

H TLINE

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

HOT RESOURCES

Check out these volunteer and employment opportunities in disaster relief:

Office of U.S. Foreign Disaster Assistance (OFDA)

Information: www.usaid.gov/hum_response/ofda
Employment: www.globalcorps.com

American Red Cross

www.redcross.org

Crisis Corps

www.peacecorps.gov/rpcv/crisiscorps
Complete an application to become part of the database, which is reviewed for each new position for an adequate match.

General Disaster Relief Information

www.disasterrelief.org
www.reliefweb.int
www.interaction.org

NPCA Emergency Response Network

www.rpcv.org ("Members Only")
Database of RPCVs available for disaster response projects, reviewed by development and relief organizations for recruitment.

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Manager, RVS

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RPCV Kazakhstan
Editorial Assistant

For information on how to place job announcements, contact:

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

Starting a Career in International Relief

by Robin Solomon (RPCV Kazakhstan)
Editorial Assistant

If two years as a Peace Corps Volunteer has increased your interest in working with communities in need, you may want to consider the field of international relief. By working for organizations such as the Red Cross, USAID's Office of U.S. Foreign Disaster Assistance, or the International Rescue Committee, you can provide overseas assistance after natural disasters or humanitarian crises.

The work ranges from relief and reconstruction after hurricanes, to food distribution in refugee camps. Positions can be long-term, short-term, contractual, or voluntary, but all are challenging and rewarding.

International Development Versus International Relief

When seeking employment in international disaster relief, it is important to understand the specialized skills this field requires that distinguish it from international development. International *development* organizations, such as the Peace Corps, focus on capacity building and sustainability through long-term project development, management, monitoring, and evaluation.

International *relief* work, such as that done by Crisis Corps Volunteers, responds to crises. The primary goals are to relieve acute suf-

fering and to re-establish order using methods that mitigate the effects of future disasters. Relief workers are the first responders to a disaster. They are also the first workers to be pulled out, once the immediate effects of the crisis subside.

"Disaster relief is very much about helping communities cope and survive," says Jesse Freese, a recruiter with the Office of U.S. Foreign Disaster Assistance. "We're there to save lives."

Do You Have What It Takes?

As a returned Peace Corps Volunteer, you probably have some of the qualifications sought by disaster relief organizations. These include intercultural and language skills, resourcefulness, the ability to work long hours with limited resources and to remain calm in an emergency, and overseas experience in a developing country.

However, your Peace Corps experience alone will not qualify you for most overseas international relief positions, as the most crucial qualification for a career in this field is demonstrated experience in disaster relief. To present a competitive application for a full-time, paid position in disaster relief, you must demonstrate practical disaster response experience.

You can gain this experience through volunteer assignments, in-

ternships, and temporary or entry-level domestic support positions.

First Steps Into the Field

One volunteer opportunity available to returned Volunteers is a short-term assignment with the Crisis Corps. This program allows returned Peace Corps Volunteers the chance to apply their regional, language, and technical expertise toward recovery efforts following natural disasters and humanitarian crises, among other project areas.

While regional experience and local language proficiency are important to these positions, it is crucial to possess the necessary technical skills. Crisis Corps recruiters, therefore, look for individuals with highly specialized skills that fit the needs of the assignment.

Typical positions include public health professionals, water engineers, and builders. Currently, Crisis Corps Volunteers are monitoring refugee food distribution programs in Guinea, developing HIV/AIDS programs for orphans in Malawi, and working on post-typhoon soil conservation in Micronesian forests.

Another way to get disaster-response training and experience is by becoming a member of the

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"Never desert your own line of talent. Be what nature intended you for, and you will succeed." - Sydney Smith

PUBLIC SECTOR

BIOLOGIST GS-7/9/11 · Palatka, FL

Position available with the U.S. Army Corps of Engineers. Duties: utilizes a broad, well-developed professional knowledge and understanding of the theories, principles, methods, and techniques of biology and the related disciplines of agronomy, limnology, botany, toxicology, and fish and wildlife management to plan, implement, monitor, and evaluate biological, chemical and mechanical management technologies for the management, removal or destruction of numerous species of nuisance aquatic, wetland and upland vegetation; participates in the development of federal and state management plans for target species; assures compliance with federal, state and local laws and regulations; assures minimal adverse environmental impact. Apply online at website: jobsearch.usajobs.opm.gov.

***DATABASE ASSISTANT · Washington, DC**

Full-time position available 12/15/03 through 3/18/04 in the Peace Corps Office of Domestic Programs assisting with planning Peace Corps Week (March 1 through March 7). 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: \$15.90/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.

PRIVATE SECTOR

LEAD CASE MANAGER · Washington, DC

Position available with Christ House, a 32-bed medical facility serving homeless men and women. Duties: secures entitlements; supervises placement in recovery programs and housing; supervises four staff members; obtains legal documents. Salary: low \$30Ks. Qualifications: B.S.W.; at least three years of experience in entitlements in DC; knowledge of DC recovery programs; commitment to serving homeless persons; ability to work effectively as part of an interdisciplinary medical team. Send cover letter and résumé to Personnel, 1717 Columbia Road, NW, Washington, DC 20009; fax: 202.232.4972; e-mail: administration@christhouse.org; website: www.christhouse.org.

