

H TLINE

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

HOT Resources

Check out these resources for information about careers as interpreters and translators:

American Translators Association
225 Reinekers Lane, Suite 590
Alexandria, VA 22314
Phone: 703.683.6100
www.atanet.org

Translators and Interpreters Guild
8611 Second Avenue, Suite 203
Silver Spring, MD 20910
Phone: 800.992.0367 or 301.563.6450
www.ttig.org

U.S. Department of State
Office of Language Services
Room 2212
Washington, DC 20520-2204
Phone: 202.647.3492

American Literary Translators Association
PO Box 830688
Richardson, TX 75083-0688
Phone: 972.883.2093
www.literarytranslators.org

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

Interpreters and Translators: Specialty Areas

by Elka Jones

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The services of interpreters and translators are needed in a number of subject areas. While they may not completely specialize in a particular field or industry, many interpreters and translators focus on one area of expertise. Some of the most common areas are described below; however, people in these occupations also may work in a variety of other areas, including finance, insurance, social services, or entertainment.

Conference interpreters. As the name suggests, these interpreters work at conferences that include non-English-speaking attendees. This work includes international business and diplomacy, although conference interpreters also may interpret for any organization that works with foreign-language speakers. Employers prefer high-level interpreters who have at least two language combinations—for example, the ability to translate from English to French and English to Spanish. For some positions, such as those with the United Nations, this qualification is mandatory.

Much of interpreting performed at conferences is simultaneous; however, at some meetings with a small

number of attendees, consecutive interpreting also may be used. Usually, interpreters sit in soundproof booths, listening to the speakers through headphones and interpreting into a microphone what is said. The interpreted speech is then relayed to the listeners through headsets.

When interpreting is needed for only one or two people, the *chuchotage*, or whispering, method may be used. The interpreter sits behind or next to the attendee and whispers a translation of the proceedings.

Conference interpreters generally start with lower profile assignments and work their way to higher profile ones. At each level, it is important that interpreters be knowledgeable about the conference's subject matter. Many international organizations choose to hire people locally to reduce costs. For this reason, the location from which a conference interpreter works may be an important factor in employment prospects.

In addition to work contracted from service-providing agencies, other employers of this specialty include the U.S. Department of State, the World Bank, the International Monetary Fund, and the Organization of American States. Employment options outside of government and finance include non-governmental organizations, grassroots organizations, and labor unions.

Guide or escort interpreters. Guide or escort interpreters accompany either U.S. visitors abroad or for-

eign visitors in the United States to ensure that they are able to communicate during their stay. These specialists interpret in a variety of subjects, both on an informal basis and on a professional level. Most of their interpretation is consecutive, and work is generally shared by two interpreters when the assignment requires more than an eight-hour day. Frequent travel, often for days or weeks at a time, is common, a factor that some find particularly appealing.

Judiciary interpreters and translators. The job of judiciary interpreters and translators is to help people appearing in court who are unable or unwilling to communicate in English. Court interpreters work in a variety of legal settings, such as attorney-client meetings, preliminary hearings, depositions, trials, and arraignments. Legal translators must have thorough familiarity with the language and functions of the U.S. judicial system.

This type of work can be challenging because of the emotional or graphic nature of some cases. Court interpreters face the difficult tasks of remaining detached from the contents and not altering or modifying the meaning or tone of what is said. Success as a court interpreter requires an understanding of both legal terminology and colloquial language. In addition to interpreting what is said, court interpreters also may be required to translate written documents and read them aloud.

PUBLIC SECTOR

RESOURCE SPECIALIST · Viroqua, WI

Position available with the USDA's Wisconsin Rural Development. Duties: provides community development and technical assistance for local communities, individuals, and groups; processes facilitation; community development finance; small business development; sustainable planning and development; creation of cooperatives; and leadership development. Qualifications: ability to work independently. This is a two-year term position at the GS-9/11/12 level with full benefits. Call David Gibson at 715.345.7676 or e-mail david.gibson@wi.usda.gov.

PRIVATE SECTOR

WRITER/EDITOR · Washington, DC

Position available as writer/editor and research analyst with the Academy for Educational Development. Duties: conducts research; designs, writes, edits, and produces publications and material for the website; prepares presentation materials for USAID's Asia and Near East Bureau. Qualifications: B.A./B.S. (master's preferred); minimum of two to three years of editorial and publications experience; writing and editing skills; knowledge of desktop software; knowledge of international development issues; excellent organizational and interpersonal skills; U.S. citizenship; international travel may be required; knowledge of USAID preferred. Send résumé and letter of interest to AED/HR, 1825 Connecticut Avenue, NW, Washington, DC 20009; fax: 202.884.8413; reference position #KV2210pc.

