

H TLINE

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

HOT Resources

The following publications offer useful information on successful networking.

Power Networking : Using the Contacts You Don't Even Know You Have to Succeed in the Job You Want

by Marc Kramer
VGM Career Horizons, 1997

Networking for Everyone
by L. Michelle Tullier
Jist Works, 1998

Power Networking Second Edition : 59 Secrets for Personal & Professional Success

by Donna Fisher, Sandy Vilas, and Marilyn Hermance
Bard Press, 2000

Masters of Networking
by Ivan R. Misner and Don Ma Morgan
Bard Press, 2000

Sam Axelrod
RPCV Ukraine
Hotline Co-editor

Elvira May
Hotline Co-editor

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

Networking With RPCVs

by RPCV Joe Kovacs (Sri Lanka)

If you're like a lot of returned Peace Corps Volunteers (RPCVs) who recently ended their service, you may be asking yourself, "Well, what do I do now?" For the past two years, you've pursued some fairly clear objectives—and now you're home again with lots of different pathways in front of you. Even if you know which one to choose, you still might wonder, "How do I take my first step?"

Fortunately, you're not alone. Hundreds of RPCVs return to the United States every year with the same questions—and thousands have returned before them. A vast RPCV network may be one of the most important resources at your disposal as you search for answers to these very important questions.

Who Did You Serve With?

Where to begin? And how exactly do you use an RPCV network to help you? The first group of RPCVs you might want to contact is the one you served with overseas. Once you return to the United States, stay in touch with each other. Share information with your friends about different professional opportunities you've heard about. Ask them to do the same. Working together accomplishes a lot more than working alone.

It might also be helpful to connect with RPCVs from your country of service who completed their service before you and have already returned to the United States, since they most likely will already be professionally situated. RPCV Terri Carta (Guinea, 1995-97) visited the New York Peace Corps Regional Office to see an RPCV

friend who had left Africa before her, and had secured a volunteer recruiter position. He told her about a temporary position that was available at the recruiting office, which she subsequently took to earn income while planning her next professional move. Although dropping in on a friend is a good way to reminisce, it's also a good way to find out about possible job opportunities.

Career Centers

Even if you don't have an RPCV friend working at the nearest Peace Corps office, you should think about making a visit anyway. The Career Center operated by Returned Volunteer Services (RVS) in Washington, D.C., and the career resource rooms in most regional offices, not only provide useful information, but are popular haunts for RPCVs searching for jobs. Many regional offices also have job boards and postings from various sources, including local employers. Some of them may be returned Volunteers interested in hiring other RPCVs. It's worth a phone call or, better yet, a visit to find out.

The RPCV network has the unique benefit of being tightly knit as well as quite extensive. RPCV Shawn Davis (Mali, 1996-98) had no plans to return to Africa after he returned from his service. While researching employment opportunities at headquarters, however, he fell into a conversation with a former Crisis Corps Volunteer who told him about an opportunity with the Crisis Corps in Guinea. Davis decided to apply for the position, and left his temporary job to get on a plane.

Davis explained that the RVS Career Center environment is conducive not only to job searches but also attracts individuals who are *of-fering* jobs.

I can personally vouch for the importance of meeting potential employers at RPCV hangouts such as the RVS Career Center. I met an RPCV at the center two years ago who was the senior director of a Washington, D.C.-based nonprofit association, and was looking for an individual to fill a newly created position. I handed him a copy of my résumé and was called for an interview the following week. During our conversation, we discovered that he knew my former country director in Sri Lanka. Not long after he called her to ask about my work as a Volunteer, he hired me.

A National Network

If you don't have the opportunity to visit Washington, D.C., or any of the regional offices in the near future, you're not necessarily out of luck. Since 1961, more than 163,000 Americans have joined the Peace Corps and they can be found in every part of the United States. Returned Volunteer groups operate in most regions of the country, organizing community service events, social opportunities, and other forums where it is possible to meet and speak with RPCVs. So even though your nearest regional office may be over a hundred miles away, you can get information about RPCVs who live near you.

Continued on Page 5

PUBLIC SECTOR

VARIOUS • Lompoc, CA

Positions available at the Federal Correctional Complex. Positions include: pharmacist, clinical nurse, correctional officer, teacher, psychologist, and others. Qualifications: applicants who have not reached their 37th birthday. Salary range varies with each profession, but all positions entitled to locality pay equivalent to 14.37% above the standard government rate. Contact: Federal Correctional Complex, Human Resources, 3901 Klein Blvd., Lompoc, CA 93436; phone (805) 736-2193; e-mail: <sfbobert@bop.gov> or <vjackson@bop.gov>.

***COORDINATOR • Washington, DC**

Position available 11/4/01 through 3/29/02 in the Peace Corps Office of Domestic Programs assisting with all aspects of planning Peace Corps Day on March 1, 2002. Duties: plans and facilitates overseas telephone calls between PCVs and U.S. classrooms; responds to e-mail and telephone inquiries about Peace Corps Day; maintains database. \$14.55/hour (FP-7/01) plus cost of living allowance increase effective in January 2002. Qualifications: excellent written and oral communication skills; careful attention to detail; ability to effectively handle multiple projects simultaneously; experience with the Peace Corps' World Wise Schools program is a plus. 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.

ENGINEER • Pinetop, AZ

Position available with Indian Health Service. Duties: provides design and CAD drafting assistance for Indian Health Service sanitation projects for the Hopi, Apache, and Kaibab tribes; plans, designs, and manages construction of water, wastewater, and solid waste facilities, including first service to Indian homes and innovative infrastructure upgrades. Qualifications: BS or MS in civil or environmental engineering. Salary \$35-\$45K. For more information, please contact: Mitch Constant, P.E., District Engineer, P.O. Box 2430, Pinetop, AZ 85935; (928) 367-0317; e-mail <Mitch.Constant@mail.ihs.gov>.

