

# HOTLINE



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

## HOT RESOURCES

### Career Events

October 19—Washington, D.C.  
November 4—New York, N.Y.

See display ads in this issue for details.

### Returned Peace Corps Volunteer FAQs

To answer your frequently asked questions, such as:

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

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

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

visit

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

### Peace Corps HOTLINE

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Editor  
Manager, Returned Volunteer Services

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

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

## PUBLIC SECTOR

### FIELD ENGINEERS • AZ, NM

Engineering positions available with the Indian Health Service, a division of the U.S. Public Health Service. Duties: manage water and sanitation projects on the Navajo reservation, including engineering design and construction supervision. This is an opportunity to continue engineering work similar to Peace Corps work. These projects provide first-time service to Navajo families that do not have water in their homes. The Navajo Nation is the largest Native American reservation in the United States and one of the most traditional. Qualifications: B.S. or higher in civil or environmental engineering. Deadline for applications: 10/29/2004. For information, contact: Jeff Nolte, director at phone: 520.871.5857; address:

Office of Environmental Health, PO Box 9020, Window Rock, AZ 86515; fax: 520.871.1462

### TEACHERS • MS

The Teacher Corps is a two-year program that offers a full scholarship for a master's degree in education from the University of Mississippi, a starting salary of \$30,000, benefits, textbooks, a stipend and housing during summer training, teacher certification, and continuous field support. No previous education coursework or experience is required. The program is administered by an RPCV. Download an application at [www.mtcorps.net](http://www.mtcorps.net). Deadlines: February 15, 2005 and April 15, 2005. For more information, contact at phone: 1.800.884.7606; e-mail:

[mtc@olemiss.edu](mailto:mtc@olemiss.edu); or write to Mississippi Teacher Corps, School of Education, PO Box 1848, University, MS 38677-1848.

## PRIVATE SECTOR

### RESEARCH ASSOCIATE • DC

Position available with the Academy of Educational Development (AED). Duties: provides timely and thorough research and information assistance to Africa bureau staff and overseas missions of the U.S. Agency for International Development (USAID); maintains a reference collection and online reading room. Qualifications: bachelor's in African studies, international development, international relations, or related field; master's preferred; minimum three years' relevant experience; experience in or knowledge of development in Africa; experience with computerized information services, especially online databases, and strong Internet searching skills; experience with an international development organization and knowledge of the organization and operation of USAID preferred; French language skills highly desirable. U.S. citizenship required. Send résumé and cover letter, referencing position #KN4348pc to AED/HR, 1825 Connecticut Avenue, NW, Washington, DC 20009; fax: 202.884.8413; e-mail: [employ@aed.org](mailto:employ@aed.org). Full job description at [www.aed.org](http://www.aed.org). Only applicants selected for interviews will be contacted.

### NURSE, RN • Washington, DC

Part-time position available with La Clínica del Pueblo, a free, nonprofit health clinic serving Latinos and others in Washington, D.C. Duties: assists professional staff in providing clinical services to assigned clinic. Qualifications: graduate of an accredited professional nursing school and current RN licensure to practice in the District of Columbia; two years'

## Promote World Peace and Friendship During Peace Corps Week February 28–March 6, 2005

As Peace Corps Volunteers, you helped promote cross-cultural understanding overseas. Now you can do the same at home.

Join thousands of other RPCVs in celebrating the Peace Corps' 44th anniversary. Share your overseas knowledge and insights with your community—and help Americans nationwide increase their understanding of the world and its people.

You will soon receive a brochure inviting you to sign up for Peace Corps Week 2005. Online registration is available at the Peace Corps Week website: [www.peacecorps.gov/pcweek](http://www.peacecorps.gov/pcweek). The site includes ideas, suggestions, and resources to help you set up your presentation.

For more information, e-mail [pcweek@peacecorps.gov](mailto:pcweek@peacecorps.gov), or call 800.424.8580 (press 2, then ext. 1961).

experience in related work; reading and writing proficiency in Spanish and English required; two years' experience working in a Latino community preferred. Send résumé, including salary requirements in cover letter, to fax: 202.332.0085; e-mail: RESUME@LCDP.ORG; or address: La Clínica del Pueblo, Admin., 2831 15th Street, NW, Washington, DC 20009.

**FIELD REP. IN WAITING • Various locations**  
Position available with Population Services International (PSI). Duties: spends several months providing support to PSI programs from headquarters in Washington, D.C.; manages and supports social marketing operations in the field. Qualifications: two or more years' development work experience; fluency in a second language; relevant private-sector experience; knowledge of international health and development issues; flexibility to work overseas; and graduate degree in relevant field desirable. Deadline for applications: 11/15/2004. Please apply online at [www.psi.org](http://www.psi.org).