CREW LEADERS · Utah

Positions available with the Utah Conservation Corps. Projects address natural resource conservation, community volunteerism, and environmental education. The first three-and-a-half months of service will focus on leadership training, skill development, local environmental education, and community volunteerism. During the final six months of service, crew leaders will lead crews of six to eight members on cooperative projects with the National Park Service, Forest Service, and Bureau of Land Management. Projects can be physically intense and require long days outside. Benefits include Wilderness First Responder certification, a living allowance, and a \$4,725 education award. The crew leader term of service starts at the end of January 2003 and goes through mid-November 2003. Application deadline: 11/8/03. To apply or receive more information, contact Kate Stephens at katestep@cc.usu.edu or 435.797.0964; website: www.usu.edu/ucc.

WILDERNESS INSTRUCTORS · Florida

Positions available with the Hurricane Island Outward Bound School/Southern Programs, a nonprofit organization dedicated to working year-round with at-risk and adjudicated youth in wilderness, residential, and home settings. Duties: work in the field in team situations; teach various courses; oversee safety of course. Qualifications: CPR, WFR, and prior wilderness or residential experience with teens. All are asked to attend an initial training (occurs four times per year). Courses range from 20 to 30 days to 180 days in a residential setting. Send résumé to Alyse Ostreicher, Staff Developer, HIOBS-Southern Programs, 177 Salem Court, Tallahassee, FL 32301; phone: 850.414.8816; fax: 850.922.6721; e-mail: flrecruit@hurricaneisland.or; website: www.members.tripod.com/outward.bound.

INFO OFFICER · Washington, DC

Position available with Labat-Anderson Inc., a contracting firm based in McLean, Virginia. Duties: produces information products for USAID's Office of U.S. Foreign Disaster Assistance (OFDA). Qualifications: extended periods of overseas travel for OFDA will be required, often on short notice; master's degree in regional studies, international relations, or related field required; strong writing skills; experience with international organizations or the U.S. government and an interest in international humanitarian relief; U.S. citizenship and the ability to obtain a secret-level security clearance; French proficiency and overseas experience preferred. Deadline for applications: 10/1/02. Send résumé and cover letter to Kasey Channell at kchannell@usaid.gov or at Macfadden and Associates, 1201 Pennsylvania Avenue, NW, Suite 200, Washington, DC 20004.

PROGRAM ANALYST · Alexandria, VA

Position available with the USDA's Food and Nutrition Service. Duties: reviews state electronic benefits transfer (EBT) system development and implementation plans, and related documents for the food stamp program, to determine the overall adequacy of documents; works with states to address document deficiencies, including those areas that do not comply with existing policy, regulations, or legislation; recommends a course of action on EBT documents, taking into consideration current program issues, regional and national trends, proposed impact upon programs that are jointly administered, and priorities of the agency. Deadline for applications: 09/16/02. Contact Cynthia Anderson at 703.305.1474; refer to job announcement #BR-078-02-O.

RESEARCH ASSISTANT · Washington, DC

Position available with the World Wildlife Fund in the conservation strategies unit. Duties: supports ongoing programs related to large-scale conservation around the world with an emphasis on the social dimensions (population, economics,

agriculture, governance); responsible for research, analysis, writing, and editing; coordinates events and meetings; liaises with NGOs; involves some administrative work. Qualifications: B.S., M.S. preferred; highly motivated; flexible; excellent writing/communication skills; team player; two to three years of experience in environmental field; marine or international experience a plus. Potential for travel. Six-month position with possibility of renewal. Send résumé to CSU/RA Recruitment, WWF, 1250 24th Street, NW, Washington, DC 20037; e-mail: doreen.robinson@wwfus.org.

GUIDE DISTRIBUTORS · Washington, DC

Positions available with Charitable Choices for hand-to-hand distribution of information to federal workers at government buildings. Duties: work two hours a day, from 7 a.m. to 9 a.m., four or five days a week in October and November. Payment is \$30 in cash each day. Applicants must be clean, neat, and responsible (as well as early risers). Contact Red Moon Song at 202.483.2906; fax: 202.328.0627.

SR. MGR./ASSOC. DIR. · Washington, DC

Position available with the Academy for Educational Development, a nonprofit organization committed to solving critical social problems in the United States and throughout the world. Duties: responsible for the management of division- and unit-specific contracting activities, specifically the administration of designated prime contracts and subcontracts. Qualifications: master's degree in related field required; management experience with advanced degree or contract management certificate; knowledge of FAR, AIDAR, and OMB (nonprofit related) regulations; minimum of 10 to 15 years of work experience in federal contract administration; minimum of five to seven years of supervisory experience of contract administration staff; "cradle to grave" contract administration experience, including award negotiations, subcontractor management, procurement, performance auditing, and dispute resolution. Salary: \$80K. Send résumé and cover letter (reference position #TV2190pc) to AED/HR, 1825 Connecticut Avenue, NW, Washington, DC 20009; fax: 202.884.8413; e-mail: employ@aed.org; website: www.aed.org.