MANAGEMENT ANALYST • Riverdale, MD

Positions available with the United States Department of Agriculture. Duties: serve as one of the primary specialists in developing and administering agreements and facilitates cooperation and partnerships through a variety of agreements including cooperatives agreements, grants, interagency agreements, memoranda of understanding, cooperative service agreements (trust funds and reimbursable), cooperative research and development agreements, and other agreement instruments. For a full copy of this announcement (9-62-427-1), call our faxback at 800-585-7407; Web site: <www.aphis.gov/mb/mrphr/vacancy.html>.

WILDLIFE INSPECTOR • Valley Stream, NY

Position available with the U.S. Fish and Wildlife Service. Duties: enforces various wildlife laws at the Port of New York; physically inspects passenger baggage and cargo shipments that are being imported and exported from the United States. Inspection may be trophies, live animals, by-products, fur products and scientific samples. Send application to: United States Fish and Wildlife Service, Attn: Personnel, 300 Westgate Drive, Hadley, MA 01035-9589.

PRIVATE SECTOR

***VARIOUS • Salt Lake City, UT**

Positions available with the Salt Lake Organizing Committee (SLOC) for the 2002 Winter Olympics in the areas of logistics, grounds services, security, parking, cleaning, food services, and more. Now accepting applications for positions starting in December 2001 and January 2002. For more information or to apply, visit our Web site at <www.saltlake2002.com> and click "Games-Time Employment" or contact the at The Games-Time Employment Center, c/o SLOC, PO Box 45002, Salt Lake City, UT 84111; phone: (801) 212-5627.

DIRECTOR • Glendale, AZ

Position available with Thunderbird Institution. Duties: interacts with alumni and friends; conducts effective stewardship through a legacy recognition society; manages volunteers including a Planned Giving Advisory Committee; prepares estate-planning projections for prospects knowledge of tax legislation; advises prospects of the financial impact of charitable gift donations; prepares annual reports to donors. Qualifications: bachelor's degree; five years fundraising experience; major gift fundraising and planned gifts; ability to prepare financial projections and reports; familiarity with computers; ability to travel extensively. Submit résumé to: Aggie Bednarz, Sr. Manager of Operations, Thunderbird, The American Graduate School of International Management, 15249 N. 59th Ave., Glendale, AZ 85306; phone: (602) 978-7749; fax: (602) 978-8238; e-mail: <bednarza@t-bird.edu>.

PROJECT ASSISTANT • Portland, OR

Position available with Population Services International. Duties: assists with two reproductive health initiatives and a smoking cessation project. Qualifications: BS/BA; experience in marketing, health or communications; strong writing, analytical, interpersonal, organizational, and cross-cultural skills; willingness and ability to perform and prioritize a variety of tasks on short notice. Compensation commensurate with experience. Send résumé/cover letter to: Alexandra Lowell, PSI, 534 SW Third Ave, Suite 512, Portland, OR 97204; fax: (503) 294-0565.

MARKETING MANAGER • Evanston, IL

Position available with MarketPlace: Handwork of India, a marketing organization for Indian-based cooperatives employing women and the handicapped. Qualifications: marketing experience and education. Send résumé and cover letter to: MarketPlace: Handwork of India, phone: (847) 673-9230; fax: (847) 673-9235; e-mail: <pushpika@marketplaceindia.com>.

OPERATIONS MANAGER • Washington, DC

Position available with the Academy for Educational Development. Duties: handles administrative and operational support; backstops management; oversees contracts. Qualifications: masters' in education, gender studies or related field; five years' experience as a manager of large-scale educational projects; experience in USAID commodity procurement and contracting; demonstrated knowledge of contract, program, and implementation issues associated with USAID project designs, including budgeting, communication, and personnel; fluency in a second language, preferably French. Send résumé with cover letter and reference position #KV1219pc to: AED/HR, 1825 Connecticut Avenue NW, Washington, DC 20009; fax (202) 884-8413; e-mail: <employ@aed.org>.

EXECUTIVE ASSISTANT • Chicago, IL

Position available with United Neighborhood Organization, the city's largest Latino community-based organization. Duties: provides support to executive director in organizational communication and day-to-day operations; prepares and follows up on correspondence; schedules; researches activities; coordinates special events; manages database. Qualifications: strong writing and communication skills; research skills; thorough knowledge of office computer software and Internet; attention to detail; bilingual in Spanish. Position offers excellent opportunities for growth, leadership development, good benefits, and competitive salary. Please forward cover letter and résumé to: United Neighborhood Organization, c/o Executive Assistant, 954 W. Washington Blvd., 3rd Fl., Chicago, IL 60607-2224; fax: (312) 432-0077.

VISTA LEADER • St. Paul, MN

Position available with the Minnesota Literacy Council. Duties: recruits, coordinates, and supports 30 state-wide America Reads VISTA projects; provides training and development opportunities for VISTAs; helps coordinate Summer Reads Program that places 40 VISTAs in Twin Cities' summer schools for eight weeks. Qualifications: one year of VISTA service or two years as a Peace Corps Volunteer; strong communication, organizational and event planning skills; BA/BS preferred. Benefits: \$894/month plus \$4,725 education award or \$2,400 stipend. Send résumé to: Ryan Johnson, MLC, 756 Transfer Road, St. Paul, MN 55114; phone: (651) 645-2277, ext. 205; fax: (651) 645-2272; e-mail: <rjohnson@theMLC.org>.

OUTREACH ASSOCIATE • Oakland, CA

Position available with Action Alliance for Children, publisher of the Children's Advocate. Duties: builds relationships with children and family organizations statewide; facilitates discussions with Spanish-speaking groups; opportunities with research and writing; some travel, weekends, and evenings. Qualifications: BA in related field; excellent communication skills; fluent in Spanish/English; experience in media relations, journalism, outreach, organizing and facilitation; computer literate; familiarity with children's organizations preferred. Salary: \$32-35K plus benefits. Send cover letter and résumé to: Personnel, AAC, 1201 Martin Luther King Jr. Way, Oakland, CA 94612; fax: (510) 444-7138; e-mail: <aac@4children.org>; Web site: <www.4children.org>.

