

HOTLINE



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

HOT RESOURCES

Career Event

May 18—Washington, D.C.

See page 8

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

Peace Corps HOTLINE

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To place job announcements, visit
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
Fax: 202.692.1421

PUBLIC SECTOR

NUTRITION/FAMILY RESOURCE MANAGEMENT ISSUE LEADER • Kingston, NY

Position available with the Cornell Cooperative Extension Ulster County. Duties: provides leadership in planning, coordinating, implementing, and evaluating educational programs in nutrition, health and food safety, and family resource management for targeted audiences on a countywide or multicounty basis. Qualifications: M.S. and four years' experience required. Deadline: 3/25/2005. Send résumé to PA#364, Box 26, Kennedy Hall, Cornell U, Ithaca, NY 14853; website: www.cce.cornell.edu/careerops/pa364.htm.

ENGLISH LANGUAGE DEVELOPMENT TEACHER • Napakiak, AK

Part-time position available with the Lower Kuskokwim School District. The school is situated in a small village of 300. Duties: participates in dual immersion: Kindergarten is completely in Yup'ik, except for one-half hour a day with the English language development (ELD) teacher; first and second grades are half-day Yup'ik, half-day English, and 45 minutes with ELD teacher; teaches English to K-2 students daily and grades 3-12 weekly (vocabulary development). Qualifications: must be a certified teacher, preferably in elementary education; must be willing to share housing. Program runs from 8/2005 to 12/2005. Call Julie Auran at 907.589.2734; e-mail: julie_aurand@lksd.org.

SOUTHEAST ASIA/MIDDLE EAST PROJECT SPECIALIST • New York City

Position available with YES, an innovative high school exchange program funded through the U.S. Department of State. Help build bridges of international understanding between Americans and people in countries with significant Muslim populations. Duties: responsible for YES-related project implementation, leading the development of Web content, including alumni Web interfaces

and programming; provides educational content, including the implementation of leadership program content; makes use of technology, including videoconferencing and other media; targets campaigns focused on enhancing the visibility of YES program with the aim of increasing host family, volunteer, and school recruitment leads. For information and to apply, e-mail jstella@afs.org; phone: 212.299.9000, ext. 418.

VARIOUS USDA POSITIONS • CA

Permanent, seasonal, and temporary positions available with the United States Department of Agriculture, Forest Service. Positions include careers in forestry, fire management, biology, civil engineering, and archaeology. For information about the Forest Service, visit www.fs.fed.us/r5. For more information and instructions on how to apply, visit www.jobsearch.usajobs.opm.gov/a9fs.asp; e-mail: jgipsontaylor@fs.fed.us.

TEACHING ASSISTANTS • Mankato, MN

Position available at Minnesota State University-Mankato in department of biological sciences. Duties: teaches undergraduate biology labs and discussions. Qualifications: must be accepted into related MSU program (M.S. biology, environmental studies, biology education, or M.A.T. science); B.A./B.S. in biology field. Salary: \$8K per academic year for two years, plus partial tuition waiver. Send application, marked “Peace Corps” from www2.mnsu.edu/graduate/Forms/graduateAssistanceApp.pdf and statement of research interests to Dr. Steve Mercurio, Minnesota State University-Mankato, Department of Biological Sciences, 242 Trafton S, Mankato, MN 56001; phone: 507.389.5966; fax: 507.389.2788; e-mail: sdm@mnsu.edu; website: www2.mnsu.edu/graduate/Applying/applyingtoMSU.htm.

HORTICULTURE EDUCATOR • Walworth County, WI

Position available with the University of Wisconsin-Extension, horticulture educational programs. Draw on pertinent research findings in plant sciences, horticulture, and natural resources to meet the learning needs of individuals, families,

organizations, and communities. Duties: plans, develops, and evaluates educational programs based on local needs; provides advice and support to master-gardener volunteers; serves as the primary contact for horticulture questions; provides diagnostic services for plant disease and pest identification through appropriate university diagnostic services. For information and application, visit www.uwex.edu/ces/personnel.

LEAD RN • Prineville, OR

Positions available with the Ochoco Community Clinic. Duties: provides healthcare to the medically underserved; responsible for management of nursing functions, triage, nursing care, and support for M.D. and mid-level practitioners. The team will move into a new clinic in 2005. Receive full benefits. Fax résumé with salary requirements to 541.447.0708.

HIGH SCHOOL TEACHER • Brooklyn, NY

The Urban Assembly School for Law and Justice (SLJ) is a college-preparatory school with a focus on law. SLJ is accepting applications for New York schools-certified teachers of all sub-

continued on page 2

RPCVs Help Peace Corps Celebrate 44 Years

Peace Corps Week 2005 served as an excellent opportunity for RPCVs to help students, neighbors, and colleagues throughout the United States learn about the peoples and cultures of other countries.

Thank You.

Your continued commitment to the Peace Corps' third goal has made Peace Corps Week 2005 another successful and meaningful celebration.

* indicates this announcement has appeared in previous issues of *HOTLINE*.

“Let him who would move the world, first move himself.”—Socrates

jects for the 2005–06 school year. The program seeks versatile, energetic, and dedicated candidates to join the SLJ staff in developing and implementing an academically rigorous and interdisciplinary curriculum for ninth and tenth graders. Students are supported during their academic careers by personalized relationships with teachers and administrators. For information, visit www.sljhs.org. Send résumé and school-specific cover letter to ekaropkin@sljhs.org.