ADMINISTRATIVE ASST. · Washington, DC

Position available immediately with MSI, an international development organization. Duties: serves as human resources administrative assistant. Qualifications: B.A./B.S.; two years of experience in the personnel field. Send cover letter and résumé to e-mail: gcritchley@msi-inc.com.

TEST TAKERS · U.S. locations

Positions available with the American Board. Duties: participate in the fall field test of the American Board's teacher certification examinations in the areas of English and mathematics. The examination must be taken at one of the American Board's secured testing centers located throughout the country. Salary: \$75 per examination completed. Qualifications: B.A./B.S. by 05/2004; teacher certification not necessary. Non-certified and certified teachers are invited to participate. Deadline for applications: 12/06/03. To

register, complete and submit the American Board's online registration form (see website below). For assistance, contact at phone: 888.AB.TEACH; e-mail: bdebreaux-watts@abcte.org; website: conference.aspensys.com/abcte_pilotregistration/registration.asp.

PUB. OFFICER/EDITOR · Washington, DC

Position available with International Foundation for Election Systems (IFES). Duties: contributes to and implements print/digital portions of the Research and Communications (RandC) Strategy; edits and serves as primary contact for Elections Today magazine; advises on current and target publication issues; collaborates to ensure timely and coordinated completion of tasks; edits organization-related content for consistency, clarity, succinctness, and alignment with the strategy, goals, and mission; develops and conducts basic training and materials for staff in writing/editing to keep the organization's image consistent. Deadline for applications: 12/15/03. Send cover letter and résumé (with "Editor" in subject line) to e-mail: jobs@ifes.org; website: www.ifes.org.

OUTDOORED. TEACHER · South Milford, IN

Position available with YMCA Camp Potawatomi. Duties: prepares and facilitates a variety of instructional periods (such as climbing tower, team-building, pond study, and archaeology); organizes and leads evening activities (such as underground railroad and campfires); hosts Outdoor Education and weekend groups, as needed. Qualifications: ability to work/teach children in grades four to six; at least 18 years old; B.A./B.S. or related experience in teaching, environmental sciences, and/or child care; CPR/First aid/lifeguard certification. Salary: \$180 - \$215 per week. Deadline for applications: 01/01/04. Contact Kory Klebe, Outdoor Education Director, P.O. Box 38, South Milford, IN 46786; phone: 800.966.9622, ext. 304; e-mail: kory@camp-potawatomi.org.

SHEEPHERDERS · Townsend, MT

Positions available with Round Grove Ranch. Duties: herd sheep this winter on the open range; work with trained sheepdogs. Qualifications: physically fit; able to hike, perform heavy lifting, and work singly in isolated areas. Work starts immediately and runs through March (staying through the summer is optional). Live full-time in a sheep trailer heated with a wood stove. Willing novices can be trained. Work starts before sunrise and finishes at sunset, seven days a week, in some of Montana's best scenery. Salary: \$650 per month plus room and board. To apply, contact at e-mail: kingalls2@juno.com.

PROJECT OFFICER · Arlington, VA

Position available with Ethiopian Community Development Council (ECDC). Duties: provides guidance, support, and technical assistance for refugee family enrichment; reports, monitors, and evaluates services for ECDC's project sites; develops and customizes educational and information materials; develops workshop curricula on marriage/relationship skills. Qualifications: B.A./B.S. in social sciences; experience in community development, project

HOT! OPPORTUNITIES

SMITHSONIAN FESTIVAL POSITIONS · Washington, DC

Positions available with the Smithsonian Institution, Center for Folklife and Cultural Heritage, for temporary salaried positions with the World War II Memorial Celebration in May; the Smithsonian Folklife Festival programs on Haiti, Mid-Atlantic Maritime Culture, and Latino Music in June-July; and the opening celebrations for the National Museum of the American Indian in September. To obtain an application (vacancy SFF-2004), contact Claudia Tellihoc at phone: 202.275.1430; e-mail: tellioc@si.edu.

OFFICE MANAGER · Washington, DC

Position available with the National Peace Corps Association, the alumni organization of Returned Peace Corps Volunteers and Peace Corps staff. Duties: works to ensure the daily functioning of the office in the areas of administration, human resources, finance, and board liaison. Contact fax: 202.293.7754; e-mail: business@rpcv.org; website: www.rpcv.org.

***COMMUNITY REPRESENTATIVES · U.S. locations**

Positions available part-time with ASA International, a placement and supervision service for international teens. These home-based positions are tailored for people with a strong cultural interest in doing something rewarding for their community while earning supplemental income and overseas travel incentives opportunities. Full training and support provided by branch offices within the U.S. Qualifications: enjoy teens; have a strong desire to learn about different cultures; feel at ease networking within their community to secure quality host families. Contact Tiffany Adams at phone: 877.283.5470.

management, or related field; interest in African refugee/immigrant issues; experience in family counseling and/or strengthening and administration of government-funded projects desired. Send cover letter, salary requirement, writing sample, and résumé to ECDC, Human Resources, 1038 S. Highland Street, Arlington, VA 22204; fax: 703.685.0529; e-mail: info@ecdinternational.org; website: www.ecdcinternational.org.