SUPERVISOR • White Plains, NY

Position available with the Urban League of Westchester. Duties: supervises the jail transitional and community follow-up program; works closely with members of the Department of Corrections, Probation, Health; works with treatment to identify candidates who are HIV positive and assist them with their readjustment into society. Qualifications: masters' degree in social work or psychology; experience working with incarcerated persons and case management background. Please send résumé and cover letter to: Sorraya Sampson, fax: (914) 428-6358.

DISTRIBUTOR • Washington, DC

Positions available with Charitable Choices. Duties: distribute giving guides for charities participating in the Combined Federal Campaign; work two hours a day from 7 a.m. to 9 a.m., for four-to-five days a week in October and November. Qualifications: applicants must be clean and neat and responsible. Salary: \$30 per day. Contact: Red Moon Song, Charitable Choices, 1804 S Street NW, Washington, DC 20009; phone: (202) 483-2906; fax: (202) 328-0627.

ESL TEACHER • Chicago, IL

Part-time position available teaching adult refugees. Duties: provides English language training to newly arrived refugees whose skills range from non-literate to high-beginner. Qualifications: bachelor's degree and some teaching experience with ESL; experience with multi-cultural students. Salary range: Approx. \$10/hr plus insurance, paid vacation, holidays, and sick leave. Please send résumé and cover letter to: Kari Szydel, 4750 N. Sheridan Rd. #300, Chicago, IL 60640; e-mail: <vakoch@enteract.com>.

COUNSELOR • Cummington, MA

Position available with innovative year-round college prep boarding school for adolescents with social/academic problems. Qualifications: BA required, degree in psychology, counseling, or outdoor education preferred; experience working with at-risk youth in a wilderness setting preferred. Please send résumé and cover letter to: Lisa Delisle, 800-258-1770 x121; fax: (413) 634-2219.

EXECUTIVE DIRECTOR • Washington, DC

Position available with Literacy Volunteers of America – National Capital Area (LVA-NCA). Duties: oversees efforts to eliminate illiteracy in DC; manages five person office and volunteers; raises funds; networks with government/non-profit agencies; increases public awareness of LVA-NCA; oversees program effectiveness; prepares and manages budget; integrates board and staff activities. Qualifications: BA; four years of non-profit management experience; proven fundraising expertise; excellent written/oral communication skills; and knowledge of basic accounting principles. Salary range: \$40K to mid-50K. To apply, send cover letter, résumé, salary history, and the contact information of three references to: Erin Carney, fax: (202) 588-0714; e-mail: <lvaerin@aol.com>.

TRAINER • Boston, MA

Position available with World Education. Duties: designs, plans and implements training programs and IEC materials in HIV/AIDS education; supports for field programs; identifies WE and NGO partner staff training and technical assistance needs in HIV/AIDS; develops indicators for HIV/AIDS interventions; plans and implements training of trainer workshops for local partners. Qualifications: five to ten years experience in participatory training methodologies and community mobilization; experience in capacity building with African NGOs; fluency in French; international health communications background with a focus on HIV/AIDS is highly preferred. Please send résumé and cover letter to: John Yanulis at World Education, 44 Farnsworth St., Boston, MA 02210-1211; fax: (617) 482-0617.

PROJECT ASSISTANT • Washington, DC

Position available with Chemonics International Africa/Asia Division. Duties: administrative and logistical support; report formatting/production; budget monitoring; personnel fielding. Qualifications: BA; two years related experience; good computer skills; proficiency in languages used in Africa and/or Asia preferred. Send cover letter and résumé to S. Jacobsen, AFRAS, Chemonics International, 1133 20th Street NW, Washington, DC 20036; fax: (202) 955-3400; e-mail: <sjacobsen@chemonics.com>.

ASSOCIATE • Washington, DC

Position available with the Higher Achievement Program. Duties: directs a neighborhood learning center; recruits, stewards, and challenges 5th – 8th grade students and adult volunteer learning mentors; manages one full-time assistant director, six teachers, and six studio leaders. Qualifications: university degree or equivalent experience; initiative and strong planning and organizational skills; fluency in Spanish preferred. Salary Range: \$26-32K. Please send your cover letter and résumé to: Maureen Holla, <mholla@higherachievement.org>; Web site: <www.higherachievement.org>.

POPULATION SPECIALIST • Ann Arbor, MI

Position available with the National Wildlife Federation. Duties: initiates grassroots education; lobbies on population and environment issues; supports implementation of state/regional projects; builds coalitions. Qualifications: bachelor's degree (graduate degree desirable) in environmental studies or related field; energetic/self-starter; two years experience in any combination of public education, grassroots organizing, coalition building, policy analysis; ability to travel; commitment to population issues; computer proficiency. Cover letter, résumé and salary requirements to: Karin M. Krchnak, Program Manager, National Wildlife Federation, 1400 16th Street, NW, Suite 501, Washington, DC 20036; email: krchnak@nwf.org; facsimile (202) 797-5486; Web site: <www.nwf.org/population>.

PROGRAM DIRECTOR • Albuquerque, NM

Position available with the Women's Economic Self-Sufficiency Team, a statewide non-profit business assistance organization targeted to low-income women and minorities. Duties: develops, oversees and reports on client services, training programs, program evaluation and staff development. Qualifications: MBA or related business experience; five years program management experience, preferably in micro enterprise field; fluency in Spanish; extensive experience in working with underserved populations. Salary: \$40-48K, plus benefits. Send résumé to Agnes Noonan, Executive Director, 414 Silver SW, Albuquerque, NM 87102; fax: (505) 241-4766.