*WILDERNESS INSTRUCTORS · Various

Positions available with Hurricane Island Outward Bound School in Florida, Maine, and Maryland. Duties in Maine and Maryland: instruct students ranging from 14 to 72 in sailing, sea kayaking, canoeing, backpacking, hiking, and climbing from mid-May through mid-September. Duties in Florida: teach technical skills, focusing on personal and team growth through facilitated challenging experiences for adjudicated and at-risk youth. Qualifications: experience in Outward Bound or outdoor programs, preferably expedition-based; sound judgment; effective

communication skills; technical outdoor skills; standard first aid and CPR; enthusiasm and commitment. For more information, contact Human Resources, Hurricane Island Outward Bound School, 75 Mechanic Street, Rockland, ME 04841; phone: 207.594.1401, extension 388; e-mail: employment@hurricaneisland.org; website: www.hurricaneisland.org.

ESL TRAINER • New York, NY

Position available with Refugee Resettlement Catholic Charities, Archdiocese of New York. Duties: develops and implements ESL classes with special emphasis on acculturation and vocational ESL; develops curriculum, resource materials, and classroom aids that facilitate interactive learning; conducts assessment tests and provides ESL instruction; assists with reports, public relations, and logistical arrangements. Qualifications: college degree (master's preferred) and ESL certification; prior ESL teaching; administrative experience; excellent communication, interpersonal, and organizational skills; highly motivated and self-starter; computer proficiency. E-mail résumé by 9/30/02 to rhonda.fleischer@archny.org.

RESIDENT STEWARDS • Harborside, ME

Positions available with the Good Life Center, an opportunity to live and work at the last homestead of Helen and Scott Nearing and promote social justice, organic gardening, and simple living to 2,000 visitors annually. Qualifications: familiar with rural living and interested in subsistence farming; good communication and organizational skills; ability to work with no on-site supervision. This is a one-year renewable position for two people; you must have a co-applicant to apply. Positions start 3/15/03. Deadline for applications: 10/31/02. Contact the Good Life Center, 372 Harborside Road, Harborside, ME 04642; phone: 207.326.8211; website: www.goodlife.org.

ASSOCIATE • Westport, CT

Position available with Save the Children as sponsorship support associate. Duties: works with field offices to improve sponsorship management by conducting reviews, providing technical assistance and training, and implementing quality improvement practices. Qualifications: bachelor's degree and a minimum of two years' experience in an office environment; leadership skills and track record of results implementing quality improvements; fluency in Spanish, French, and/or Portuguese preferred; ability to travel internationally. E-mail résumé to crobson@savechildren.org, or mail to Save the Children, 54 Wilson Road, Westport, CT 06880; website: www.savethechildren.org.

PROJECT ASSISTANT • Washington, DC

Position available with Management Systems International. Duties: assists in the development of tools and systems for project management,

project managers, and technical staff; the development of new projects, including budgeting and recruiting for technical expertise; the management of current projects; and the satisfactory close of projects. Qualifications: project management assistant skills; ability to prioritize in a multitasking environment; diplomatic communication skills, particularly by e-mail; team-focused approach; attention to detail; administrative and clerical skills including MS Office Suite (Word, Excel, PowerPoint, Outlook); and entrepreneurial approach to problem solving. Preferred: experience in international development; proficiency in one language other than native language; and technical writing, Web development, and training skills. E-mail résumé and cover letter to gcritchley@msi-inc.com.

RESEARCH MONITOR • NC

Position available in Research Triangle Park with Family Health International as bilingual clinical research monitor. Duties: assists in the monitoring of clinical trials to ensure that investigators are conducting the research within the requirements of the clinical protocol; ensures that research is conducted in accordance with applicable federal regulations and guidelines and that the rights and safety of human subjects involved in a clinical study are protected. Qualifications: B.S./B.A. with a minimum of four years of work experience, preferably in clinical research, or an MPH; M.S./M.A. with a minimum of one year of work-related experience preferred; experience coordinating or monitoring clinical investigations preferred; domestic and international travel required at least 50 percent of the time; excellent French required; computer literacy preferred. Send résumé with a cover letter stating salary requirements to Human Resources, Family Health International, PO Box 13950, Research Triangle Park, NC 27709; fax: 919.405.1421; e-mail: ncvacancies@fhi.org.

DIRECTOR OF BOARD • Seattle, WA

Position available with Solid Rock Youth Outreach, a local community-based nonprofit organization. Duties: ensures the nonprofit's mission and sets policies and guidelines to fulfill the mission; works on strategic planning to ensure adequate finances and leadership. Qualifications: ability to implement and follow through on assigned projects and tasks; multitasking-oriented, creative, innovative, and adaptable to change; good communication skills. Deadline for applications: 10/05/02. Mail résumé and cover letter to Solid Rock Youth Outreach, PO Box 68226, Seattle, WA 98188.