**ASS'T PROGRAM COORDIN. • DC**  
Position available with Management and Engineering Technologies International, Inc. (METI). Duties: works on Latin America forestry and natural resources projects; prepares grants and agreements; organizes travel; monitors and reconciles budgets; develops work plans and reports; based in Washington, D.C., as part of a regional team. Qualifications: ability to work with diverse partners (government, NGOs, private sector, academia) essential; Spanish fluency; natural resources background; experience living and working in Latin America required; Portuguese fluency a plus. METI

has benefits, including a 401-K plan. Deadline for applications: November 15, 2004. Send résumé by e-mail to [mrosalez@meticorp.com](mailto:mrosalez@meticorp.com); or via fax: 915.772.2253.

**INFORMATION SPECIALISTS • DC**  
Positions available with IFES—Democracy at Large. Duties: organize and increase all information resources; manage the process of digitizing and electronic collection of materials in the library; maintain all resources in and for the library; incorporate all new materials into the library; provide electronic reference and general service to the public; maintain professional decorum and appearance of the library; provide general administrative support. Qualifications: master's degree or equivalent in library science; minimum of three years experience. Send résumé and cover letter to [jobs@ifes.org](mailto:jobs@ifes.org), referencing job requisition #38-04 R&C/Info Specialist in the subject line.

**TEACHERS • New York, NY**  
Positions available with the June 2005 NYC Teaching Fellows program. Duties: teach high-need subject areas, such as math, science, Spanish, and bilingual education; use diverse experience and knowledge to positively affect the lives of students while working toward a subsidized master's degree in education. No teaching experience or previous coursework in education is required. Deadline for applications: 3/2005. Apply at website: [www.nycteachingfellows.org](http://www.nycteachingfellows.org).

**\*ORGANIZER-IN-TRNG. • Various locations**  
Service Employees International Union organizers help working people win dignity and respect on

the job. Using innovative tactics, together they challenge some of the largest and most powerful corporations in the world—and win. Qualifications: excellent communication skills/judgment; ability to work with people from diverse backgrounds/cultures; commitment to justice for workers; willingness and stamina to travel and work long and irregular hours. Positions are available nationwide on an ongoing basis. Salary begins at mid \$20K to low \$30K with excellent benefits. Complete details available online at website: [www.seiujobs.org](http://www.seiujobs.org). Send cover letter and résumé to fax: 202.898.9016; or e-mail: [svartm@seiu.org](mailto:svartm@seiu.org).

**4-H COMMUNITY EDUCATOR • Mt. Morris, NY**  
Position available with Cornell Cooperative Extension to direct program delivery and community education in 4-H youth development. Duties: provides support and input into program delivery, evaluation, marketing, and community connections; coordinates activities and learning experiences in food and nutrition, clothing and textiles, home and creative arts, human development, and youth community action. For more information, visit [www.cce.cornell.edu/careerops/4H\\_Livingston.htm](http://www.cce.cornell.edu/careerops/4H_Livingston.htm). Deadline: 10/22/2004. Send letter of intent and résumé to 4-H Community Educator Position, Cornell Cooperative Extension, 158 Main Street, Mt. Morris, NY 14510.

**SCHOLARSHIP APP. PROCESSORS • VA**  
Positions available in Arlington, Virginia, to help administer national high school scholarship program with a Washington, D.C., education association. Duties: assist with processing large volume of scholarship applications; document screening; package materials. Qualifications: detail-oriented; follow directions well; work independently; team player; ability to read large amount of material; flexible; willing to do a variety of tasks. Forty-hour week beginning around 1/10/2005 (TBD) and lasting for approximately two weeks, including Martin Luther King holiday. Salary: \$11/hr with some benefits. Near Metro stop. Deadline for applications: December 17, 2004. Contact at phone: 703.237.8006; e-mail: [fc@corestaff.com](mailto:fc@corestaff.com).

**WILDERNESS INSTRUCTORS • Hewitt, NJ**  
Positions available with Project USE. Duties: plan and prepare; teach safety and facilitate group program activities for a year-round, 1- to 21-day adventure/experiential education program for children and adults; teach activities, such as teambuilding and leadership skills training, high and low ropes courses, backpacking, canoeing, kayaking, environmental education, and rock climbing. Qualifications: 21 years or older; some teaching and basic outdoor background; good physical health. Contact Jen Reich, Project USE, PO Box 837, Red Bank, NJ 07701; phone: 732.219.7300; fax: 732.219.7305; e-mail: [projectuse@monmouth.com](mailto:projectuse@monmouth.com); website: [www.projectuse.com](http://www.projectuse.com) (to download application).