DIABETES EDUCATOR • Bethel, AK

Position available with Yukon Kuskokwim Health Corporation. Duties: plans, coordinates, and provides culturally appropriate diabetes-related health promotion activities; works with health services and other educational organizations throughout the Yukon Kuskokwim Delta; assists with the maintenance of the diabetes registry; provides education and care for persons diagnosed with diabetes. Qualifications: degree from an accredited institution in nursing, nutrition, pharmacy or other related field; experience in a clinical health setting; two years experience in a cross-cultural health promotion/health education related field. Salary range \$45-65K. For an application: call Amber Norgaard at (907) 543-6148 or 800-478-8905; e-mail: <amber_norgaard@ykhc.org>.

BIOLOGISTS • Alaska and Hawaii

Positions available with Saltwater, Inc. Duties: observe and sample catches onboard commercial fishing boats off Alaska and Hawaii; identify crab and fish; collect, sort, record, and measure representative samples of the catch; record sightings of marine mammals, turtles, and bird life. Qualifications: BS in biology or natural sciences; course in statistics; flexible attitude; strenuous working conditions. Send résumé and transcripts to: Saltwater Recruiting, 132 Theo Drive, Talent, OR 97540; phone: (541) 535-5308; fax: (541) 535-5651.

CHIEF MANAGER • San Francisco, CA

Position available with AIDS Project East Bay. Duties: develops programs and systems; manages contracts; implements procedures; constructs budgets; sets policies and procedures. Qualifications: BA, MA preferred; proven ability to work effectively with diverse people; experience in grant writing, meeting facilitation, and/or events planning; knowledge of HIV policy issues. Please send cover letter and résumé to: AIDS Project of the East Bay, Attn: Executive Director, 1755 Broadway Second Floor, Oakland, CA 94612; fax: (510) 663-7980; e-mail: <gedw938595@aol.com>.

INVESTMENT REP. • United States

Positions available with Edward Jones Investments. Duties: learn investment needs and objectives; deliver appropriate investments to serve those needs and objectives. Find out more by visiting <www.edwardjones.com>; click on Careers, click on Becoming an Investment Representative, click on Changing Careers?, click on Teachers. For more information, contact: Chuck Watts, c/o Edward Jones, 28 E. Locust St., Wilmington, OH 45177; phone: 800-388-0653.

EMPLOYMENT SPECIALIST • Washington, DC

Position available with Catholic Charities DC Refugee Service Center. Duties: assists refugees in finding employment. Qualifications: bachelor's degree; experience working with foreign-born population. Please send cover letter and résumé to: Catholic Charities DC Refugee Service Center, 1501 Columbia Road NW, Washington, DC 20009; phone: (202) 667-9000; fax: (202) 667-3420; e-mail: <dangt@catholiccharities.org>.

INTERNATIONAL**SPECIAL ED. TRAINER • Dominican Republic**

Positions available from 1/12/02 through 5/10/02 with CHP International, a training and technical assistance provider for Peace Corps. Qualifications: degree in special education; RPCV (or comparable development worker experience); bilingual English/Spanish; experience in teacher training and working with parents of special education children; basic understanding of competency-based training, non-formal education and experiential learning. To apply, send résumé to: Jim Kelly, CHP International, Inc., <jkelly@chpinternational.com>.

FINANCE DIRECTOR • Kinshasa, DRC

Position available with Population Services International. Duties: oversees the financial and administrative management of a growing multi-million dollar USAID program for condom social marketing; assists in new project design and strategic planning. Qualifications: two years work experience in a developing country; strong accounting and finance background with proven management skills in the private sector or with a PVO/NGO; familiarity with USAID regulations; fluency in French. Send résumé and cover letter to: PSI Recruitment, ref. DRC Director, 1120 19th Street NW, Suite 600, Washington, DC 20036; fax: (202) 785-0120; e-mail: <Recruitment@psi.org>.

ADVISORS/CONSULTANTS • Worldwide

Positions available with Shorebank Advisory Services, a leader in US and international development finance. Qualifications: minimum five years experience in one or more of the following areas: commercial lending; real estate lending; micro finance; loan portfolio; MIS development and management; financial institution management and analysis; near-equity and equity investing; specialized training of entrepreneurs and financial professionals; knowledge of a second language and prior experience in transitional or emerging economies a plus. Applicants should forward a detailed résumé via e-mail to: <Esther_Park@sbk.com>.

COUNTRY REPRESENTATIVE • Burundi

Position available with Catholic Relief Services. Duties: leads and manages program to provide guidance in developing the Annual Plan; manages and develops food security, HIV/AIDS, justice, and emergency procedures; develops annual program budgets and staff capacity strategies; encourages principles of a just workplace. Qualifications: MA in international development or related field; three to five years relevant management in developing country environment; fluency in French; ability to communicate clearly regarding regional and national strategies. Please submit application by e-mail including req. no. 101 067 and source code PEACE to: <CRS@rpc.webhire.com>; Web site: <www.catholicrelief.org>.

HOUSING SPECIALIST • Worldwide

Positions available with Cooperative Housing Foundation. Duties: develop innovative housing and business reconstruction effort. Qualifications: experience in designing programs to stimulate housing sector both from the supply and demand sides; previous work experience in the Balkans in housing or nonprofit financial sector; computer literate, flexible, and able to travel. To apply, qualified candidates need to send a résumé with salary requirements, dates available, and whether they are interested in a short or long term assignment, to: Cooperative Housing Foundation, fax: (301) 587-7315; e-mail: <hrrec@chfhq.org>.

*** FELLOWS • Worldwide**

The Population Fellows Programs offer two-year fellowships to individuals with advanced graduate degrees. Population Fellows are placed with organizations to improve family planning and reproductive health programs. Population-Environment Fellows work on projects that combine assistance for threatened environments with attention to the population dynamics and reproductive health. 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: <pop.fellows@umich.edu> or <popenv@umich.edu>; Web site: <www.sph.umich.edu/pfps>.

HOT! OPPORTUNITIES

CAREER FAIR

What:

Meet and talk one-on-one with representatives from 20 organizations who are interested in hiring returned Peace Corps Volunteers.

Please bring copies of your resume for distribution.