CLINICAL SERVICES DIR. • Cary, NC

Position available with North Carolina Primary Health Care Association. Duties: manages ongoing clinical initiatives and educational programs and supervises staff. Qualifications: background in performance improvement

activities and quality improvement teams; public health or nursing experience; excellent written and oral communication skills; proficiency in grant writing. Deadline: 9/27/02. Send cover letter and résumé, indicating salary requirements, to North Carolina Primary Health Care Association, 875 Walnut Street, Suite 150, Cary, NC 27511; website: www.ncphca.org.

DEPUTY PROG. MGR • Washington, DC

Position available with Checchi and Company Consulting. Duties: provides administrative support to current projects in Colombia, Guatemala, and Nicaragua; recruits and mobilizes consultants for assignments throughout Latin America; translates and edits reports; provides support for new business development activities. Qualifications: fluent in Spanish; well organized; excellent writing skills; U.S. citizen with prior experience in Latin America and familiarity with USAID regulations preferred. Position requires occasional travel to Latin America region. Send cover letter and résumé via e-mail to Joan Drueding at jdrueding@checchiconsulting.com or fax to 202.466.9070. Additional information is available at www.checchiconsulting.com.

PROJECT OFFICERS • Hartford, CT

Two positions available with Aid to Artisans (ATA), an international nonprofit organization. One position is for Eastern Europe and the Middle East, and the other is for the Americas. Duties: monitors contractual obligations and ensures compliance with ATA policies; sets timetable for and plans major project activities; implements program activities; serves as primary liaison between ATA and field counterparts; serves as project point person within ATA and as liaison with marketing and finance departments; oversees budget; tracks project expenses; approves all expenses; provides guidance to marketing's budget. Qualifications: experience in project coordination, proposal writing, reporting requirements, evaluation, budget preparation, and oversight; two years of international work experience. Send resume and writing sample to Ms. Toni Perry, Human Resources, Aid to Artisans, 331 Wethersfield Avenue, Hartford, CT 06114; fax: 860.947.3350; e-mail: human_resources@aidtoartisans.org; website: www.aidtoartisans.org.

PROG. ASSOCIATES • Washington, DC

Positions available with IREX, Academic Exchanges and Research Division, a nonprofit organization committed to international education. Duties: provides backup and administrative support to program officers; 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 NIS and CEE regions and knowledge of Russian or a regional language; strong computer (MS Word, Excel, PowerPoint) and writing skills; excellent interpersonal, organizational, and communication skills. Some positions may be temporary-to-permanent positions. Fax cover letter and résumé to AER/Cat 202.628.8189 or e-mail to resumes@irex.org.

TEACHER/NANNY · Silicon Valley, CA

Position available with a family for an experienced preschool teacher to work full time with a 1-1/2-year-old and three-year-old in partnership with their stay-at-home mother, including travel and overnight care. Qualifications: valid driver's license and clean driving record; CPR and first-aid training; TB test (or willingness to have one); early childhood education units and toddler/preschool teaching experience preferred; willing to make a long-term commitment; availability to work 40-plus hours per week with flexible schedule, including weekends and overnights. Flexibility to travel both domestically and abroad. Professional salary will be provided. Deadline: 10/1/02. Contact Alyce Desrosiers at alyce@alycedes.com or by phone at 415.331.6264.

COMMUNITY ORGANIZER · Chicago, IL

Position available with the United Neighborhood Organization, a Latino community-based organization. Duties: identifies and recruits leaders and potential leaders and cultivates their leadership skills; conducts outreach in predominantly Latino neighborhoods in the areas of health care, education, and economic development. Qualifications: B.A.; affinity for working with diverse people; effective organizational and communication skills; versatility and self-motivation to manage multiple assignments; resourcefulness to work independently; flexibility and willingness to work some evenings and weekends; vehicle required; bilingual in Spanish and English strongly preferred. Send cover letter and résumé to Elisabeth Corona, UNO, 954 West Washington Boulevard, Third Floor, Chicago, IL 60607-2224.

PEACE CORPS FELLOWS/USA



BRANDEIS UNIVERSITY ~ Waltham, MA

The Heller School for Social Policy and Management offers M.B.A. (human services) and master of management programs combining cutting-edge management training and social policy analysis to enable graduates to design effective programs and lead organizations into the future. The M.B.A. and M.M. programs are offered on a full-time basis beginning each June and on a part-time basis beginning each June, September, or January. Students can concentrate in a number of policy areas, including health; child, youth, and family services; and services for elders and people with disabilities. Heller also offers a Ph.D. in social policy. RPCVs are entitled to waive the \$50 application fee, and scholarships are available for full-time students. For more information, call Heller admissions at 800.279.4105 or e-mail HellerAdmissions@brandeis.edu; website: heller.brandeis.edu.

