homework; plans and leads enrichment/recreational programming; maintains client and program records. Salary: \$26k-\$30k plus benefits. Qualifications: bachelor's degree preferred; two years of experience with teens; strong outreach skills to girls required; verbal/written Spanish fluency; in-person interviews required; experience with youth leadership development and/or community organizing desirable; experience teaching basic computer skills helpful. Deadline for applications: 10/01/03. Send résumé with cover letter to EBEC, P.O. Box 450, 50 Meridian Street, Suite B-1, East Boston, MA 02128; e-mail: ebcc.development@verizon.net.

PROPOSAL COORD. • Washington, DC

Position available with MSI. Duties: proposal editing and writing of some sections; coordinates overall proposal development and submission follow up; recruiting; negotiates teaming agreements; liaises/builds relationships with prospective partner organizations; creates marketing materials. Qualifications: excellent writing skills; strong organizational skills; ability to manage multiple tasks at the same time and ensure deadlines are met; proposal writing experience; able to take initiative, work with little supervision; MS Word, Excel, Outlook, PowerPoint; international work, travel and/or study; USAID experience preferred; French or Spanish language preferred; recruiting experience preferred; marketing/fundraising experience preferred. Send cover letter and résumé to e-mail: gritchley@msi-inc.com.

EXECUTIVE ASSISTANT • Alexandria, VA

Position available with Global Impact. Duties: serves as first point of contact to charities, donors, and federal government executives. Qualifications: strong Microsoft office skills; typing; excellent grammar and proofreading skills; pleasant phone voice/manners; organizing and prioritizing skills; exceptional customer service. Send résumé and salary requirements along with a half-page write up on your most significant accomplishments with complex projects. E-mail: gerat@charity.org; fax 703.548.7684.

DONOR RELATIONS SPEC. • Atlanta, GA

Position available with CARE. Duties: responds to requests for information regarding policies and implementation of relief and development projects from donors and the general public; provides personal attention to donors and prospects; raises private funds for CARE; develops and implements a community outreach strategy for schools and civic organizations; increases private financial support and coordinates CARE's volunteer programs; encourages greater donor involvement with the organization; acts as an interpreter or analyst of donor response to policies and work; contributes to the development of an effective fundraising campaign; writes all materials for distribution to the public; promotes and maintains the corporate matching gift program. Qualifications: bachelor's degree in a relevant discipline; two years of experience in fundraising, public information, and/or public outreach. Deadline for applications: 9/4/03. To apply for this position, go to the CARE website: www.care.org-careers.

***H2O ORGANIZER • Montrose/Grand Junction, CO**

Position available with Western Colorado Congress. Duties: works with members to protect the Western Slope's water quality and quantity. Qualifications: experience in water protection issues and grassroots organizing or nonprofits; strong communication skills; ability to work with diverse people, travel, and attend evening/weekend meetings. Salary: \$20-\$30K based on experience. Deadline: 9/5/03. Send cover letter, résumé, short writing sample, and three references to Matt Sura, Western Colorado Congress, P.O. Box 1931, Grand Junction, CO 81502; phone 970.256.7650; e-mail: sura@wccongress.org.

FARM MANAGER • Rutland, VT

"Working as Peace Corps Short-Term Trainers and Consultants," continued from front page

fellow Volunteers who assisted with pre-service training, or you may still be in contact with your training coordinator. Take some time to get more information from them to determine how your strengths can help meet the needs of overseas posts.

Don't wait until the last minute when you are in need of work. Plan ahead and be patient. In general, the STAU begins communication with an overseas post about four to six months prior to the scheduled training or consulting activity. Many details are involved, and it can be a long process before a contract is signed. Remember the process for becoming a Peace Corps Volunteer? Well, this process is not that long, but patience is helpful.

Don't be discouraged. Keep your files updated and stay in contact with STAU. Sometimes, other departments at the Peace Corps contact STAU when they are in need of a contractor for various training, workshop, desktop publishing, and other short-term assignments.

Good Candidate Traits

"Some people think training is like a certain quote from Shakespeare," says RPCV Janeen Dorsch (Macedonia 1996-99), "'a tale told by an idiot, full of sound and fury, signifying nothing.' Those folks don't usually do so well. Training is a give-and-take affair—trainees give of themselves to each other and the host nationals, and they learn to identify and take what they need from the resources provided them. As trainers, we simply facilitate these actions."

The most important advice: Candidates should be flexible with schedules and assignments. Sometimes, you may have six months to prepare for a contract. Other times, you may be offered an assignment at the very last minute. Also, you should not expect any specific position or location.