When:

Wednesday, October 31
5 P.M. - 8 P.M.

Where:

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



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

INSTRUCTOR • Niigata, Japan

Position available with Intensive English Program (IEP) at Southern Illinois University Carbondale in Niigata (SIUC-N). Duties: teaches English; participates in school/dorm events; supervises club activities; advises students; participates in recruitment activities, school promotional events, and other programs; attends faculty meetings. Qualifications: master's in ESL or Applied Linguistics; experience teaching in an ESL program in an academic setting. Salary: \$27K, free housing and telephone line (not free phone calls). Please send a résumé and cover letter to the attention of Cyndi Peterson, Chairperson of the IEP Hiring Committee, fax: (81) 254-43-6202; e-mail: <siuc_n@yahoo.com>.

VARIOUS • Worldwide

GoConsultancy offers RPCVs the opportunity to make their résumés accessible to top organizations worldwide. Subscribing organizations query GoConsultancy's database to fill a range of positions – from entry level to senior management – from short term consultants to permanent staff – from home offices to ex-patriate posts. For more information, contact: GoConsultancy, phone: 888-507-9330; e-mail: <wdc@goconsultancy.com>; Web site: <www.goconsultancy.com>.

PLANNERS • Pago Pago, American Samoa

Positions available with the Department of Commerce, American Samoa Government. Duties: participate in community, economic, tourism, or environmental development programs; plan and manage community and economic development projects; assist with land use permit systems; develop long- and short-range plans. Qualifications: master's degree in planning from accredited institution and four years planning experience; planning experience in underdeveloped countries or Pacific Region; preparation of planning or environmental documents. Salary up to US \$33K plus subsidized housing, travel, partial relocation. Please contact: Jim Regan-Vienop, Environmental Planner, phone: (684) 633- 5155; e-mail: <asenvplan@yahoo.com>.

FELLOWSHIPS • Eastern Europe and Eurasia

Positions available with Civic Education Project, a non-profit organization dedicated to higher education reform, for the 2002-2003 academic year. Duties: teach a variety of social science, law and journalism courses in English; collaborate with local colleagues on curriculum development and outreach projects. Qualifications: graduate degree in social sciences/law/journalism and some teaching experience. Fellowship includes housing, stipend, airfare, book allowance, and language lessons. For application/information, contact: Civic Education Project, 1140 Chapel Street Suite 2A, New Haven, CT 06511; phone: (203) 781-0263; fax: (203) 781-0265; e-mail: <cep@cep.yale.edu>; Web site: <www.cep.org.hu>.

EDUCATION

*INDIANA UNIVERSITY • Bloomington, IN

The School of Public and Environmental Affairs at Indiana University offers a two-year master of public affairs or master of science in environmental science degree to RPCVs as preparation for careers in the nonprofit, private, or public sectors. Contact: The School of Public and Environmental Affairs, Graduate Programs Office, SPEA 260, Indiana University, Bloomington, IN 47405; phone: 800-765-7755; e-mail: <speainfo@indiana.edu>; Web site: <www.spea.indiana.edu>.

*TULANE UNIVERSITY • New Orleans, LA

Tulane University School of Public Health and Tropical Medicine has rolling admissions and is now accepting applications for summer and fall 2001 entrance from RPCVs interested in public health. For more information, contact: Veronica Rodriguez, Peace Corps Coordinator, phone: (800) 676-5389 or direct (504) 988-6737; e-mail: <vrodrig@tulane.edu>; Web site: <www.sph.tulane.edu>.

*BARD COLLEGE • Annandale, NY

Bard College offers a graduate program leading to a Master of Science in environmental policy that prepares students for environmental careers in nonprofit organizations, government, and the private sector. Curriculum features integrated application of natural and social sciences to environmental problems and responses as well as practical knowledge necessary to understand the legal, political, socioeconomic, cultural, and ethical forces influencing decision-making. Features include: modular structure of courses; communication strategies, and leadership training. Small classes ensure close mentoring of student career preparations. Contact: Bard Center For Environmental Policy, Bard College, Annandale-on-Hudson, NY 12504-5000; phone: (845) 758-7071; e-mail: <cep@bard.edu>; Web site: <www.bard.edu/cep>.

*CLARK UNIVERSITY • Worcester, MA

One full-tuition scholarship is available to an RPCV for an MA through the International Development, Community Planning, and Environment (IDCE) Department. Programs are for development specialists interested in careers in community-based development, environmental impact assessment, gender analysis, or local management of resources. Three graduate programs: international development, community development, and environmental science and policy are 18 to 24 months. The intensive 12-month GIS program provides GIS, global positioning system, and remote-sensing skills related to development issues. RPCVs are encouraged to apply by 1/15/2002. For application, contact: Liz Owens, IDCE Programs, Clark University, Worcester, MA 01610-1477; phone (508) 793-7201; fax (508) 793-8820; e-mail: <IDCE@ClarkU.edu>; Web site: <www2.clarku.edu/departments/idce>.

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Another helpful aspect of the national network, as RPCV Dana Inerfeld (Ukraine, 1997-99) pointed out, is that RPCVs across the country may be willing to lend a hand while you're traveling. Since many RPCVs are itinerant by nature—you could swear those backpacks are surgically attached—they may not mind putting you up for a few nights. Inerfeld, who applied to MBA programs last year, suggests that RPCVs hoping to visit a graduate school ask to stay with other returned Volunteers for a short time to save on hotel expenses.

Although I was not applying to graduate school in late 1998, I did follow Inerfeld's advice for professional reasons. While living in New York, I was given two weeks' notice of a job opportunity in Washington, D.C. I didn't know anyone in the area, but within that short period of time, I successfully connected with a returned Volunteer who worked at Peace Corps headquarters. He offered me a temporary place to stay until I could find a permanent residence.