ENV. HEALTH SPECIALIST · Fairbanks, AK
Position available with Tanana Chiefs Conference, a nonprofit Tribal Health Corporation. Duties: provides comprehensive environmental health services to 15 Native Athabascan communities in the interior region of Alaska. Qualifications: B.S. in environmental health; strong communication and project management skills; personal computer skills including word-processing; ability to travel extensively in light aircraft. Deadline for applications: 12/31/03. Contact Pete Wallis at phone: 907.452.8251, ext. 3433; e-mail: pwallis@tananachiefs.org.

COMM./DEV. ASSOCIATE · Alexandria, VA
Position available with American Medical Women's Association - RHI. Duties: works with staff to develop, coordinate, and implement communications and fundraising activities to promote and support RHI's activities; creates promotional materials; maintains website content and databases; develops presentations; drafts proposals and reports. Qualifications: B.A. in communications, public health, or international health; experience in communications and website development; problem solving, communication, written, and verbal skills; international, development, and fundraising experience desired. Deadline for applications: 11/28/03. Send a cover letter, résumé, and three references to AMWA - RHI, Attn: RHI Director, 801 N. Fairfax Street, Suite 400, Alexandria, VA 22314; fax: 703.549.3864; e-mail: seisendr@amwa-doc.org; website: www.amwa-doc.org/rhi.

ENV. EDU. INSTRUCTORS · Toccoa, GA
Positions available with the Blue Ridge Outdoor Education Center. Duties: teach environmental education classes to children ages seven to 16; teach Cherokee culture, rafting, adventure programs, high ropes, and rappelling with groups on some weekends. First aid, CPR, high ropes, and rappelling training provided. Salary: \$190 per week plus room, board, and medical insurance. Position begins mid-February; opportunities through November. Qualifications: ability and desire to lead educational classes; background in biology or ecology desired; sense of humor. Send cover letter, résumé, and three letters of reference to John DiDiego, Director, Blue Ridge Outdoor Education Center, Route 3, Box 3495, Toccoa, GA 30577; phone: 706.886.7621; e-mail: blueridge@alltel.net; website: www.campmikell.com.

ACTIONS CAMPAIGNER · Washington, DC
Position available with Greenpeace. Duties: contributes to the development of the Actions Team's strategic and tactical capabilities in order to achieve the campaign objectives; coordinates special

Career Information Consultants Latest Edition of Publication and CD-ROM Now Available!

Returned Volunteer Services (RVS) produces a *Career Information Consultants* (CIC) directory. The publication lists RPCVs and other professionals in specific career fields who have agreed to answer career-related inquiries on a voluntary basis. Chapters of the directory provide the names and contact information of professionals in fields that include, but are not limited to: agriculture and environmental sciences, business, communications, education, and government.

The updated 2003 edition of the *Career Information Consultants* directory has been published, and a CD-ROM version is also available. Over 1,500 participants are included in this 369-page edition.

If you would like a copy of the directory, contact RVS at rvs@peacecorps.gov. Please let us know if you are willing to serve as a career information consultant. We want to keep the publication growing and hope to update and reprint it again next year.

events, protests, investigations, corporate interventions, and direct actions; assists in the development of Greenpeace's capacity to deliver innovative, challenging, inspirational, and non-violent confrontational activities in all these areas. Qualifications: proven abilities in communications, conflict resolution, and leadership; at least two years of experience coordinating non-violent direct actions. Deadline for applications: 12/01/03. Contact Toni Wright, Greenpeace USA, 702 H Street, Suite 300, Washington, DC 20001; e-mail: resumes@wdc.greenpeace.org.

PROGRAM ASSOCIATE · Washington, DC
Position available with DC Children and Youth Investment Trust Corporation and its project designed to increase literacy skills for adults and families. Duties: provides oversight on a new network of grantee partners that are delivering literacy services. Qualifications: at least three years of experience with grants management; at least two years of experience working for or with a community-based organization; experience with direct service programming for children, youth, and families; some knowledge of literacy training desired. Send résumé and salary requirements to Children and Youth Investment Trust Corporation, ATTN: Personnel, 1400 16th Street, NW, Suite 500, Washington, DC 20036.

***PHONE INTERVIEWERS · Wheaton, MD**
Positions available with Reda International, a survey research firm. Perfect for newly returned volunteers who want to re-enter the workforce. Flexible hours available. No sales. Located at the Wheaton Metro Station (red line). Qualifications: motivated; team-oriented; excellent verbal skills. Send résumé and cover letter to fax: 301.946.1911.

BILING. INTAKE COUN. · Washington, DC
Position available with Women Empowered Against Violence. Duties: assists victims of domestic violence in filing for civil protection orders and other legal remedies; provides guidance and information; conducts intake interviews; explains the civil protection order process; helps victims through basic safety planning; conducts community education on domestic violence issues. Qualifications: experience with and sensitivity to domestic violence issues; commitment to and belief

in WEAVE's philosophy on domestic violence and holistic approach to providing services; fluency in English and Spanish. Deadline for applications: 11/26/03. Send résumé to Jennifer Matel at fax: 202.879.1191; e-mail: mateljs@dsc.gov; website: www.weaveincorp.org.

VARIOUS · Washington, DC
Positions available with Global Forest Watch and the World Resources Institute. Positions are available for: a six-month internship, requiring fluency in Russian; a six-month GIS Analyst; and a Program Manager for DRC and RC. For more details, visit the website: www.globalforestwatch.org.