Specialization in one or more of the following areas is beneficial: community-based training, community outreach, agriculture, education, women in development, gender and development, diversity, forestry, health, HIV/AIDS, computer information technology, TEFL, math, cross-cultural relations, language testing, small business development, and youth development. Region- and country-specific experience and multiple language skills are also highly desirable.

Among the most marketable skills are strong management and organizational skills; experience in designing, facilitating, and implementing experiential training; group facilitation and stand-up training; overseas experience; counseling experience; and ability to provide guidance and staff training in appropriate training techniques, methodology, design, evaluation, and participant assessment.

Rewards and Benefits

"Working as a short-term contractor gives one an opportunity to continue the same commitment to a country, people, or ideal that one made as a PCV," says RPCV Gregory Shaughnessy (Czechoslovakia 1991-93 and Slovakia 1994-96). "You become part of that all-important first impression that each new training group receives during PST and that will, most likely, guide them throughout their service as Volunteers. A belief in the goals of the Peace Corps and the benefits of service, combined with firsthand Volunteer experience, makes RPCVs ideal candidates for such positions."

Contractors work overseas and are compensated on a daily rate based on their professional salary history, relevant past work experience, and the compensation range established for the position. Additionally, travel expenses, per diem, insurance, and immunizations are provided.

Short-term training experience in the Peace Corps is a tremendous asset when searching for a job. A three-month training contract will not only enhance your skills and look good on your résumé but also could lead to other opportunities. One example is RPCV Terry Armstrong (Jamaica and Seychelles), a Peace Corps programming and training officer for Romania whose experience in short-term contracting launched him onto a new career path.

"I volunteered for the Peace Corps with the intention of returning to my job in the United States after two years," says Armstrong. "Instead, I served for a third year in a second country and then returned to my first country on a contract to coordinate technical training during a PST. That led to a series of short-term PST contracts and then to a longer contract to support programming and training in two posts. And all of that led to a direct-hire position with the Peace Corps. None of this was by design but [the result of] a variety of opportunities that I couldn't resist. My first contract pointed me in a direction that has been tremendously challenging and rewarding."

What's Ahead in FY 2004?

Refer to the STAU website for a list of current positions: www.peacecorps.gov/employment/overseas/contract/index.cfm.

If you are interested in conducting language training, the STAU is always looking for language testers who are certified by the American Council on the Teaching of Foreign Languages. For more information on ACTFL certification, refer to the national organization's website at www.actfl.org.

How to Apply

Send an e-mail to the Short-Term Assistance Unit at stau@peacecorps.gov, including your name and "Hotline" in the subject line. Attach your résumé and a cover letter in Microsoft Word or an IBM-compatible format (for a specific position or a general cover letter for your area of expertise).

Position available with Spring Lake Ranch, a small diversified farm that forms the nucleus of a working therapeutic community for mentally ill adults. A minimum three-year commitment required. Start date negotiable, but prefer December 2003. Benefits include salary, housing suitable for either a single person or a family, health insurance, vacation and sick leave, and pension contribution after first year. Contact Lynn McDermott, Spring Lake Ranch, Cuttingsville, VT 05738; phone: 802.492.3322; e-mail: lynn@springlakeranch.org.

INTERNATIONAL

REGIONAL COORD. • Harare, Zimbabwe

Position available with American Friends Service Committee. Duties: responsible for the planning, development, and direction of work throughout Africa; supervises and supports staff in Mozambique and Somalia; coordinates budgets and funding proposals; reviews and edits field program progress and reports; and participates in overall Africa Region strategic planning. Qualifications: knowledge of the social, economic, political, and development issues in Africa; work experience in Africa or similar international program context; B.A. or equivalent and a minimum of four years of senior-level practical experience; fluency in English, French, Portuguese, Kiswahili, or other African languages. Senior position for an individual or a couple with a well-established relationship. Deadline for applications: 9/8/03. Contact Rick Boardman. Send a letter of interest and résumé to AFSC, HR, 1501 Cherry Street, Philadelphia, PA, 19102-1479; e-mail: RBoardman@afsc.org.

TEACHING/LEADERSHIP • Thailand

Positions available with GlobalQuest, a nonprofit educational organization which offers international semester programs to high-school seniors and recent graduates in Thailand. Duties: build and lead a small community of learners in Thailand. Qualifications: teaching and community building experience at the high school level; knowledge and appreciation of Thai culture, history, and current events; able to speak Thai confidently. Salary \$9K-\$16K per semester, year-round opportunities. Send résumé to Sheila Sullivan, 60 Warwick Street, Portland, ME 04102; e-mail: sheila@gwi.net; website: www.gquest.org.