Career Information Consultants

If you're interested in making contact with an RPCV in a particular profession, or are interested in information about a specific job field, you might find that the above methods for connecting with RPCVs rely a little on serendipity. One reliable source for reaching the returned Volunteers who can give you advice on transitioning back into the world of employment is the *Career Information Consultants (CIC)* directory published by RVS. The CIC lists the names and contact information for hundreds of returned Volunteers from a wide range of job fields who are willing to give advice to other RPCVs. Since they offer this information to assist RPCVs who are busily hunting for jobs, take advantage of the opportunity to call and ask questions.

In Summary

I've presented only a few examples of how you might think about connecting with other RPCVs within a network that is thousands strong. There is no single formula for success. Nevertheless, much depends on how you address those two important questions: "What do I do now?" and "How do I take my first steps to get there?" RPCVs can lend a lot of assistance—informational, professional, personal, and even residential.

Because many have gone before you and understand your situation, a lot of RPCVs will be glad to help out. You're lucky to be part of such a large community of individuals, luckier in fact, than others who may not have a similar support system. This will probably make it easier for you to successfully transition into the next phase of your life. Before you know it, you'll be on the path you want to follow—into the future.

MICHIGAN STATE U. • East Lansing, MI

The Department of Agricultural Economics provides full funding for qualified RPCVs admitted to the M.S. or Ph.D. program. Department projects in Africa and Latin America offer unique research opportunities for students. Many of the 40 faculty and 70 students have overseas experience, often as PCVs. RPCVs can find excellent training and placement support for public and private sector careers in the U.S. or abroad. Contact: Eric Crawford; phone: (517) 355-4563; e-mail: <aecgrad@msu.edu>; Web site: <www.aec.msu.edu/agecon/>.

NOVA SOUTHEASTERN U. • Fort Lauderdale, FL

The Graduate School of Humanities and Social Sciences at Nova Southeastern University (NSU) offers programming in the areas of conflict analysis and resolution, family therapy, family studies, peace studies, and college student personnel administration. The School features innovative, collaborative post-baccalaureate programs that address academic enrichments and career advancements for students through the humanities, social sciences, and interdisciplinary studies. For more information, please contact NSU at: (800) 262-7978; email: <shss@nova.edu>; Web site: <www.nova.edu/shss>.

***UNIVERSITY OF VERMONT • Burlington, VT**

The Field Naturalist and Ecological Planning Master's Degree Programs at the University of Vermont provide collaborative, integrative, multi-disciplinary field training in landscape ecology, environmental problem solving, and ecology-based land-use planning. Field naturalists focus mainly on integrating ecology, botany, zoology, geology, hydrology, and soil science. Ecological planners focus on integrating the social dimensions of environmental understanding with the field naturalist approach. RPCVs are encouraged to apply. For more information, contact: Field Naturalist /Ecological Planning Program, Dept. of Botany, University of Vermont, Burlington, VT 05405; phone: (802) 656-2930; Web site: <www.uvm.edu/~wpoleman/fnwebpage.html>.

***BRANDEIS UNIVERSITY • Waltham, MA**

The Sustainable International Development Program of Brandeis University offers a two-year Master of Arts Degree (one year in residence and one year of practical training, fieldwork or advanced study). SID's programs have gained international recognition over the past eight years for their innovation in examining models of development, for their achievements in reducing poverty and inequality, in raising quality of life, in enhancing the status of women, and in conserving the biodiversity of fragile environments. SID gives special consideration to RPCVs and offers some scholarship assistance, including waiving the \$50 application fee. Please call the SID office at (781)-736-2770; e-mail: <sidrecruit@brandeis.edu>; Web site: <heller.brandeis.edu/sid>.

INTERN/VOLUNTEER**INFORMATION SPECIALIST • Washington, DC**

Position available with Self Reliance Foundation. Duties: links Spanish-speaking callers to local community resources; answers calls from radio listeners; conducts a needs assessment while documenting data in a comprehensive database; gives callers information or a referral to a local service provider. Please send cover letter and résumé to: Maite Arce or Richard Pierce, phone: (202) 661-8087 or (202) 661-8059; fax: (202) 547-2976 or (202) 547-2976; e-mail: <richard@hrm.org> or <maite@selfreliancefoundation.org>.

PAID FELLOWSHIPS • Washington, DC

Four, six-month fellowships available with Zero Population Growth, a national, nonprofit organization working on population and environment issues. Two sessions per year, deadline for Jan-June is Oct. 15, for July-Dec. is April 15. One fellowship is available in each of the following areas: field and outreach, population education, government relations and media/communications. Qualifications: excellent writing and communication skills. Small stipend and benefits. Send cover letter, résumé, and two writing samples to: ZPG Fellowship Program; 1400 16th St., NW, Suite 320; Washington, DC 20036; phone: (202) 332-2200 or 800-767-1956; fax: (202) 332-2302; e-mail: <activist@zpg.org>.

VOLUNTEER/FARMING • Mesopotamia, OH

Position available with Hopewell Inn, a therapeutic farm community for adults with mental illness. Duties: leads small groups of residents through daily farm tasks (including include livestock care, gardening, grounds keeping, or making maple syrup) as a part of their treatment program; provide informal counseling. Qualifications: well-rounded mature individual who is ready to serve others; experience or education in Human Services preferred. Benefits: \$250 monthly stipend, room in farmhouse and meals. Please send résumés to: Betsie Arvin, Hopewell Inn, P.O. Box 193, Mesopotamia, OH 44439; phone: 800-632-0455; e-mail: <hopewell@orwell.net>.

***CONSERVATION ASSOCIATES • Naples, FL**

Positions available through The Conservancy of Southwest Florida. Positions at the Naples Nature Center include environmental policy, land acquisition, Museum of Natural History, summer day camp, school programs, and wildlife rehabilitation clinic. Positions at the Briggs Nature Center include environmental interpreters. Positions are available on a rotating basis. Applicants must be at least a junior in college or graduates with a background in biology, conservation, wildlife, research, teaching, elementary education, environmental education/science, marine, or related fields. For information, request an application from: Sharon Truluck, Human Resources Director, The Conservancy of Southwest Florida, 1450 Merrihue Drive, Naples, FL 34102; phone: (941) 403-4213; e-mail: <humanresources@conservancy.org>.