ADVOCACY ASSISTANT · Watertown, MA
Position available with Pathfinder International. Duties: supports advocacy and public affairs initiatives; monitors legislative environment on relevant issues; collaborates on media-related activities and event planning; manages E-mail Action Network; identifies new individual and foundation support; monitors ongoing foundation grant agreements; oversees proposal and report development in support of advocacy initiatives; serves as liaison to Massachusetts Coalition for Choice; assists in domestic and field-lobbying initiatives. Qualifications: B.A./B.S.; excellent writing and editing skills; experience or interest in public policy; overseas work experience in developing countries; media-related experience preferred; knowledge of international family planning and reproductive health preferred. Deadline for applications: 12/05/03. Send cover letter and résumé to ATTN: Marcy Winzer, Employment Manager, Pathfinder International, 9 Galen Street, Suite 217, Watertown, MA 02472; fax: 617.924.3833; e-mail: resum@pathfind.org; website: www.pathfind.org.

PROGRAM COORDINATOR · Chicago, IL
Position available with Spirit Cultural Exchange. Duties: coordinates work-exchange program for Eastern European and South American college students working in the U.S.; recruits and maintains relationships with U.S. employers; reviews participant applications and matches them with employers' needs; enters data; completes a variety of other general administrative duties. Qualifications: B.A./B.S.; excellent writing skills;

PEACE CORPS FELLOWS/USA



WESTERN ILLINOIS UNIVERSITY · Macomb, IL

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

DUQUESNE UNIVERSITY · Pittsburgh, PA

The Graduate Center for Social and Public Policy educates leaders to design, implement, and evaluate policies to solve pressing social and political problems; teaches leaders to mediate and resolve conflicts; and undertakes research on relevant policies and programs. Peace Corps Fellows pursue a concentration in policy analysis and administration or conflict resolution and peace studies and work part time in a community organization related to their professional interests. Fellows receive a tuition scholarship and earn a stipend. Contact at the Graduate Center for Social and Public Policy, 600 Forbes Avenue, Pittsburgh, PA 15282; phone: 412.396.1780; fax: 412.396.1739; e-mail: stoddard@duq.edu; website: www.policycenter.duq.edu.

FLORIDA INSTITUTE OF TECHNOLOGY · Melbourne, FL

Through its Fellows Program, Florida Tech offers: (a) nine M.S. and seven Ph.D degrees in areas of environmental science, engineering, management, and education; and (b) masters, education specialist, and doctoral degrees in areas of science education, mathematics education, computer education/instructional technology, and teaching. The latter, a new M.A.T. degree, is an alternative path to teacher certification in Florida (grades 6-12). For university, degree program, and tuition information, visit www.fit.edu. Until full program funding is secured, incoming Fellows must rely on availability of departmental fellowships and assistantships, staff positions, outside employment, and/or loans. Contact: Dr. Tom Marcinkowski at phone: 321.674.8946; e-mail: marcinko@fit.edu.

UNIVERSITY OF MARYLAND · Baltimore, MD

The Shriver Peaceworker Program at the University of Maryland's School of Social Work seeks RPCVs interested in integrating community service, ethical reflection, and graduate studies in social work. Peaceworkers enroll in a two-year sequence of seminars in ethical reflection and are appointed to community service internships. RPCVs must apply to both the University of Maryland, Baltimore, and the Peaceworker Program. Assistantships cover tuition, stipend, and health insurance. The program begins in July. Deadline for applications: 01/15/04. Contact the School of Social Work for an application at phone: 410.706.3602. Contact the Peaceworker Program for an application at phone: 410.455.1802; e-mail: jobetay@hotmail.com; website: www.shrivercenter.org.

ILLINOIS STATE UNIVERSITY · Normal, IL

The Peace Corps Fellows Program in applied community and economic development is considering admissions for 01/04. RPCVs earn master's degrees in economics, politics and government, or sociology by completing one year of full-time class work and a second of hands-on consulting work with urban/rural communities and agencies. First year-Fellows awarded assistantships receive tuition waivers and stipends. All Fellows earn a modest income during their second-year internship. Areas include regional economic development, welfare-to-work programs, grant writing, tourism promotion, and more. Contact Peace Corps Fellows Program, Campus Box 4200, Illinois State University, Normal, IL 61790; phone: 309.438.7090; e-mail: StevensonCenter@ilstu.edu; website: www.stevensoncenter.org.

CARNEGIE MELLON UNIVERSITY · Pittsburgh, PA

Carnegie Mellon University's H. John Heinz III School of Public Policy and Management offers master's degree programs in public policy and management, arts management, and health care policy and management. Students can focus on areas in urban and regional economic development, criminal justice policy, policy analysis, public finance, environmental policy, health care policy, international policy, social entrepreneurship, information technology and policy, and many others. Fellows are eligible for 50 percent tuition reduction, stipends for internships, and loan forgiveness opportunities. Start in summer or fall. Contact: Martha Chavez McGivney, MSPPM Program Director, phone: 412.268.1909; e-mail: mcgivney@andrew.cmu.edu; website: www.heinz.cmu.edu.

Fellows/USA works with more than 30 universities that offer financial assistance to RPCVs who wish to attend graduate school in a multitude of subject areas. Through internships, RPCVs work in underserved U.S. communities. Find out more at www.peacecorps.gov/fellows, call 800.424.8580, ext. 1440, or write to fellows@peacecorps.gov.