TEACHING CORPS PROGRAM ~ Washington, DC

The GWU Teaching Corps Partnership with Montgomery County Public Schools is a unique opportunity for RPCVs to hone their teaching skills and earn Maryland state licensure. As part of the Teachers 2000 graduate program, teacher candidates can earn certification in ESOL, special education, science, English, and math with 100 percent tuition support. Candidates begin a full-time commitment to the program in January and are required to teach in MCPS for three years. Application deadline: 10/1/02. For information, contact Dr. Jeanne Embich, GWU Teaching Corps Partnership, The George Washington University, 2134 G Street, NW, Washington, DC 20052; phone: 202.973.1061; fax: 202.973.1075; e-mail: jembich@gwu.edu.

***MARQUETTE UNIVERSITY ~ Milwaukee, WI**

RPCVs are invited to apply for the Trinity Fellows Program at Marquette University, a 21-month study and work experience offering master's degrees in business administration, communications, economics, English, history, applied philosophy, political science, and public service. Fellows serve their graduate assistantships at selected nonprofit agencies in greater Milwaukee. Assistantships include substantial tuition and fee allowances as well as a monthly stipend. Trinity fellowships are available only to RPCVs or others who can offer evidence of significant community or public service. Contact Carole Ferrara at 414.288.5861 or e-mail carole.ferrara@marquette.edu; website: www.marquette.edu/trinityfellows.

***ARIZONA STATE UNIVERSITY ~ Tempe, AZ**

ASU offers a unique graduate program that especially welcomes RPCV applicants. The global technology and development master's program explores the impact of technological development on social, political, and economic development and change. ASU is a member of the Peace Corps Fellows/USA program, making RPCVs eligible for these graduate fellowships in which graduate students work in local communities. For more information contact Dr. Mary Jane Parmentier, Global Technology and Development, College of Technology and Applied Sciences, Arizona State University East, 7001 East Williams Field Road, Mesa, AZ 85236; phone: 480.727.1156 or 1533; e-mail: mj.parmentier@asu.edu; website: www.east.asu.edu/ctas/gtd/index.html.

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.

HOT! OPPORTUNITIES

SCHOLARSHIP PROGRAM ADMINISTRATION ~ Washington, DC

Twenty positions available with the American Association of School Administrators. Duties: help administer national high school scholarship program; assist with processing large volume of scholarship applications, including document screening, classification, and packaging. Qualifications: detail-oriented; able to follow directions well, to work independently and as a team player, and to read large amounts of material; flexible; willing to do variety of tasks. Schedule: 40-hour week beginning 1/6/03 and lasting for about four weeks, including working on a federal holiday. Salary: \$11 per hour with some benefits. Near Metro stop. Great opportunity for RPCVs to network and sharpen office skills in friendly and professional setting. Phone: 703.237.8006; e-mail: fc@corestaff.com.

TECHNICIAN · Silver Spring, MD

Position available with Trees for the Future. Duties: assists in building the Center for Sustainable Development, which serves local groups developing projects worldwide; requires 30 to 40 days a year of travel to developing countries. Qualifications: language and cross-cultural experience; training and experience in watershed management and environmentally sustainable development. Two paid part-time internships also available for RPCVs attending local schools. Contact Mike or Dave at 301.565.0630; fax: 301.565.5012; website: www.treesfff.org.

FIELD OFFICE DIRECTOR • Bolivia

Position available with Save the Children, a U.S. and international relief and development organization. Duties: works on administration, fiscal, and grant management; assists with direction, supervision, and evaluation of staff; works on design, implementation, evaluation, and analysis of program activities. Qualifications: master's degree in an area related to the job; six years of overseas experience; experience in grant management and direction of field operations; strong interpersonal, team-building, and representational skills; fluency in Spanish. E-mail résumé to jmcguane@savechildren.org or fax to 203.221.4077 (Attn: 1580/PCH).

SR. PROGRAM OFFICER • El Salvador

Position available with the CHANGE project through the Manoff Group. Duties: manages HIV/AIDS activity, focusing on behavior change activities among national police and their families; participates in developing interventions in three African countries to reduce HIV/AIDS-related stigma, discrimination, and effects. Qualifications: relevant graduate degree; seven years of experience implementing reproductive health programs in developing countries; experience working in HIV/AIDS; familiarity with USAID practices; ability to travel; Spanish language skills required, French an asset. E-mail résumé and letter of interest to Ms. Amy Pearson at apearson@manoffgroup.com or fax to 202.745.1961.