**PROG. ANALYSTS/PROG. ASSOCIATES • DC**  
Positions available with American International Health Alliance. Qualifications: bachelor's degree; exceptional organizational and analytical

# HOT! OPPORTUNITIES

## PEACE CORPS WEEK DATABASE ASSISTANT • Washington, DC

Position available with the Peace Corps to assist with Peace Corps Week (February 28 through March 6, 2005). This full-time position runs 12/13/2004 through 3/18/2005 in the Peace Corps Office of Domestic Programs. Duties: enters data from incoming reply cards sent in by RPCVs; responds to e-mail and telephone inquiries about Peace Corps Week; maintains database. Qualifications: excellent written and oral communication skills; careful attention to detail; ability to handle multiple projects simultaneously; data entry experience. Salary: \$16.55/hour (FP-7/01). Send cover letter and résumé to Peace Corps Week Coordinator, Domestic Programs, 2nd Floor, 1111 20th Street NW, Washington, DC 20526; fax: 202.692.1421.

## TECHNICAL TRAINERS • Ecuador

Positions available with Peace Corps Ecuador: three technical trainers to design and implement a 10-week pre-service training in: 1. conservation of natural resources; 2. small animal production; and 3. sustainable agriculture/ag-Business. Desired qualifications: English and Spanish fluency; field work and cross-cultural experience in the particular area; professional experience and education in the particular area; experience in small business development and income generation; experience in training; and knowledge of participatory planning and gender issues. Work experience in Ecuador and with the Peace Corps is strongly preferred. Contract period is approximately January 24–April 29, 2005. Closing date: 11/12/2004. Send résumé and cover letter indicating the position and related experience to Peace Corps/Ecuador, APCD/Training Manager, Casilla 17-08-8624, Quito, Ecuador. Phone: 593.2.227.6300; fax: 593.2.227.3763; e-mail: [ssilva@ec.peacecorps.gov](mailto:ssilva@ec.peacecorps.gov).

skills; education, preferably in a health or health-related field; experience working for an international organization or overseas; excellent written and oral communication skills; strong problem-solving skills; and an understanding of program budgeting and administrative processes required to implement program. Fax résumé/curriculum vitae with cover letter and salary history to 202.789.1140; or e-mail: hr@aiha.com.

#### **GLOBAL VILLAGE COORDINATOR • AR**

Position available with Heifer International, a nonprofit, world hunger organization. Duties: coordinates the Global Village overnight program; trains/supervises volunteers and interns; conducts Global Village tours and maintenance, development, and implementation of new education programs for current and new Global Village. Qualifications: team-oriented individual with strong skills and leadership ability to develop/implement a program focused on the Global Village located at Heifer Ranch, a 1,200-acre experiential education center; B.S. degree in related field, plus two years' related experience. Prior experience in facilitating experiential learning programs and in program/curriculum development is required. Starting salary: \$29,000–32,670. For more information, detailed job description, and downloadable application, visit [www.heifer.org](http://www.heifer.org). Send résumé, cover letter, and application by 10/20/2004 to HR at fax: 501.907.2820; or e-mail: [jobs@heifer.org](mailto:jobs@heifer.org).

#### **FINANCIAL EDUCATOR • Philadelphia, PA**

Position available with Primerica. Duties: helps families solve financial problems. Flexible hours. To apply, call Paul Catan at 215.816.9064.

#### **V.P. OF DEVELOPMENT • Rockford, IL**

Position available with the Haitian Project, Inc., a nonprofit organization that operates a tuition-free Catholic boarding school. Duties: maintains the quality of and furthers the development of programs involving staff development, construction and maintenance, community service, and alumni placement; trains new staff; serves as a liaison for international volunteers. Qualifications: B.A./B.S.; proficiency in English, French, or Creole; experience in construction and international development. Send cover letter and résumé to the Haitian Project, Inc., c/o Patrick Moynihan, PO Box 6891, Providence, RI 02940. Address all inquiries to Reese Jarret at phone: 401-351-3624; e-mail: [operations@haitianproject.org](mailto:operations@haitianproject.org).

#### **PROJ.MGR/LEADER FOR RECRUITING • DC**

Position available with GlobalCorps. Duties: supports the Office of U.S. Foreign Disaster Assistance (USAID/DCHA/OFDA); serves as the senior member of a two-person team that will assist OFDA in the recruitment of humanitarian disaster personnel worldwide. Qualifications: highly organized; motivated; ability to strive in a deadline-oriented work environment; ability to juggle administrative work with managerial tasks; overseas travel experience; foreign language proficiency; human resources/recruiting experience; project management/supervisory experience; government contracting knowledge preferred; U.S. citizenship

required. Send résumé and cover letter with salary requirements to GlobalCorps, 1201 Pennsylvania Avenue, NW, Suite 200, Washington, DC 20004; fax: 240.465.0244; e-mail: [ofda@globalcorps.com](mailto:ofda@globalcorps.com).

#### **EXECUTIVE DIRECTOR • Rock Island, IL**

Position available with AIDS Project Quad Cities (APQC). APQC provides prevention education and case management for people living with HIV. Qualifications: three to five years' experience in a nonprofit environment managing staff; oral and written communication skills and ability to outreach effectively to organizations and community funders; track record in fundraising, fund development, and grant writing; master's in social work or aligned field; experience working with people living with HIV preferred. Competitive salary, benefits. Complete job description and application at [www.aidsprojectqc.org](http://www.aidsprojectqc.org). Application deadline: October 22, 2004. Send cover letter, application, résumé, references, and salary requirements to Marion Meginnis, Board President, 3003 Park 16th Street, Moline, IL 61265; or to [marion.meginnis@wqad.com](mailto:marion.meginnis@wqad.com).