“can do” attitude; passion for international exchange; foreign language skills preferred. Deadline for applications: 12/15/03. Send cover letter and résumé to Kathleen Baader at e-mail: kbaader@spiritexchange.com.

PROGRAM OFFICERS · Washington, DC

Two positions available with the Institute for Reproductive Health at Georgetown University. Duties: provide technical and administrative support to service delivery initiatives; participates in research; develops and expands partnerships and linkages;

disseminates research results through reports, articles, and professional presentations. International travel required. Qualifications: post-graduate degree in public health or health sciences or equivalent experience in FP, international health, or related area; fluency in French and/or Spanish; at least five years of managing RH service delivery and research projects in developing countries; significant training and research experience; knowledge of behavior change communication issues in developing-country contexts. Send a résumé, salary history, and expectations to fax:

703.684.7424; e-mail: dgimain@devgroup.com.

EXECUTIVE DIRECTOR · Washington, DC

Position available with ParksWatch, a young organization with full-time staff of eight, based at the Duke University Center for Tropical Conservation. ParksWatch operates programs in several Latin American countries, specializing in on-site evaluations of protected areas to gather information about threats and management effectiveness. Duties: supervises fundraising, donor relations, and staff; manages finance; develops the

institution. Qualifications: relevant NGO experience, especially with fundraising; willingness to travel; proficiency in Spanish/Portuguese desired. Deadline for applications: 12/15/03. Send cover letter and résumé to the Search Committee at ParksWatch, Center for Tropical Conservation, Duke University, Box 90381, Durham, NC 27708; fax: 919.493.3695; e-mail: ctf2@duke.edu.

PHYSICAL THERAPIST · Saipan, MP

Position available with Commonwealth Health Center, a 75-bed Medicare Certified hospital in the Northern Mariana Islands. Duties: evaluates and treats patients needing physical therapy; completes appropriate paperwork; educates patients and community in the importance of physical activities in their daily lives. Qualifications: open to treating a wide variety of diagnoses; excellent communication skills; open to the adventure of living and working in a multicultural environment; licensed physical therapist in U.S. or Canada. To request an application packet, contact Teresa Olesch, PT Manager, at phone: 670.236.8327; e-mail: pthc2003@yahoo.com.

INTERNATIONAL

ENGLISH TEACHERS · Guangdong, China

Positions available with Shimen Experimental Primary School. Duties: teach English to seven- to 12-year-old children. For details and accommodation or benefits information, visit website. Qualifications: at least a B.A./B.S.; one year of relevant experience; good communication skills. Contact or send résumé to Kevin Jones, Recruiter, at phone: 86.757.5167927 or 86.130.58302236; e-mail: dles2004@hotmail.com or zxl@nhedu.net; website: www.smsx.org/english/recruitment.htm.

SUMMER TRIP LEADERS · Various

Positions available with Putney Student Travel. Duties: co-lead 16-18 U.S. high school students on a language learning cultural exploration or community service program during the summer of 2004. Locations include the United States, the Caribbean, Europe, Latin America, Thailand, Cambodia, Tanzania, and India. Qualifications: desire to involve teens in an intense, small-group experience while introducing them to other cultures; at least a B.A./B.S.; fluency in the language(s) of the host countries; current First Aid certification. Deadline for applications: 03/04. Send résumé and cover letter to Kelsey Burns, 345 Hickory Ridge Road, Putney, VT 05346; fax: 802.387.4276; e-mail: kelsey@gopotney.com; website: www.gopotney.com/jobs.

EFL TEACHERS · China and Indonesia

Positions available with English First Education. Duties: teach English full time in China or Indonesia with a provided curriculum. TEFL certification courses available for those who have not taught English as a foreign language. English First schools are modern and well-equipped with computer-assisted language learning centers, teachers' offices, and free Internet access. Qualifications: B.A./B.S. preferred, equivalent experience accepted. Send a

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Disaster Action Team, a domestic program of the American Red Cross. Kim Gube, volunteer services manager at the American Red Cross of the National Capital Area, says, "RPCVs are good candidates for these teams because they are used to long hours, stress, and multitasking."

Once you've established yourself within the domestic American Red Cross network, you may then be considered for the American Red Cross International Response Team (IRT), which trains volunteers for immediate deployment to short-term international disaster assignments. Volunteers usually enter this IRT pool through a competitive application process after working with a local Red Cross chapter in the United States.

"Many people who work at the Red Cross started out as volunteers, either at headquarters or with their local chapters," says Christine Strater (RPCV Equatorial Guinea), regional associate for Africa and the Americas in the International Disaster Response Unit at the American Red Cross.

Consider Temporary Assignments or Internships

When you are in between positions, paid and unpaid temporary assignments or internships can give you experience, knowledge, and exposure to the field. These positions offer great networking opportunities and allow you to meet those individuals that do the hiring.

"In general, short-term opportunities provide valuable experience and reflect well on the candidate," says George Rowland (RPCV Dominican Republic), who works in recruiting at ACDI/VOCA.

Some temporary placement agencies specialize in specific sectors. By focusing on positions with international disaster relief agencies, you may obtain temporary positions that lead to permanent jobs or give you contacts for future opportunities.

Entry-level positions in international re-

lief may not involve working overseas responding to crises. Chances are, you would enter the field domestically as support personnel.