TEACHER • Shanghai, China

Position available with new American school for foreign children living in China. Classes (pre-kindergarten through eighth grade) to start January 2003. Curriculum follows that of the California public school system. Benefits: annual round-trip travel between the United States and Shanghai, private room and full board (three meals a day) during the school year, and tours to out-of-town tourist attractions. Commitment must be made for the entire semester (January through June). E-mail résumé to PeterTC@attbi.com.

HEALTH EDUCATOR • Tibet

Position available with the Terma Foundation for a Tibetan with a People's Republic of China passport. Duties: aids in health education and program management of nonprofit organization in Tibet. Programs include hygiene, rickets, indigenous food development, maternal and child health care, TB, and primary health care. Qualifications: experience in health education; willingness to travel to remote areas for extended periods of time; ability to assist in development of culturally appropriate health education materials and activities for a wide range of individuals; office and program management experience and computer literacy helpful; Tibetan

Literary translators. These translators adapt written literature from one language into another. They may translate any number of documents, including journal articles, books, poetry, and short stories. Literary translation is related to creative writing: Literary translators must create a new text in the target language that reproduces the content and style of the original. Whenever possible, literary translators work closely with authors in order to best capture their intended meanings and literary characteristics.

This type of work is often done as a sideline by university professors; however, opportunities exist for well-established literary translators. As is the case with writers, finding a publisher is a critical part of the job. Most aspiring literary translators begin by submitting a short sample of their work in the hope that it will be printed and give them recognition. For example, after receiving permission from the author, they might submit to a publishing house a previously unpublished short work, such as a poem or essay.

Localization. Translators who work in localization are part of a relatively recent and rapidly expanding specialty. Localization involves the complete adaptation of a product for use in a different language and culture. At its earlier stages, this work dealt primarily with software localization, but the specialty has expanded to include the adaptation of websites and products in manufacturing and other business sectors.

Translators working in localization need a solid grasp of the languages to be translated, a thorough understanding of the technical concepts and vocabulary, and a high degree of knowledge about the intended target audience or users of the product. The goal of these specialists is that the product appear as if it is manufactured in the country in which it will be sold and supported. Because software programming often is involved, it is not uncommon for people who work in this area of translation to have a high-tech background.

Medical interpreters and translators. Providing language services to health care patients with limited English proficiency is the realm of medical interpreters and translators. Medical interpreters help patients communicate with doctors, nurses, and other medical staff. Translators working in this specialty primarily convert patient materials and informational brochures, issued by hospitals and medical facilities, into the desired language.

The majority of medical interpreters work in hospitals and medical centers. Although most of these workers freelance, the number of full- and part-time staff positions is steadily growing as more hospitals establish and expand interpreter services departments. Medical interpreters need a strong grasp of medical and colloquial terminol-

ogy in both languages, along with cultural sensitivity regarding how the patient receives the information. They must remain detached but aware of the patient's sensitivities and pain.

Sign-language interpreters. Sign-language interpreters facilitate communication between people who are deaf or hard-of-hearing and people who can hear. Sign language interpreters must be fluent in English and American Sign Language (ASL), which combines signing, finger spelling, and specific body language. ASL has its own grammatical rules, sentence structure, idioms, historical contexts, and cultural nuances. Sign-language interpreting, like foreign-language interpreting, involves more than simply replacing a word of spoken English with a sign representing that word.

Most sign-language interpreters either interpret, aiding communication between English and ASL, or transliterate, facilitating communication between English and contact signing—a form of signing that uses a more English-language-based word order. Some interpreters specialize in oral interpreting for deaf or hard-of-hearing persons who lip-read instead of sign. Other specialty areas are tactile signing, interpreting for persons who are deaf and blind, cued speech, and signing exact English.

A significant number of full-time positions for sign-language interpreters are in school districts. Other typical settings include health care, legal, postsecondary education, employment, businesses, and government agencies.

Employment and Outlook

Bureau of Labor Statistics data indicate that interpreters and translators held about 22,000 jobs in 2000. Because of the large number of people who work in the occupation sporadically, however, the actual number of interpreters and translators is probably significantly higher.

Reflecting the diversity of employment options in the field, the industries employing most salaried interpreters and translators include educational services, business services, health services, communications, local government (except education and hospitals), social services, printing and publishing, chemicals and allied products, state government (except education and hospitals), and federal government (excluding the Postal Service).

Employment in the occupation is expected to increase steadily as most of these industries expand. A growth rate of about 24 percent is projected for the occupation over the 2000–10 decade—faster than the average for all occupations. In addition to overall growth in the industries employing interpreters and translators, higher demand is expected to result from increased international ties and increased numbers of foreign-language speakers in the United States. Both of these trends are expected to continue, according to data from the World Trade Organization and the U.S. Census Bureau.

and/or Chinese language desired. Send résumé and cover letter to Terma Foundation via fax at 650.712.8792; e-mail: elizabeth@terma.org.