PAID INTERNSHIP • Philadelphia, PA

Position available with Opportunities Industrialization Centers International, Inc., a development organization. Duties: assists in preparation of grant proposals including program research, editing and compilation of proposal elements; develops team public relations materials; performs administrative tasks such as filing, photocopying, binding, and preparation of correspondences, financial paper work and travel arrangements; provides support to the team as necessary. Qualifications: bachelor or master's degree in relevant field; excellent writing, communication, research and organizational skills; ability to work independently and as a team player; ability to carry out multiple tasks efficiently; strong computer literacy; good interpersonal skills and detailed-oriented; proficiency in a second language. Please contact OIC International at: (215) 842-0220; Quy Nguyen, at extension 124, Vice-President, EBD, <quynguyen@oici.org> and Caroline Shenaz Hossein, Director, EBD at extension 23, <chossein@oici.org>.

VOLUNTEER OPPORTUNITIES • Boston, MA

Position available with One With One, an organization that trains and pairs tutor/mentors with international newcomers. Duties: partner and work with a newcomer enrolled in the Office Skills Training Program; help him/her to improve their English and develop the skills and confidence needed to excel in the workplace. Partners meet for three hours each week for nine months, in the evenings or weekends. Weekend training workshops are offered to prepare tutors for their partnerships and provide training and support during the nine-month partnership. For more information, please call (617) 254-1691; or e-mail: <cateowo@aol.com>.

MENTORS • Washington, DC

Positions available with the National Albanian American Council. Duties: serve as mentor for its Hope Fellowship Program. Women fellows from Kosovo will be involved in a three-month women's leadership training program in Washington, DC. The objective of the program is to foster leadership skills in qualified women who may not otherwise have the opportunity to fulfill their true potential. For more information, please contact: Alysia Johnson at (202) 466-6900; e-mail: <ajohnson@naac.org>.

YOUNG LEADERSHIP FELLOWS • Russia

The Bureau of Educational and Cultural Affairs (ECA) of the U.S. Department of State and the International Research and Exchanges Board (IREX) announce the 2002-2003 Young Leadership Fellows Program. The YLF Program provides funding for one year of hands-on volunteer work in the Russian public sector, a professional internship, and academic study at a Russian university. Qualifications: U.S. citizenship; bachelor's degree; demonstrated leadership in the public sector; proficiency in Russian. For more information, contact: IREX, phone: (202) 628-8188; e-mail: <yflf@irex.org>; Web site: <www.irex.org/programs/yflf>.



***CONSERVATION ASSOCIATES • Naples, FL**
Positions available through The Conservancy of Southwest Florida. Naples Nature Center: environmental policy, land acquisition, Museum of Natural History, summer day camp, school programs, and wildlife rehabilitation clinic. Briggs Nature Center: environmental interpreters. Positions are available on a rotating basis. Applicants must be at least a junior in college or graduates with a background in biology, conservation, wildlife, research, teaching, elementary education, environmental education/science, marine, or related fields. For information, request an application from: Sharon Truluck, Human Resources Director, The Conservancy of Southwest Florida, 1450 Merrihue Drive, Naples, FL 34102; phone: (941) 403-4213; e-mail: <humanresources@conservancy.org>.

PEACE CORPS' FELLOWS

***GEORGE MASON U. • Fairfax, VA**
GMU's School of Education, FAST TRAIN program, offers an elementary licensure program with an optional Master's in Education. Cohorts begin in January; after taking four courses, fellows are placed in schools in the Washington, D.C. metro area. Those who wish to teach overseas can begin the program anytime. The licensure program consists of six courses that can be completed in one year while working in the schools. All tuition is charged at the in-state rate (currently, \$573 per course). Contact Jack Levy or Lynn Walker Levy, phone: (703) 993-3689 or (703) 993-3602; e-mail: <jlevy@gmu.edu> or <lwalker3@gmu.edu>.

***U. OF MARYLAND • College Park, MD**
Shriver Peaceworker Program seeks RPCVs interested in integrating community service, ethical reflection and graduate studies in Community Planning and Urban Studies. Peaceworkers enroll in a two-year sequence of seminars in ethical reflection, and are appointed to community service internships. RPCVs must apply and be admitted separately to the Urban Studies program at The University of Maryland (call Sidney Brower at (301) 405-6796 for an application to Urban Studies). The assistantship covers tuition, stipend and health insurance. Complete applications to both Programs are due by 1/15/02. For a Peaceworker on-line application contact <www.Shrivercenter.org>, or call (410) 455-1802.

ARIZONA STATE U • Tempe, AZ
The Peace Corps Fellows Program at Arizona State University has several fellowships available for RPCVs interested in pursuing a master's level degree. ASU will provide tuition waivers and research assistantships, in partnership with surrounding cities in the Phoenix Metropolitan area. For more information please contact: Marilyn Singleton or Dr. Marjorie Zatz, Arizona State University, Graduate College, Box 871003, Tempe, AZ 85287-1003; e-mail: <Marilynn.singleton@asu.edu>.

Crisis Corps in Need of Volunteers

El Salvador Post-Earthquake Assistance

Crisis Corps is recruiting Volunteers to aid El Salvador in earthquake recovery and reconstruction efforts. RPCVs must have experience in Latin America (preferably Central America). Assignments are for six months, with a minimum three- or four-month commitment. Excellent Spanish skills are required.

Current assignment: Water and sanitary waste systems volunteer for NGO (experience in water and waste management).

Please note: Crisis Corps anticipates future assignments in El Salvador.

HIV/AIDS Africa Assignments

The following assignments require previous African work experience, a six-month commitment, and HIV/AIDS work/volunteer experience. Additional qualifications listed.