*DEMOC. SUPPORT • Europe, Balkans, Central Asia

Positions available with PAE Government Services, Inc., for long- and short-term overseas assignments in support of European, Balkan, and Central Asian democratization projects for the Organization for Security and Cooperation in Europe. Positions involve many disciplines, including rule of law, border monitoring, election monitoring, media development, democratization, human rights, economic and environmental affairs, and political institution building. Qualifications: U.S. citizenship; international expertise in the above disciplines preferred; area language ability may be required. Apply online at www.pae-react.com. For general employment information, contact Leslie Smith in the Recruiting Office at phone: 703.248.1674 or 800.405.7593.

PROGRAM DIRECTOR • Hopkins, Belize

Positions available with the ProWorld Service Corps, and international development company working in Peru and Belize. Duties: plan and manage all aspects of volunteer programs and development projects; supervise staff of three to six; liaise with local government officials, community members, and volunteers; monitor volunteer placements, project execution, and monthly budgets. Qualifications: B.S./B.A. and three years of overseas experience preferably in Latin America; cross cultural fluency; leadership skills. Benefits: room and board and all living expenses paid; in-country health insurance; salary range \$3K-\$5K/year; international flights paid. Deadline

for applications: 10/1/03. Send cover letter and résumé to ProWorld, Attn: Richard Webb; phone: 212.529.5998; e-mail: info@probelize.org.

*POPULATION FELLOWS • Worldwide

The Population Fellows Programs offer two-year professional fellowships to individuals with a recent graduate degree and experience in population/reproductive health or population-environment. Population Fellows are placed with organizations working to improve family planning and reproductive 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 reproductive health needs of the communities living within them. Fellows receive a professional-level stipend and benefits. Please 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: michiganfellows@umich.edu; website: www.sph.umich.edu/pfps.

*ESL TEACHERS • Dalian, Xi'an, Jinan

Positions available with American Educational Services, an American managed organization of schools, not a recruiting agency, managing its own schools in China since 1996. Current AES schools are in Dalian, Jinzhou, Jinan, ChangChun, Shenyang, DanDong, and Xi'An. Accepting applications from any native English speaking teacher for positions starting in September 2003. Stipend available for up to 25 hours per week; \$1K-\$1,250 travel bonus (depending on qualifications); overtime bonus; free Internet access; apartment with private bedroom; utility allowance; television, microwave, water dispenser; two days off each week. Qualifications: native speakers of English at least 21 years old; bachelor's degree or higher; teaching experience or training period at the school. Send résumé, as text and not an attachment, to Linda, e-mail: aesdaian@online.ln.cn; on the subject line, please state whether you are applying for a summer intensive or are interested in receiving information on a one-year contract.

COUNTRY DIRECTOR • St. Petersburg, Russia

Position available with Doctors of the World USA, an international health and human rights organization. Duties: oversees projects, including programs for street children and foster care; develops new initiatives in HIV and TB; develops local NGO; staff oversight; donor relations, fundraising; administration. Qualifications: M.P.H. or equivalent; fluent English and Russian and prior overseas program management experience. Send CV with cover letter to Doctors of the World-USA, Attn: Russia Search, 375 West Broadway, New York, NY 10012; e-mail: humanresources@dowusa.org, with subject "Country Director Search;" fax: 212.226.7026.

MEDIA TRAINERS • Nigeria/Central Asia

Position available with Freedom House, a nonprofit, nonpartisan organization that promotes liberty and democracy throughout the world and seeks an engaged U.S. foreign policy; evaluates human rights conditions; sponsors public education campaigns; facilitates training and other assistance to promote democracy and free market reforms; and provides support for the rule of law, free media, and effective local governance. Qualifications: experience training print and/or broadcast journalists or media managers on: producing balanced stories, strengthening investigative journalism skills, or basics of media management; experience working in U.S. media organizations or teaching journalism/media management in the United States required; prior overseas work or training experience, particularly in Sub-Saharan Africa or Central Asia, highly desired; Russian or Uzbek language skills helpful but not required. One- to two-week assignments. Deadline for applications: 9/12/03. Submit résumé and cover letter to Freedom House, 1319 18th Street, NW, Washington, DC 20036; e-mail:

whatley@freedomhouse.org; fax: 202.296.3980.

EDUCATION

ANTIOCH UNIVERSITY • Seattle, WA

AUS offers a Master of Arts degree in Environment and Community for anyone working, or wanting to work in environmental or community development fields with organizations, businesses, or public agencies. The program provides a unique focus on the relationships between the natural environment and human communities by emphasizing social science perspectives and natural science literacy. Regional, national, and international students pursue place-based studies and routinely meet in Seattle for course intensives over two years. Contact admissions at admissions@antiochsea.edu or jjioichi@antiochsea.edu; website: www.antiochsea.edu/ec.