SUPPORT STAFF · Europe and the Balkans
Long- and short-term positions available with PAE Government Services, Inc. in support of European, Balkan, and Central Asian democratization projects for the Organization for Security and Cooperation in Europe. Positions cover 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. citizen; 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 703.248.1674 or 800.405.7593.

MICROBIOLOGIST · Republic of Georgia
One-year position available in Tbilisi with Doctors of the World USA for a new TB treatment and control program. Qualifications: three to five years of experience with TB diagnostics, including direct-smear, culture techniques, and sensitivity testing; field experience with NGO in Eastern Europe or the newly independent states strongly preferred; Georgian or Russian language experience also preferred. Position begins 10/02. Send CV and cover letter by fax to 212.226.7026 or e-mail humanresources@dowusa.org with subject "microbiologist."

EDUCATION

ANTIOCH UNIVERSITY · Seattle, WA
Antioch University Seattle offers a master of arts degree in environment and community for anyone working, or wanting to work, in environmental or community development fields. 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. E-mail admissions@antiochsea.edu; website: www.antiochsea.edu/ec.

BARD COLLEGE · Annandale, NY
Innovative graduate program leading to a master of science in environmental policy prepares students for environmental careers in nonprofit organizations, government, and the private sector. Unique modular curriculum features integrated application of natural and social sciences to environmental problems and responses and the practical knowledge to understand legal, political, socioeconomic, cultural, and ethical forces influencing policymaking. Distinctive elements

include modular organization, communication strategies, and leadership training. Small classes ensure close mentoring of student career preparations. Peace Corps experience may qualify for internship and early start on master's project while in the field. Call 845.758.7073 for information; website: www.bard.edu/cep.

* **UNIV. OF NOTRE DAME · South Bend, IN**
The Mendoza College of Business at the University of Notre Dame offers a master's degree in nonprofit management. The cost-effective master of science in administration program offers a flexible structure with on-site courses held in the summer and electives offered via e-learning during the fall and spring. Accommodating the full-time work schedules of participants, the program enables degree completion between 18 and 48 months. Contact Kimberly Brennan, MSA office, at 574.631.3639; fax: 574.631.6532; e-mail: brennan.53@nd.edu; website: www.nd.edu.

TULANE UNIVERSITY · New Orleans, LA
Tulane University School of Public Health and Tropical Medicine has rolling admissions and is now accepting applications from RPCVs interested in public health for spring 2003 entrance. Contact Dr. Elaine Boston, Associate Dean of Student Affairs, at 800.676.5389; e-mail: eboston@tulane.edu. More information available at website: www.sph.tulane.edu.

UNIV. OF MARYLAND · College Park, MD
Assistantships and fellowships available with the University of Maryland. Applications eagerly sought from RPCVs for graduate assistantships and fellowships in the Philip Merrill College of Journalism. Students can complete a master's in public affairs reporting in as few as 12 months. Deadline for applications: 2/1/03 for summer or fall 2003. For more information, visit www.journalism.umd.edu/grad, then contact Greig Stewart, associate dean, at gstewart@jmail.umd.edu.

BEN GURION UNIV. · Beersheba, Israel
In collaboration with Columbia University's Health Sciences Division, the medical school at Ben Gurion University of the Negev offers a four-year medical degree program in international health and medicine. The program is taught in English and enrolls students who seek a medical degree with special skills in cross-cultural, community, and preventive medicine. Students take the U.S. medical licensing exam and are expected to complete residencies in the United States. The program is approved by the U.S. Department of Education for participation in federally funded student loan programs. Contact the admissions office in New York at 212.305.9587; e-mail: bgcu-md@columbia.edu; mailing address: 630 West 168th Street, PH15E-1512, New York, NY 10032.

INTERN/VOLUNTEER

INTERN · Annandale, VA
Position available with Global Environment and Technology Foundation, a nonprofit organization that helps create the infrastructure necessary to achieve sustainable development. Duties: provides administrative, coordination, and project-tracking support for a range of projects; also assists project coordinators. Qualifications: strong computer skills and ability to arrange meetings, travel, and special events; excellent administrative, organizational, and oral and written communication skills; ability to work in a fast-paced, multitasking environment. Part-time position of 20 hours per week. Fax résumé and cover letter to Jennifer Jones at 703.750.6506 or e-mail to jjones@getf.org; website: www.getf.org.