#### **COMM. ORGANIZERS • KY, FL, IN, OH, MI**

Paid training position available June 14, 2005, with the DART Organizers Institute, a four-month, community organizing field school for those interested in launching a career fighting for social and economic justice. Candidate will receive instruction from seasoned organizers and will work directly on multiple issues, such as immigration policy, affordable housing, access to health care, joblessness, and others. Qualifications: passion for social justice; ability to work with faith-based congregations; fluency in Spanish and English a plus. Upon completion, DART staff will work with graduates for placement in permanent full-time organizing jobs with salaries up to \$35K/year. Send résumé to Ben MacConnell, 820 New York, Lawrence, KS 66044; phone: 785.841.2680; e-mail: [institute@thedartcenter.org](mailto:institute@thedartcenter.org); website: [www.thedartcenter.org](http://www.thedartcenter.org). Deadline: 1/2005.

#### **STREAM CORRIDOR PROJ. COORD. • NY**

Candidate will work under the direct supervision of the Cornell Cooperative Extension of Ulster County (CCEUC) executive director in a coordinated effort with the New York City Department of Environmental Protection (DEP) to develop a stream management plan and associated outreach program for the Esopus Creek corridor project. Visit [www.cce.cornell.edu/careerops/pa352.htm](http://www.cce.cornell.edu/careerops/pa352.htm) for complete posting. Deadline for applications: 10/18/2004. Qualifications: M.S. plus four years' experience required. Send letter of intent, résumé, and transcripts to PA#352, Box 26, Kennedy Hall, Cornell U, Ithaca, NY 14853.

#### **USAID/DCHA/OFDA POSITIONS • DC**

Positions available with the Office of U.S. Foreign Disaster Assistance (USAID/DCHA/OFDA). Duties: work in Washington, D.C., and abroad. Qualifications: B.A./B.S. or advanced degree in international affairs or related field; U.S. citizenship; flexibility to travel overseas; foreign language skills; overseas work experi-

ence in a disaster-affected country; solid background in disaster preparedness, relief, and mitigation program development. See website for deadlines. Contact GlobalCorps at 202.661.9369; e-mail: [ofda@globalcorps.com](mailto:ofda@globalcorps.com); website: [www.globalcorps.com](http://www.globalcorps.com).

#### **YOUTH AND COMM. DEV. AGENT • WI**

Position available with University of Wisconsin–Extension (UWEX). Duties: plans, implements, and evaluates educational programs backed by university research and directed at the needs and interests of county individuals, organizations, and communities; approximately 60 percent of the position is youth development work and 40 percent is community development work with an overall focus on leadership, citizenship, and organizational development education for youth and adults. Qualifications: master's or other graduate degree with course work in educational principles, curriculum development, program evaluation, and social development of youth and adults is required. A minimum of two years' related experience in youth-related outreach education is preferred. This is a UWEX faculty staff position. Review of applications will begin 11/10/2004 and will continue until interviews are held. Submit cover letter (include position title and county), résumé, contact information for three professional references, and undergraduate/graduate transcripts to address: Cooperative Extension Personnel, 249 Extension, 432 North Lake Street, Madison, WI 53706 or to e-mail: [ces.jobs@uwex.edu](mailto:ces.jobs@uwex.edu). Additional information is available at website: [www.uwex.edu/ces/personnel](http://www.uwex.edu/ces/personnel). Materials submitted other than those requested will not be considered. A criminal records review will be conducted for final candidates.

#### **GRANT MANAGERS • Chicago, IL**

Two positions (grant manager and manager of grants and contracts) available with Access Community Health Network. Qualifications: B.A. degree; two to three years' direct social service experience (or equivalent Peace Corps experience); experience in program implementation, budget management, and relationship building with funders; business analyst background with ability to do projections, grants accounting, and fund allocation; some knowledge of accounting software. Starting salary range: low to mid \$40K. Send résumés to Micaelle Alexis, Recruiter, Access Community Health Network, 1501 S. California, Chicago, IL 60608; fax: 773.257.5054; e-mail: [accesshr@sinaui.org](mailto:accesshr@sinaui.org); website: [www.accesscommunityhealth.net](http://www.accesscommunityhealth.net).

## **INTERNATIONAL**

#### **TEACHER • China**

Shanghai Brisbane Education Trading Center seeks RPCVs who are willing to commit a year or two to primary or secondary schools. Candidates must possess at least a B.A. (any field) with a minimum of two years' proven teaching experience. Qualifications: ability to be flexible and enjoy sharing cultural experiences with people of a different

# PEACE CORPS FELLOWS/USA



Peace Corps Fellows/USA works with more than 30 universities that offer financial assistance to RPCVs who wish to attend graduate school and work in underserved U.S. communities. Below is a *partial* list of universities and subject areas. For the complete list, visit [www.peacecorps.gov/fellows](http://www.peacecorps.gov/fellows); call 800.424.8580, ext. 1440; or write to [fellows@peacecorps.gov](mailto:fellows@peacecorps.gov).