UNIV. OF SO. CALIFORNIA • Sacramento, CA

Earn a master's degree at the School of Policy, Planning, and Development while working full time. Our management degrees—master of health administration and master of public administration—are offered in the intensive semester format, in which classes meet once a month for four-day sessions, Thursday through Sunday. These programs teach real-world information and skills, requiring students to apply new knowledge directly to their work and use their on-the-job experience to enhance concept development. Paid internship and residency placement assistance is available. Admission and enrollment are ongoing throughout the year. Inquire about special tuition discount for RPCVs. Phone: 916.442.6911; e-mail: sacto@usc.edu; website: www.usc.edu/sacto.

UNIVERSITY OF THE PACIFIC • Stockton, CA

The School of International Studies, in conjunction with The Intercultural Communication Institute of Portland, Oregon, offers a Master of Arts in Intercultural Relations (MAIR). This limited-residency program is designed for working professionals to obtain an advanced degree while maintaining employment or other commitments. The program takes two-and-one-half to three years to complete. Students complete the core courses in 18 months through attendance in three two-week residencies held in the Portland area. Assignments for the core courses are completed at home. RPCVs receive special consideration for admission. Phone: 209.946.2836; e-mail: kjaggears@uop.edu; website: www3.uop.edu/sis/mair/ma.htm.

MONTEREY INSTITUTE • Monterey, CA

Scholarships ranging up to \$10K are available at the Monterey Institute of International Studies for qualified RPCVs interested in the following internationally-focused graduate programs: M.B.A., international and environmental policy studies, public administration, translation and interpretation, TESOL and teaching foreign languages. The Institute prepares students for international careers in the private, public, and nonprofit sectors. Half of the students come from over 50 countries. Most Americans have lived, worked, or studied abroad. The Monterey Institute also offers the Peace Corps Master's International program in M.B.A. and TESOL. For information, contact by phone: 831.647.4123 or 800.824.7235; e-mail: admit@miis.edu; website: www.miis.edu.

INTERN/VOLUNTEER

MEDIA INTERN • Washington, DC

Position available with Citizens Development Corps. Duties: responsible for communications with news media and press outlets throughout the countries; drafts and sends out press releases; contacts press newspapers and magazines; composes and publicizes volunteer success stories; tracks all published materials; supports the

marketing department in creating/developing marketing materials; assists with entering résumés and other data into database; performs other tasks as needed. Qualifications: B.A./B.S. or currently enrolled in college or university; academic background in international relations, international development, or related discipline; able to work effectively and efficiently with MS Word, Excel, Outlook; outstanding written and oral communication skills; able to work as part of a team in a fluid working environment; foreign language skills are a plus. Business Development Intern position also available. Send a cover letter and résumé to Citizens Development Corps, 1726 M Street, NW, Suite 1100, Washington, DC 20036; e-mail: scassidy@cdc.org.

AMERICORPS/VISTA

YOUTH DEV. FACILITATOR • Flagstaff, AZ

Position available with the University of Arizona: Coconino Coop Extension. This AmeriCorp 900-hour volunteer position provides training and support for community development processes in grassroots communities. The volunteer will receive training in

innovative community youth development processes and has the opportunity to train and travel locally and nationally as part of an educational team. Current community projects include a grandchildren's mentoring program and healthy dating for teens. Benefits include a living stipend, educational award (may be applied to undergraduate, graduate or student loan) and the opportunity to live in a campus community. Qualifications: facilitation; ability to work with youth and disenfranchised communities; community development skills. Deadline: 9/2/03. Contact Beth Tucker, e-mail: tucker@ag.arizona.edu; phone: 928.774.1868, ext. 12, ask for AmeriCorp CYD position description and application.

PROJECTS/ADMIN. OFFICER • Nenana, AK

Position available with Tribal Civilian Community Corps (TCCC), a residential AmeriCorp program of the Tanana Chiefs Conference. TCCC is a residential AmeriCorp program for Alaska Native youth. Duties: oversees the recruitment and scheduling of service projects for the TCCC teams; responsible for day-to-day fiscal and budget monitoring; ensures the smooth running of the office environment, including supervising clerical personnel. Qualifications: B.A./B.S. in business, accounting,

administration, or a related field; self-motivated; able to work independently with minimal supervision; proven desire and experience working with youth is a plus; experience with community outreach and project management is preferred; excellent computer, verbal, and written skills required; willingness to live and work in rural Alaska (on the road system) is a requirement. Call Tanana Chiefs Conference Human Resources for a complete application at 907.452.8251.