PAID INTERNSHIP · Philadelphia, PA
Position available with OIC International in an entrepreneurship and business development team. Duties: assists in preparation of grant proposals, including program research; edits and compiles proposal elements; develops team public relations materials; performs administrative tasks such as filing, photocopying, binding, and preparation of correspondence, financial paperwork, and travel arrangements; provides other support to team as necessary. Qualifications: university graduate or candidate for a bachelor's or master's degree in business, economics, public policy, political science, or rural sociology with an international specialization; writing, communication, research, and organizational skills; ability to work independently and as a team player carrying out multiple tasks efficiently; strong computer literacy; good interpersonal skills and detail-oriented; proficiency in a second language; U.S. citizenship or permission to work in the United States required. Compensation: hourly rate with no benefits. Contact Quy Nguyen, Vice President, EBD, at 215.842.0220, extension 124, or quynguyen@oici.org; and Caroline Shenaz Hossein, Director, EBD, at 215.842.0220, ext. 123, or chossein@oici.org.

AMERICORPS/VISTA

ENTREPRENEUR MEMBERS · VARIOUS
Positions available with Boat People S.O.S., Inc., a nonprofit, community-based organization with 22 years of service in the Vietnamese-American community. Duties: facilitates personal asset building for low-income refugee families; works with financial institutions to enroll eligible taxpayers in individual development accounts and train them on financial issues; guides community members in setting up microenterprises. Deadline for applications: 9/15/02. Submit online

Crisis Corps Recruiting Short-Term Volunteers



Africa HIV/AIDS Assignments

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

Kenya

1. Voluntary counseling and testing and home-based care trainer for the Foundation Agency for Rural Development (counseling degree, monitoring and evaluation experience, and knowledge and experience in home-based care activities required); 2. HIV/AIDS pre- and post-test counseling volunteer for Meru Red Cross Society and Kenya Methodist University (counseling and training experience and a degree in counseling or clinical social work, or an M.P.H., required); 3. Laboratory blood safety volunteer for Family Health International (three years of experience as lab manager or technologist and experience setting up quality assurance programs); 4. Blood donor recruitment volunteer for Family Health International (health degree and two years of social marketing or community mobilization experience with a public health department or agency).

Malawi

Positive living nutrition trainer volunteer for a local program, Nkhotakhota AIDS Support Organization, to work with the program coordinator teaching and planning sessions regarding the utilization of local plants and animals for nutrition and medicine, and planning ahead to ensure that nutritious foods are available year-round. Nutrition background with knowledge of positive living for people with AIDS and experience with an HIV/AIDS organization required.

Guinea

Two food aid monitors to work with World Food Program in refugee camps or internally displaced persons project site (community development, natural resource management, agriculture, health nutrition, or education RPCV, intermediate spoken French, and computer skills required).

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.

applications at www.americorps.org, or contact Ms. Bach Pham via phone: 703.538.2190; or bach.pham@bpsos.org.

AMERICORPS/VISTA POSITIONS • WA
Positions available beginning 11/1/02 serving needy students in rural schools where poverty and language barriers (Spanish) impact students' success. Ten positions available in four different projects in rugged north-central Washington. Qualifications: interest in personal and professional growth; positive interpersonal skills; organizational and time management skills; and dependability, confidence, determination, flexibility, and adaptability. For additional information, contact Beth Kocsis at 509.682.4550, ext. 27, or imac@ncesd.org. Website: www.intermountainac.com.

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 résumé for distribution.

When and Where:

September 18, 2002

5 p.m. to 8 p.m.

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

For more information, please contact Elvira May, RVS, at 202.692.1445.

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*)

Name _____

Address _____

City _____ State _____ Zip Code _____

Country of Service _____ Dates of Service _____

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

HOTLINE NOTICE

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


Please note: Current *Hotline* copies are now available online free of charge. Go to www.peacecorps.gov/rpcv/hotline/index.html to download issues in portable document format (PDF). Because *Hotline* is now online, the National Peace Corps Association is no longer offering paid subscriptions.

Free Membership to Recent RPCVs

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

As members, RPCVs receive benefits that include a subscription to *WorldView* magazine and the NPCA's alumni newsletter, *3/1/61*. Members will also receive discounted registration rates for future NPCA National Conferences as well as other benefits.

For more information, visit www.rpcv.org or contact the NPCA membership department at 202.293.7728, ext. 23; e-mail: membership@rpcv.org.



Peace Corps Day

A Celebration of Service
February 28, 2003

As Volunteers we learn as much, if not more, from the people in our host countries. Take part in Peace Corps Day 2003 and share your overseas stories with your community. This is your opportunity to help Americans nationwide increase their understanding of the world and its people.

All RPCVs will soon receive a brochure urging them to sign up for Peace Corps Day 2003. Contact your local RPCV group and let them know you are eager to take part in the planning of activities in your area. Bring the world home on Peace Corps Day!

Online registration is available. Check the Peace Corps website for more information: www.peacecorps.gov/rpcv/peacecorpsday.

If you have any questions, please e-mail us at pcday@peacecorps.gov, or call 800.424.8580 (press 2, then ext. 1961).

Bring your Peace Corps experience home!