## **Carnegie Mellon University**

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

## **DePaul University**

Chicago, IL  
Elementary and high school special education certification. Dr. Barbara Radner, phone: 773.325.7171; e-mail: [bradner@depaul.edu](mailto:bradner@depaul.edu).

## **Duke University**

Durham, NC  
Public policy (MPP) with option to earn joint degrees in professional or Ph.D. programs; international development policy (PIDP) with several concentration options. MPP: Katherine Flynn, phone: 919.613.7412; e-mail: [katherine.flynn@duke.edu](mailto:katherine.flynn@duke.edu); or Chuck Pringle, phone: 919.613.7325; e-mail: [DukeMPP@duke.edu](mailto:DukeMPP@duke.edu). PIDP: Stephanie Alt Lamm, phone: 919.613.7356; e-mail: [pidpinfo@duke.edu](mailto:pidpinfo@duke.edu).

## **Duquesne University**

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

## **Florida Institute of Technology**

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

## **Fordham University**

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

## **George Mason University**

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

## **George Washington University**

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

## **Illinois State University**

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

## **Johns Hopkins University**

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

## **Marquette University**

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

## **Michigan Technological University**

Houghton, MI  
Environmental policy. Dr. Kathleen Halvorsen, phone: 906.487.2824; e-mail: [kehalvor@mtu.edu](mailto:kehalvor@mtu.edu).

## **New Mexico State University**

Las Cruces, NM  
Public health, border health, health education, social work, nursing. Dr. Sue Forster-Cox, phone: 505.646.2183; e-mail: [sforster@nmsu.edu](mailto:sforster@nmsu.edu). Daryl T. Smith, phone: 505.646.3429, ext. 11; e-mail: [darylsmit@nmsu.edu](mailto:darylsmit@nmsu.edu).

Daryl T. Smith, phone: 505.646.3429, ext. 11; e-mail: [darylsmit@nmsu.edu](mailto:darylsmit@nmsu.edu).

## **New School University**

New York, NY  
Urban policy analysis/management, health services management and policy, human resources management, organizational change management; Ph.D. public policy. Joseph Encarnacion, phone: 212.229.5311, ext. 1110; e-mail: [encarnaj@newschool.edu](mailto:encarnaj@newschool.edu).

## **Northern Arizona University**

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

## **Seton Hill University**

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

## **Southern New Hampshire University**

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

## **Teachers College, Columbia University**

New York, NY  
Urban education, including bilingual education, teaching math or science, ESOL, special education, reading specialist. Reed Dickson, phone: 212.678.4025; e-mail: [rd2002@columbia.edu](mailto:rd2002@columbia.edu).

## **Temple University**

Philadelphia, PA  
Secondary education in sciences, foreign languages, or English. Dr. David Fitt, phone: 215.204.6110; e-mail: [dfitt@temple.edu](mailto:dfitt@temple.edu).

culture. Attractive compensation package with a four-week paid vacation, Chinese national holidays, free accommodations, and a travel allowance of US\$800 upon completion of contract. Company will provide work permit and application for residence in China. Send cover letter with a detailed résumé to Mr. Peter Lee, (Russia II, 1994-1996) director, Overseas Education in China, at e-mail: [peter@sbedu.com](mailto:peter@sbedu.com).

## **TRAINING CO-MANAGER • Kabul, Afghanistan**

Position available with the National Solidarity Program (NSP), which is funded by the World Bank and directed by the government of Afghanistan. NSP promotes community strengthening and rural development in 32 provinces. Duties: helps provincial government staff and local NGOs build capacity in administration, monitoring and evaluation, project design and implementation, and other skills. As member of a three-person team, the co-manager will perform needs assessments and help NSP staff and NGO staff develop coherent training

proposals. Candidate will also help design, manage, facilitate, and evaluate specific trainings and create a database of local trainers. Duration is through August 31, 2005. Deadline for applications: October 20, 2004. Send CV with references and salary history to [laura\\_james@dai.com](mailto:laura_james@dai.com).