VOLUNTEER • Tallahassee, FL

Position available with Florida CHESP. Duties: builds capacity for youth leadership and service learning throughout the state; builds partnerships between community, higher education, and school organizations; helps grow youth leadership efforts; develops marketing/PR for the program; writes grants/diversify funding to expand current efforts. Qualifications: excellent writing ability; public speaking; training; community service/development and/or youth leadership experience; knowledge of Microsoft Office; willingness to travel. Deadline for applications: 9/10/03. phone: 850.922.2924; fax: 850.922.2928; e-mail: Spolk@admin.fsu.edu.

Crisis Corps Recruiting Short-Term Volunteers



Federated States of Micronesia Typhoon Relief and Recovery

Additional Community Development, Forestry, and Water and Sanitation Volunteers to work with the Council of Mayors and the Office of the Governor of Chuuk to provide training to community members and to implement projects in areas, including development of local leadership, reforestation, soil stabilization methods, and in the design, construction, and maintenance of potable water and latrine sanitation systems appropriate for sandy soil conditions (strong technical skills in these areas and experience living and working on a small island, good swimmer, independent and mature RPCV required). Four-month assignment beginning 9/9/03.

Malawi

HIV/AIDS Initiative: 1.) One six-month project management technical advisor position to provide training on planning, monitoring, and evaluation. Required: East Africa RPCV with experience in monitoring, evaluation, program planning and project design. The position description is not yet finalized, but all RPCVs with relevant experience are encouraged to submit their applications. 2.) One six-month nutrition trainer of trainers position. Required: project design and teaching skills and nutrition background with knowledge of nutrition for young children. The position description is not yet finalized, but all RPCVs with relevant experience are encouraged to submit their applications. Both assignments begin late August/early September.

Tanzania

HIV/AIDS Initiative: One six-month radio instruction assignment to help write master plans, assist with scriptwriting for the programs, incorporate interactive teaching methods, and assist with program evaluation. Required: Africa RPCV with Kiswahili language skills and experience in the following areas: education and youth development, Life Skills, and program evaluation. Begins late August/early September.

Zambia

A Zambian NGO is requesting four volunteers for six-month assignments beginning at the end of September 2003. These are very remote sites with no electricity or running water and must be accessed by boat. The assignments are in the three following areas: business development specialist, health extension trainer, water management/harvesting, and an HIV/AIDS trainer. Africa RPCV, desire to work in a team environment, willingness to spend time in the field, and ability to live and work in remote (and beautiful) location required. Zambia RPCV and Tonga language skills desired.

Upcoming Assignments

Crisis Corps anticipates additional HIV/AIDS and program development assignments throughout Africa over the next several weeks. All RPCVs with appropriate skills are encouraged to apply.

Current Crisis Corps Countries

Volunteers are presently serving in the Federated States of Micronesia, Guinea, Kenya, Malawi, Namibia, and Tanzania.

Because of mail delivery difficulties, Crisis Corps requests that applications and résumés be faxed to 202.692.2251 or e-mailed to crisiscorps@peacecorps.gov. An application and additional position information can be downloaded from the Crisis Corps website at www.peacecorps.gov/rpcv/crisiscorps; or call 800.424.8580, ext. 2250.

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

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

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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 Street, NW, Washington, DC 20526. Changes cannot be made without this form or over the phone. Please allow four to six weeks for any changes to take effect.

Going for the Course and the Corps:

Combining Graduate Study and Peace Corps Service

Thinking about graduate school or how to build upon your Peace Corps experience?

Peace Corps Fellows/USA, Master's International, and the Rosslyn Regional Office invite you to a panel discussion about graduate school opportunities for returned and prospective Peace Corps Volunteers.

Hear from Fellows/USA and Master's International participants and program coordinators from local universities.

Fellows/USA offers lifetime eligibility for graduate fellowships to most RPCVs. Programs combine course work and practical internships in underserved U.S. communities in a wide range of subjects.

Wednesday, September 10, 2003, from 6 p.m. to 8:30 p.m., Paul D. Coverdell Peace Corps Headquarters, 1111 20th Street, NW, Washington, DC, Shriver Hall A & B

Please call 202.692.1058 to RSVP by September 8th.

September Career Fair

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

When and Where:

September 17, 2003

5 p.m. to 8 p.m.

Paul D. Coverdell Peace Corps
Headquarters
1111 20th Street, NW
Shriver Conference Rooms A, B
Washington, DC 20526

For more information, please contact
Elvira May, Returned Volunteer Services,
at 202.692.1445.

Seeking Suggestions

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