"Most entry-level positions are ones in which the individual is not actually working firsthand in humanitarian relief, but at the periphery. But by gaining this experience and knowledge, and learning about overseas opportunities as soon as they become available, the individual can move from a supporting role to an actual position in the field," explains Freese.

"Credit for the experiential knowledge gained from working within the organization can make you eligible for positions requiring overseas experience that you might not have," says Rowland.

Strater agrees: "A lot of it is being at the right place at the right time, and knowing the right people when the opportunity arises."

Networking Is Key

Entering the field of international relief may prove difficult, but can be achieved with persistence and preparation. "There are a lot of people interested in this field because it is very appealing and highly rewarding. It takes a great deal of hard work, and sometimes luck, to get a good entry-level job," says Freese.

The effort required involves extensive networking. Joining organizations such as the National Peace Corps Association or the Society for International Development puts you in contact with professionals in international relief.

It's also to your advantage to have informational interviews with organizations involved in the type of relief work you are interested in. You can use the *Career Information Consultants* directory, a Peace Corps publication, to set up such interviews with returned Volunteers in your field (see page 3).

Finally, Rowland advises, "Research and get to know the industry and the people involved. You'll then be knowledgeable and have a network of contacts to learn of other opportunities."

RVS PUBLICATIONS UPDATE

New editions of the following RVS career manuals are now available online:

Careers in Agriculture
Environmental Careers
International Careers

Download the entire manuals from the Peace Corps website:
www.peacecorps.gov/index.cfm?shell=resources.former.careers.rvspubs

Coming this month: *The Graduate School Guide*

résumé and cover letter (stating country of preference and/or interest in TEFL training) to Haviva Cohen at e-mail: recruitment.usa@englishfirst.com.

PROG. COORD./OFF. MGR · Odessa, Ukraine

Position available with Project Harmony. Duties: works as program coordinator and office manager with the Community Connections Program. Qualifications: U.S. citizen; B.A./B.S.; fluency in Ukrainian and/or Russian; solid writing, presentation, and public-speaking skills; experience working or living in Ukraine or the Former Soviet Union preferred; ability to travel extensively throughout Ukraine; skilled in MS Office packages and Quicken. Position begins on 12/01/03. Deadline for applications: 11/20/03. Send three résumés and cover letters to Jared Cadwell, Executive Director, Project Harmony; Timothy Pylate, Country Director; and Erin Coyne, Program Director, Project Harmony Ukraine at e-mail: jared@projectharmony.org, Tim@ph.kiev.ua, and Erin@ph.kiev.ua; website: www.projectharmony.org.

DIR. GENERAL/CEO · Deschappelles, Haiti

Position available with Hospital Albert Schweitzer, an integrated healthcare system serving 300,000 and having a 190-bed facility with 800 employees. Duties: reports to U.S.-based board; manages HAS; supports infrastructure, community/external relations, and some fundraising. Qualifications: five years of managerial experience, preferably resident with a developing country's healthcare and development institutions; a degree in medicine, public health, business, hospital administration, or the equivalent; some fluency in French preferred. Send cover letter and résumé to Fagan and Company, P.O. Box 611, Ligonier, PA 15658; fax: 724.238.0888; e-mail: faganco@laurelweb.net.

PROGRAM OFFICER · Uganda

Position available with Innovative Resources Management, Inc. Duties: acts as program officer for Landscape Ecology and Community Economic Development. Qualifications: M.S. in landscape ecology, forestry, agriculture, or applied social science; five years of field program experience in complex environment and development situations; demonstrated skills in land-use planning, community-based natural resource management, coordination of multiple stakeholders, economic development planning, GIS, and institutional capacity building; English fluency required; local languages or regional field experience preferred. Two-year field assignment begins in January. Send a curriculum vitae to Alejandra Ona at fax: 202.293.8386; e-mail: alejandra@irmgt.com.

ENGLISH TEACHERS · Niigata, Japan

Two positions available with Southern Illinois University Carbondale. Duties: teach in a college Intensive English Program for 20 hours per week; hold office hours; advise students; attend faculty meetings; participate in occasional school/dormitory/community events and recruitment activities. Qualifications: M.A. in TEFL/TESL/ESOL or related field and relevant work experience. Positions begin 03/08/04. Salary: approximately \$2,700 per month. Send cover letter, résumé (highlighting teaching experience), and three letters of reference

to Cameron Crawford, Chairperson of the IEP Hiring Committee, SIUC-N, 439-1 Nagahashi, Nakajo, Niigata, Japan 959-2637; e-mail: sicnsearch@yahoo.com.

PROJECT DIRECTOR · Baku, Azerbaijan

Position available with Internews Network. Duties: leads a team of broadcast journalists and associates in support of independent media in Azerbaijan; liaises with USAID and other funders; strategizes advocacy efforts; directs journalism seminars; visits regional media outlets. Qualifications: at least five years of broadcast journalism, grant-funded program management, and professional working experience in an NIS republic; Azeri and/or Russian speaking. Deadline for applications: 11/30/03. Send résumé (with "Project Director, Azerbaijan" in the subject line) to e-mail: injobs@internews.org.

COUNTRY REPRESENTATIVE · Various

Position available with Population Services International (PSI), an organization with activities based in Latin American, African, Eastern European, and Asian countries. Duties: oversees PSI's social marketing and new business development activities in a particular country; is responsible for the overall development, management (financial, administrative, and programmatic), and representation of PSI's activities in that country. Qualifications: broad management experience; skills or background in program design, implementation, finance, administration, and contract management; excellent diplomacy and communication skills; interest in private sector approaches to development. Apply online at website: www.psi.org.