## **COMM. CNTR. DIRS. • Europe, Far East, Africa**

International nonprofit agency seeks directors to work in merchant marine and port community centers in Europe, the Far East, and North Africa. Qualifications: ability to organize and manage programs for both seafarers and U.S. government personnel and to maintain a liaison between government agencies and the maritime industry overseas; strong management skills relating to food and beverage service in a club atmosphere; overseas experience; French or Arabic is needed for one position. Initial assignment overseas is for two years. Tax-free salary plus housing and benefits. Send salary history and résumé to Assistant Director, Operations, United Seamen's Service,

20 Exchange Place, Suite 2901, New York, NY 10005; or fax to 212.269.5721.

## **IRAQ COUNTRY REP. • Baghdad, Iraq**

USAID's Office of Transition Initiatives (OTI) helps local partners advance peace and democracy in priority conflict-prone countries. OTI works on the ground to provide fast, flexible, short-term assistance targeted at key transition needs. Launched in April 2003, the Iraq Program is the largest operation in USAID/OTI's history. With an estimated \$100 million annual budget, this three-year program plays an important part in the U.S. government's comprehensive assistance program to promote peace and stability in Iraq. The program is managed by a USAID/OTI country representative and is implemented through contracts and cooperative agreements. Deadline for applications: October 29, 2004. Apply at website: [www.eps.gov/spg/AID/OP/WashingtonDC/DCHA%2DOTI%2D04%2D1555/listing.html](http://www.eps.gov/spg/AID/OP/WashingtonDC/DCHA%2DOTI%2D04%2D1555/listing.html).

## 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 with organizations, businesses, or public agencies. The program provides a unique focus on the relationships between the natural environment and human communities by emphasizing social science perspectives and natural science literacy. Students pursue place-based studies and routinely meet in Seattle for course intensives over two years. Contact Dr. Jonathan Scherch, (RPCV Jamaica, 1991-1993) at phone: 206.268.4710; e-mail: [scherch@antiochsea.edu](mailto:scherch@antiochsea.edu); website: [www.antiochsea.edu/academics/enviro/index.html](http://www.antiochsea.edu/academics/enviro/index.html).

### MANAGING DISASTERS • Boston, MA

Boston University School of Public Health's Department of International Health announces two half-tuition scholarships for RPCVs toward the 12-week Managing Disasters and Complex Humanitarian Emergencies certificate program, February 7-April 29, 2005. This graduate program offers one-third of the credits required for the master of public health degree. Deadline for applications: January 10, 2005. Submit COS statement, a completed application form, letter of recommendation, CV, and personal statement to Sarah Petty, Dept. of International Health, 715 Albany Street, T4W, Boston, MA 02118; call 617.638.5234; website: [www.bu.edu/dbin/sph/departments/international\\_health/CHE.php](http://www.bu.edu/dbin/sph/departments/international_health/CHE.php).

### MIDWEST TEACHER TRAINING • Madison, WI

Earn a TEFL certificate in a five-week, intensive, on-site teacher training program preparing trainees to teach English in classrooms overseas. Ten percent tuition discount to RPCVs and AmeriCorps VISTAs with proof of service. The program offers a hands-on approach to teaching. Practice teaching, classroom observations, and job-placement assistance. Midwest is part of an ESL school giving opportunities to interact with professional teachers and international students. No teaching experience required. For a brochure, contact Midwest Teacher Training Program, 19 N. Pinckney Street, Madison, WI 53703; phone: 800.765.8577; e-mail: [info@mttp.com](mailto:info@mttp.com); website: [www.mttp.com](http://www.mttp.com).

### NYUSHRIVER RPCV SCHOLARSHIPS • NY

Robert F. Wagner Graduate School of Public Service prepares students to produce results in global public service through innovative international master's degree programs in public and nonprofit management and policy, health policy and management, and urban planning. Merit scholarships are available to RPCVs for full- or part-time study. Eligible applicants must demonstrate strong academic merit and must have successfully completed two years of Peace Corps service, and the close-of-service date should be within three years of the date of the school application. For more informa-

tion, visit website: [www.nyu.edu/wagner/shrivescholarships1](http://www.nyu.edu/wagner/shrivescholarships1); or call 212.009.7414.

### CLARK UNIVERSITY • Worcester, MA

At least one full-tuition fellowship is available to RPCVs through the graduate programs in international development, community, and environment (IDCE). This fellowship can be applied towards an M.A. in international development, geographic information sciences for development and environment (GISDE), community development and planning, or environmental science and policy. Programs are designed for applicants interested in careers in conflict and development, gender and development, community-based development, environmental impact assessment, or natural resource management. The intensive GIS program provides GIS, GPS (global positioning system), and remote-sensing skills related to development issues. Application deadline: 1/15/2005. For details, visit website: [www.clarku.edu/departments/idce](http://www.clarku.edu/departments/idce). For application, contact Admissions, IDCE Programs, Clark University, Worcester, MA 01610-1477; phone: 508.793.7201; fax: 508.793.8820; e-mail: [IDCE@ClarkU.edu](mailto:IDCE@ClarkU.edu).

### BEN-GURION UNIV. • Beer Sheva, Israel

In collaboration with Columbia University Medical Center, the medical school at Ben-Gurion University of the Negev offers a four-year medical degree 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. Website: [www.cumc.columbia.edu/dept/bgcu-md](http://www.cumc.columbia.edu/dept/bgcu-md); e-mail: [bgcu-md@columbia.edu](mailto:bgcu-md@columbia.edu); address: 630 West 168th Street, PH15E-1512, New York, NY 10032.