Kenya:

1. HIV/AIDS trainer volunteer (HIV/AIDS training and ICE development experience).
2. Project management volunteer for NGO (two years of community and NGO development experience and one to two years work or volunteer experience in any HIV/AIDS field).

Malawi:

1. Organizational and staff development volunteer for youth oriented volunteer-staffed NGO (experience with a community based organization and HIV/AIDS programs in Africa).
2. Organizational development volunteer for community-based AIDS and orphan care organization (experience working with a community-based organization in HIV/AIDS and office and personnel management skills).

Togo:

1. Technical assistance and training volunteer for family planning NGO (project management and evaluation, HIV/AIDS, and workshop facilitation experience, fluent French).
2. Technical assistance and training volunteer for HIV/AIDS advocacy organization (project management and evaluation, HIV/AIDS, and HIV pre- and post test experience, fluent French).

RPCVs interested in these assignments should submit an application and résumé to the Crisis Corps. An application and additional position information can be downloaded from the Crisis Corps Web site at: <www.peacecorps.gov/crisiscorps>; or call 800-424-8580, ext. 2250; or e-mail: <crisiscorps@peacecorps.gov>.

***U. OF SOUTH CAROLINA • Columbia, SC**

The University of South Carolina has fellowships for RPCVs fluent in Spanish to pursue a graduate degree and work with an innovative community development project empowering the growing Latino population in South Carolina. Duties: works on development of cultural competency training; statewide workshops; Spanish interpretation, and translation. Fellowship includes monthly stipend and tuition reduction. Qualifications: bachelor's degree; RPCV; fluent in Spanish; experience working in Latino communities. Contact: Wendy Sellers Campbell, HABLA Project, Center for Child and Family Studies, College of Social Work, University of South Carolina, Columbia, SC 29208; phone: (803) 777-8127; e-mail: <habla@gwm.sc.edu>.

***NOTRE DAME • Baltimore, MD**

Shriver Peaceworker Program seeks RPCVs interested in obtaining a Masters degree in Non-profit Management at the College of Notre Dame of Maryland. Peaceworkers enroll in a two-year sequence of seminars in ethical reflection at The Shriver Center, and are appointed to community service internships. RPCVs must be admitted separately to each program. For the graduate application please contact Ann Breihan (410) 532-5554 or send an electronic message to: <gradadm@ndm.edu>. The assistantship covers tuition, stipend and health insurance. Completed applications to both Programs are due by 1/15/02. For a Peaceworker application contact: <www.Shrivercenter.org>, or call (410) 455-1802.

When responding to a listing: please indicate with a cover letter that you are a Returned Peace Corps Volunteer submitting your résumé in response to a **HOTLINE** announcement. Questions concerning positions should be addressed to the advertiser, **NOT** to Returned Volunteer Services. **HOTLINE** is published twice monthly for the use of RPCVs and should not be posted on bulletin boards or passed on to non-RPCVs. Peace Corps has no control over, nor responsibility for **HOTLINE** advertisers, nor do we have personal knowledge relating to working conditions of advertised opportunities. If you have any complaints about an advertiser, please write and let us know.

PLEASE CHECK APPROPRIATE BOX AND ENCLOSE IN SEPARATE ENVELOPE:

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

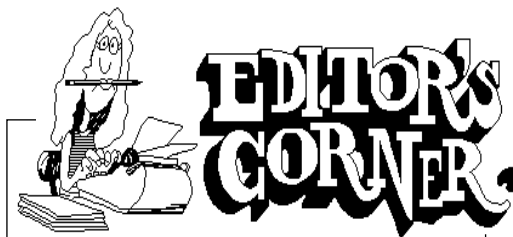
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Address _____

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., Peace Corps, 1111 20th St., NW, Washington, D.C. 20526. Changes cannot be made without this form nor over the phone. Please allow 4-6 weeks for any changes to take effect.



Holiday Closing

In observance of Columbus Day, the Peace Corps will be closed on Monday, October 8, 2001.

Seeking Suggestions

If you have article ideas or would like to see a particular career topic covered in the *Hotline*, please send your suggestions to <hotline@peacecorps.gov>. Thanks!

October Career Event

“International Management Careers: Opportunities and Strategies”

Marcella Simon Peralta, former foreign service officer and director of career services for the MBA programs at George Washington University and American University in Washington, D.C., will explore international career opportunities. She will address the questions: What, in today's global economy, is an international manager? Who hires international managers? Where do you go to research international job opportunities?

When and Where:

October 24, 2001
12 noon–1:30 p.m.
Paul D. Coverdell Peace Corps Headquarters, 1111 20th St., NW
Shriver Conference Room A
Washington, D.C. 20526

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

AMERICORPS/VISTA

COORDINATOR • Montgomery County, MD

Position available with Habitat for Humanity. Duties: develops and coordinates local affiliate operations; works closely with the board of directors and various committee chairs. Qualifications: must work well with community groups and volunteers; good organizational and planning skills; good communication skills, written and oral; Microsoft Word, Access, Excel and Internet skills. Benefits: VISTA stipend of \$10K, annual and sick leave, emergency medical insurance, mileage reimbursement, student loan deferment, education award after one year, flexible work hours. Contact: Habitat for Humanity, phone: (301) 962-3720; fax: (301) 962-3721; <office@habitat.montgomery.md.us>.

VISTA LEADER • Baltimore, MD

Position available with Greater Homewood Community Corporation. Duties: recruits; supports VISTA supervisor; prepares new material; creates and maintains VISTA database; acts as liaison between VISTAS and staff. Qualifications: RPCV; program management experience. Send résumé to Susan Flieschmann 3503 N. Charles Street, Baltimore, MD 21218; phone: (410) 261-3501; fax: (410) 261-3506; e-mail <ggese@greaterhomewood.org>.

HOTLINE NOTICE

Returned Volunteer Services produces and distributes *Hotline* to returned Peace Corps Volunteers for two years following their COS date. If your service ended in September 1999, then this issue of *Hotline* is the last one that will be sent to you.

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