EDUCATION

***UNIV. OF ST. THOMAS · Minneapolis, MN**

The MIM program incorporates both language and culture into a solid business program. Areas of concentration include managerial communication, finance, human resources, marketing, manufacturing systems engineering, software engineering and entrepreneurship. Customize your degree to suit your needs. The program has two cohort universities in Taiwan and Greece plus many opportunities to study abroad. Courses are offered in the evening to allow students to work while attending the university. For more information, contact at phone: 651.962.4840; e-mail: mim@stthomas.edu; website: www.stthomas.edu/mim.

***YALE UNIVERSITY · New Haven, CT**

The Yale School of Forestry and Environmental Studies prepares students for important positions of environmental leadership in the U.S. and worldwide. M.A. degrees are offered in environmental management, environmental science, forestry, and forest science, including a one-year M.A. for experienced environmental professionals. Joint M.A. degrees can be pursued in management, law, public health, international relations, developmental economics, and divinity. Joint programs are established with Pace Law School and Vermont Law School. Students may continue studies through the Graduate School of Arts and Sciences or within

the School of Forestry and Environmental Studies. Visit the website at: www.yale.edu/environment.

INTERCULTURAL COMM. · Portland, OR

Continue to make a difference: consider graduate work through the M.A. in intercultural relations program, offered in conjunction with the School of International Studies at the University of the Pacific. This limited-residency program builds on experiences like the Peace Corps for those who wish to obtain an advanced degree while maintaining employment in their own communities. Designed for adult professionals, the program takes two-and-a-half to three years to complete, with three two-week residencies in Portland and core coursework completed at home. RPCVs receive special consideration for admission. Contact at phone: 503.297.4622; e-mail: mair@intercultural.org; website: www.intercultural.org.

SCH. FOR INTL. TRAINING · Brattleboro, VT

Build on the intercultural skills developed in Peace Corps. Continue working towards bridging differences between people and nations for a more peaceful and sustainable world. Scholarships provided; admission preference for RPCVs. Applications accepted for master's degrees in social justice in intercultural relations, TESOL, conflict transformation, sustainable development, international education, organizational management, or a self-designed option allowing electives from the above. Intensive course work for two semesters and meaningful, practice experience. Work in your chosen field within one year. Programs begin in June and September. Contact SIT, Kipling Road, Brattleboro, VT 05301; phone: 802.258.3510 or 800.336.1616; e-mail: admissions@sit.edu; website: www.sit.edu/degree.html.

INTERN/VOLUNTEER

ENV. EDUCATORS/VOL. LEADERS · ME

Positions available with Maine Conservation Corps in environmental education, volunteer leadership, water quality monitoring/watershed stewardship, and developing environmental education programs and service opportunities. Qualifications: B.A./B.S. or equivalent experience; initiative; good communication, writing, and public speaking skills; commitment to environmental issues and community service. Minimum-wage stipend, health insurance, training and networking opportunities. Call or e-mail to request an application packet at phone: 207.287.4931 or (Maine only) 800.245.5627; e-mail: corps.conservation@maine.gov; website: www.state.me.us/labor/mcc.

ECO. INTERNSHIP · Guam

One-year position available with the National Oceanic and Atmospheric Administration through the Environmental Careers Organization. Duties: assists with multi-agency coral reef monitoring efforts, such as assessing the effectiveness of marine preserves, organizing Guam's annual Reef Check, and preparing GIS products. Qualifications: M.S./

AMERICORPS/VISTA

VISTA LEADER · Washington, DC

Position available with Operation Frontline, Share Our Strength, a national program that organizes volunteer chefs, nutritionists, financial planners, and others to teach cooking, nutrition, budgeting, and life skills classes to people with low incomes. Qualifications: strong program management skills, including management and training of AmeriCorps/VISTA members; understanding of low-income, multicultural populations and experience in community organizing; demonstrated problem-solving and decision-making abilities; computer skills; well-organized. Salary: approximately \$1,000 per month, stipend position. Deadline for applications: 12/01/03. Send résumé to Stacey Flanagan, National Manager, Operation Frontline, Share Our Strength, 733 15th Street, Suite 640, Washington, DC 20005; e-mail: sflanagan@strength.org.

Ph.D. in environmental/marine science/related field (or B.A./B.S. with extensive experience); strong GIS and project management skills required; experience living/working in island culture preferred. Salary: \$32K. Send (preferably by e-mail or fax) a résumé, letter of intent, and three letters of reference to Keri Jones, NOAA Program Manager, ECO, 5th Floor, Boston, MA 02111; phone: 617.426.4783 ext. 155; fax: 617.426.8159; e-mail: kjones@eco.org; website: www.eco.org.

FARM INTERN · Titusville, NJ

Position available with Howell Living History Farm. Duties: practices sustainable agriculture techniques from America's past that are still useful today, especially in developing countries. For more information, visit website. Contact Rob Flory at Howell Farm, 101 Hunter Road, Titusville, NJ 08560; phone: 609.737.3299; e-mail: thefarm@bellatlantic.net; website: www.howellfarm.org.