## AMERICORPS/VISTA

### CREW LEADER • UT

Positions available with Utah Conservation Corps. Term of service is from 1/24/2005-11/2005. First six weeks focus on leadership training, outdoor skill development, and community service. The next eight months is spent leading crews of six on cooperative projects with the National Park and Forest Service. Projects can be physically demanding and require long days outside. Benefits include Wilderness First Responder certification, insurance, academic credit, living allowance of \$1,000/month and a \$4,725 education award at end of service. Deadline for applications: 11/8/2004. Contact Kate at phone: 435.797.0964, ext. 2; e-mail: [katestep@cc.usu.edu](mailto:katestep@cc.usu.edu). Download application online at website: [www.usu.edu/ucc](http://www.usu.edu/ucc).

### AMERICORPS VISTA LEADER • WA

VISTA leader position available with the Washington Service Corps (WSC). Duties: assists in the coordination of Ready\*Corps, a new disaster preparedness and education program; coordinates and supports other Ready\*Corps members in various recruitment and outreach activities in conjunction with emergency management offices, local Red Cross chapters, and other community-based organizations. Qualifications: good computer skills. Benefits: monthly living stipend of \$983, rental assistance, relocation benefits, and a \$4,725 post-service education award. Deadline for application: 11/5/2004 or until filled. Contact Scott Carlson, program manager, for more information at phone: 888.713.6080; or at e-mail: [scarlson@esd.wa.gov](mailto:scarlson@esd.wa.gov).

### STRIKE TEAM SUPERVISORS • CA

Positions available with the Los Angeles Conservation Corps (LACC). Supervisors are needed for two 10-person strike teams. Duties: work on fuel reduction, habitat restoration, and trail projects in the San Bernardino National Forest. The U.S. Forest Service will offer professional training and oversight. Members will live in a camp-like setting for a six-month period. Compensation includes meals and lodging, living allowances of \$1,200/month, and AmeriCorps education/tuition awards. For complete job description and application, see [www.lacorps.org](http://www.lacorps.org). Submit letter of interest and résumé to LACC, HR Department, PO Box 15868, Los Angeles, CA 90015; e-mail: [mail@lacorps.org](mailto:mail@lacorps.org); phone: 213.362.9000, ext. 209; fax: 213.362.7958.

### STRIKE TEAM MEMBERS • CA

The Los Angeles Conservation Corps (LACC)/AmeriCorps strike teams will work on a new forest fire fuel reduction project in San Bernardino National Forest. The team will receive professional training from the U.S. Forest Service. Strike team members will live in a camp-like setting for a six-month period, which includes all meals and lodging. The AmeriCorps commitment is to complete 900 hours of service within six months, upon which the member is entitled to apply for and receive an education/tuition award not to exceed \$2,362.50. A living allowance of \$1,200/month is included. For complete job description, go to [www.lacorps.org](http://www.lacorps.org) and click on "Strike Teams." Deadline: until filled. Submit letter of interest and résumé to Los Angeles Conservation Corps, Human Resources Department, PO Box 15868, Los Angeles, CA 90015. Phone: 213.362.9000, ext. 209; fax: 213.362.7958.

**Save the date!**

**RVS Career Fair**

**Wednesday,**

**February 16, 2005**

**Stay tuned for more details.**

# Got a Match?

Find a classroom speaking opportunity...help promote a better understanding of other peoples on the part of Americans.

More than 700 returned Peace Corps Volunteers have signed on to the Peace Match Online Speakers' Bureau. Please join them.

***Peace Match makes it easy!***

Register at  
[www.peacematch.org](http://www.peacematch.org).

## Online Employment Bulletins



*International Career  
Employment Weekly*

*Public Health Jobs  
Worldwide*

*Environmental Career  
Opportunities*

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E-mail [rvs@peacecorps.gov](mailto:rvs@peacecorps.gov) to receive the passwords.

### NPCA Career Spotlight

#### **Development Alternatives, Inc. (DAI)**

**November 4, 2004  
4:00 p.m. to 5:30 p.m.  
DAI Headquarters  
Bethesda, MD**

For more information, visit  
[www.rpcv.org/careers](http://www.rpcv.org/careers).

## **Discover** Career Assessment Software

Returned Volunteer Services (RVS) offers *Discover*, a career assessment software program administered through ACT, Inc. Free to all RPCVs, the program assesses career-related interests, abilities, and job values to help you consider career options that are a good match for you. In addition, learn how to develop effective résumés, cover letters, job applications, and interviewing skills.

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To receive a password to access the online software, send an e-mail to [rvs@peacecorps.gov](mailto:rvs@peacecorps.gov).

## Peace Corps Career Centers



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

Contact them for more information.

## Career Information Consultants

This publication lists RPCVs and other professionals in specific career fields who have agreed to answer career-related inquiries on a voluntary basis. More than 1,500 participants are included in this 369-page revised edition.

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

# Crisis Corps Recruiting Short-Term Volunteers

## Jamaica

**Jamaican Association for the Deaf (JAD)** requests a hearing-impaired/deaf **Fast Track Coordinator** for six months. Duties: performs diagnostic assessments of deaf learners; designs individual intervention programs; facilitates staff trainings; prepares reports and documents processes with the Fast Track program. Qualifications: master's degree in deaf education or linguistics with a focus on sign language or a bachelor's degree in a related discipline with significant experience in teaching English to the deaf in a bilingual environment; excellent written English and ASL skills; ability to work independently with minimal support; highly organized and self directed. Desired qualifications: knowledge of Jamaican patois; experience in remedial education for the deaf.

**JAD** also seeks a **Strategic Planning Specialist Volunteer**. Duties: provides technical assistance in planning and conducting an impact evaluation of the JAD's 2000–2004 strategic focus; helps determine the need for refocusing the organization, formulating strategic plans for 2005–2009, and formulating plans for building public awareness. Qualifications: B.A. degree; excellent skills in written and spoken English; formal training in organizational development and knowledge of the disabled, particularly in programs for the deaf; the ability to work independently with minimal support. Desired qualifications: conversational competence in sign language.

**Jamaican Social Investment Fund (JSIF)** requests a **Project Officer** for a six-month assignment in its operations department. Duties: provides technical training and support to staff in the effective use of project funds; facilitates trainings on expenditure justification, monthly reporting, project schedule implementation, external contractor management, and contract assessment. Qualifications: bachelor's degree in civil engineering; project management experience; one year of training experience; ability to adapt projects to skills available in the local community. Desired qualifications: master's degree in civil engineering; experience in developing projects from concept to completion; demonstrated skills in value engineering and cost factors.

**JSIF** also requests two Volunteers for six-month assignments. The **Systems Engineer** position requires experience developing IT disaster-recovery plans and Web-enabled data-aware applications using the Microsoft SQL Server Database, a Microsoft Visual Studio development environment, ASP (Active Server Pages), and VBScript. The **Project Officer** position provides technical training to JSIF staff and requires a civil engineering degree and project management and training experience.

**Jamaica Association for Mental Retardation** requests an **Institutional Strengthening Volunteer** for a six-month assignment. Duties: develops operational manuals; develops monitoring and evaluation framework; designs a system for staff performance appraisals; and develops a data collection system to measure program impact.

**Jamaica AIDS Support** requests a **Human Resources Volunteer** with a degree and extensive experience in human resource management. Duties: spends six months interviewing staff and researching laws and policies at similar agencies, culminating in the proposal and creation of a policies and procedures manual.

## Upcoming assignments

The Crisis Corps expects positions to be available soon in the Caribbean for post-hurricane reconstruction efforts and in southern Africa for HIV-AIDS education using telecommunications.

## How to Apply

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

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

# Peace Corps

Washington, DC 20526

OFFICIAL BUSINESS

PENALTY FOR PRIVATE USE \$300

Return Service Requested

Presorted  
First Class Mail  
Postage & Fees paid  
Peace Corps  
Permit No. G 264

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 us.

PLEASE CHECK APPROPRIATE BOX AND ENCLOSE IN SEPARATE ENVELOPE:

DISCONTINUE       SEND HOTLINE TO NEW ADDRESS (Sorry, HOTLINE cannot be sent overseas.)

Name

Address

City

State

Zip Code

Country/Dates of Service

E-mail Address

To change address or discontinue subscription, fill out the information above, cut out the box, and mail it in an envelope to Database Mgr., 2nd Floor, Paul D. Coverdell Peace Corps Headquarters, 1111 20th Street, NW, Washington, DC 20526. Changes must be made with this form and not over the phone. Please allow four to six weeks for any changes to take effect.

## Development Jobs via Weekly E-mails

### Get on the list!

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

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

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

## Peace Corps Medical Officers Needed

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

## Join an RPCV Listserv

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

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

## GRAD SCHOOL AND PEACE CORPS?

Learn how to fulfill your educational goals either during or after Peace Corps service. Meet program participants and university coordinators who will discuss the financial and career benefits of graduate education through the Peace Corps' Master's International and Fellows/USA programs.

**Tuesday, October 19, 2004**  
6:00 p.m. to 8:00 p.m.

**Paul D. Coverdell**  
**Peace Corps Headquarters**  
**Shriver Hall**  
**1111 20<sup>th</sup> Street, NW**

RSVP by October 18 to 202.692.1058.

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**Thursday, November 4, 2004**  
6:00 p.m. to 8:00 p.m.

**Milano Graduate School**  
**Fanton Hall, 3rd floor**  
**Henry Cohen**  
**Conference Room**  
**72 Fifth Avenue**  
**New York, NY 10011**

RSVP by October 29 to 212.352.5466.