Career Assessment Help Available to RPCVs

Returned Volunteer Services (RVS) is now offering "Discover," a career-decision software program administered through ACT, Inc., to all RPCVs. The questionnaire-based program is designed to assess career-related interests, abilities, and job values to help you consider career options that are a good match for you. In addition, you can learn how to develop effective résumés, cover letters, job applications, and interviewing skills.

Please send an e-mail message to RVS at rvs@peacecorps.gov to receive a password to access the online career assessment service.

Crisis Corps Recruiting Short-Term Volunteers

Guinea

One HIV/AIDS Program Monitoring and Evaluation volunteer for a six-month assignment with Africare to assess program monitoring and evaluation framework related to health/nutrition and HIV/AIDS, assist in developing a template for data analysis, and create a PowerPoint presentation and a brochure. Qualifications include: Africa RPCV with experience in program monitoring and evaluation, and good spoken and written French language skills.

World Food Program is seeking one Food Aid Monitor to monitor and improve the food distribution process, build the capacity of local staff to perform objective data collection and analysis, and assess beneficiaries' use of the WFP food and coping mechanisms to access additional food resources. This six-month position requires a West Africa RPCV with a degree in health, education, or similar field, knowledge of the hearth model, experience in data analysis and monitoring and evaluation, and strong computer skills and good spoken French. Local language skills desired.

Cameroon

Orphans and Vulnerable Children (OVC) Program Developer/Trainer of Caregivers: Saint Martin de Porres Hospital is seeking a Developer/Trainer of Caregivers for the Orphans and Vulnerable Children Program. Duties include: design and facilitate trainings for volunteers, care-givers, and orphans; collaborate and provide training in HIV/AIDS education and support. Qualifications include: Africa RPCV with experience working on/developing projects with OVCs and HIV; skill in training trainers; intermediate French speaking ability; experience writing grants; ability to deal with frustrating situations, human suffering and AIDS pandemic environment, and willingness to live/work in a Catholic mission institution.

Director of Design and Architectural Structuring: The Isabelle de Boismenu Vocational Training Center and the Integrated Development Foundation are seeking a Director of Design and Architectural Structuring to oversee the design of a building for single adolescent mothers who are in pursuit of a better life for themselves and their children. Qualifications include: Africa RPCV with architecture or building design degree, experience with construction using appropriate technology; ability to work independently with minimal support and work productively with a range of ethnic groups and people of various educational backgrounds; willingness to live in basic conditions at small village level.

Malawi

The Malawi Red Cross Society is seeking volunteers for the following positions:

1.) Orphan and Vulnerable Children Technical Assistant volunteer to work on an HIV/AIDS initiative in day care centers for 2-5 year old children. Duties: develop sustainable systems of food security and income generating projects; mobilize health centers to carry out routine growth monitoring. Qualifications: BS in health or food related field M.P.H. preferred; 1-2 years of experience in food security or natural resource management; experience working with income generating projects; experience working with community based volunteers; completion of Peace Corps service in Africa.

2.) Home Based Care Technical Assistant needed to conduct assessment of client characteristics; develop entry and exit criteria and guidelines for clients enrolled in the program; assess the quality of care provided by staff and design training to address gaps in care. Qualifications: B.S. in health-related field, M.P.H. preferred; strong writing skills; skill in training design and facilitation; knowledge of linking public sector health services with community-based initiatives; experience in research design, administration and analysis; experience working with community-based volunteers and experience working with home-based care projects.

Upcoming Assignments

We are currently working with partners in Ecuador for an upcoming youth and family initiative. These positions will require Spanish-speaking skills and experience in the region. We are also working on positions in Namibia for HIV/AIDS assignments. These will also require regional experience. Watch this space for more information as these projects come online. RPCVs with relevant skills are encouraged to apply immediately.

Current Crisis Corps Countries

Volunteers are currently serving in the Federated States of Micronesia, Guinea, Kenya, Namibia, Malawi, South Africa, Tanzania, Zambia.

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

Peace Corps

Washington, DC 20526

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

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Peace Corps Week *Celebrate a Legacy of Service* March 1–March 7, 2004

"In establishing our Peace Corps, we intend to make full use of the resources and talents of private institutions and groups. Universities, voluntary agencies, labor unions, and industry will be asked to share in this effort—contributing diverse sources of energy and imagination—making it clear that the responsibility for peace is the responsibility of our entire society." President John F. Kennedy's statement upon signing Executive Order 10924 establishing the Peace Corps, March 1, 1963.

Help celebrate 43 years of making a difference in the world by making Peace Corps Week 2004 a rewarding experience for your community. Sign up to participate today! Online registration is available at www.peacecorps.gov/rpcv/peacecorpsday or complete and mail the reply card attached to your Peace Corps Week brochure to receive a free presentation kit. The kit includes materials to help you prepare for and promote your presentation. Visit the Peace Corps Week website for ideas and suggestions for your presentation.

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

November Career Event

Your Job Search: Using the Web to Save Time and Not Waste Time

Cindy Gurne, co-founder and vice president of Workforce Development, Aristotle Central, will provide tips for using the Internet to get the information you need to develop and manage a successful local, national, and global job search.

November 19, 2003
12 Noon to 1:30 p.m.

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

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

News Flash!

This month, Returned Volunteer Services (RVS) welcomes Patricia Licata as the new Manager for RVS and Editor of *Hotline*. She will work to develop the quality of RVS publications and services. Let's welcome her to our team!