***CAMPUS RECRUITER • Columbus, OH**

Position available at Ohio State University, 20 hours a week, nine months a year. Duties: designs and implements recruitment plan to increase awareness of Peace Corps programs; provides presentations to student and community groups; evaluates applications and conducts interviews; establishes and maintains a working relationship with the Chicago regional Peace Corps office. Qualifications: enrolled at Ohio State University, preferably in a natural resource or agriculture-related area (College of Food, Agriculture, and Environmental Sciences); must be an RPCV; excellent communication skills; initiative and ability to work without close supervision. Compensation: assistantship salary includes tuition waiver plus monthly stipend. Position begins 9/2005. Deadline: 5/1/2005. Send letter of interest, résumé, and two letters of reference to Dr. Mark Erbaugh, 113 Agriculture Administration Building, 2120 Fyffe Road, Columbus, OH 43210; phone: 614.292.7252; fax: 614.292.1757; e-mail: erbaugh.1@osu.edu.

PRIVATE SECTOR

BUDGET OFFICER • Arlington, VA

Position available with International Relief and Development. Qualifications: NGO background is required; five years' experience with cost-proposal preparation, federal funding, overhead and administrative budgets, financial donor reporting, and monitoring budget implementation; relevant degree re-

quired; must be eligible to work in the United States. Benefits: employer-paid health insurance, parking, and generous vacation. Send résumé, with subject heading "Budget Officer," to Careers@ird-dc.org.

PROJECT ASSISTANT • DC

Position available with ACDI/VOCA. Duties: works with the Latin America and Global divisions; provides administrative support and assistance to overseas offices/projects; conducts country/project research; develops budgets, writes reports, maintains files, and helps with new-business development. Qualifications: B.A./B.S. in agriculture, international affairs, business, management, or related field; excellent organizational abilities; strong computer and communication skills; fluency in Spanish, French, or Portuguese preferred; one to two years' international experience (preferably in Latin America or Africa) desired. Send résumé, cover letter, and salary history to HR/LAGL-PA, PO Box 77316, Washington, DC 20013; fax: 202.638.7477; e-mail: openings@acdivoca.org; website: www.ACDIVOCA.ORG. No phone calls please.

SR. PROJECT ADMINISTRATOR ASSOC. • DC

Position available with PATH and the global campaign for microbicides. The campaign is a broad-based international movement to build support among policymakers, opinion leaders, and the general public for increased investment into microbicides and other user-controlled HIV/STI prevention methods. Through advocacy, policy analysis, and social science research, the campaign works to accelerate product development, facilitate widespread access and use, and protect the needs and interests of users, especially women. For information and to apply, visit "Job #1597" at www.path.org/about/jobs.php. Send cover letter, CV (in Word '97 or later), and PATH online employment application to www.path.org.

PATIENT REGISTRAR • Alexandria, VA

Position available with Alexandria Neighborhood Health Services, Inc. Offer affordable, comprehensive

primary care services to men, women, and children of all ages. Duties: assists in registering patients for the organization's services. Qualifications: previous office experience in a healthcare setting preferred; good oral and written English and Spanish skills required. For more information and to apply, e-mail J. Charles, RN, Ph.D., at anhsi@aol.com.

SPECIAL EDUCATION TEACHER, PSYCHOLOGIST, AND COUNSELOR • Navajo Nation, northern AZ

Positions available with Peak Educational Services. Duty: provide high-quality services to a historically underserved population. Benefits: school calendar work schedule, competitive salary, low cost of living, health and retirement benefits, supportive team environment, professional development, mileage reimbursement, and provision of necessary materials. For more information, visit www.peakteam.com; phone: 928.779.0446. Send résumé and letter of interest to 7140 West Suzette Lane, Flagstaff, AZ 86001; e-mail: info@peakteam.com.

ENTERPRISE/RURAL INDUSTRY DEVELOPMENT SPECIALIST • DC

Position available with ACDI/VOCA. Duties: identifies technical support needs of field projects and develops and delivers appropriate short-term technical assistance to those projects in coordination with project management; develops strategies to build a strong and dynamic team across operating divisions, with both field and headquarters staff; ensures new projects have adequate levels of short-term technical assistance and where allowed by the donor; provides support to field projects; develops and conducts staff training in a range of topics related to rural firm and industry development; provides technical support; contributes to, and occasionally leads, technical writing for proposals. Qualifications: M.A. in economics, agricultural economics, finance, or M.B.A.; 7 to 10 years' experience, including at least two years' experience working in an emerging economy; candidate must be familiar with competitiveness, cluster, and value chain analyses and approaches to economic development and be able to conduct quantitative and qualitative field research; strong oral and written communications skills in English are required; proficiency in a second emerging economy language preferred. Send cover letter, résumé, and salary history to ACDI/VOCA-ERD-specialist, attn: Human Resources, 50 F Street, NW, #1075, Washington, DC 20001; fax: 202.638.7477; website: www.openings@acdivoca.org.

RESEARCH ASSISTANT • DC

Position available with the International Foundation for Election Systems (IFES). Duties: performs research and Web maintenance related to the IFES international election calendar and information portal, ElectionGuide.org; responsible for research and administrative assistance with events, outreach, and other ongoing projects of the applied research center; researches, drafts, and verifies reports on international elections and referendums for ElectionGuide.org; conducts daily Web searches and monitors newswires for news regarding election dates and political developments; performs daily Web maintenance and updates for ElectionGuide.org. For more information and to apply, call 202.350.6700; e-mail: jobs@ifes.org.

SUMMER STAFF • Newport, PA

Positions available with Longacre Leadership. Duties: work with teenagers in an experiential, outdoor-

HOT! OPPORTUNITIES

TECHNICAL TRAINERS • Ecuador

Positions available with the Peace Corps in Ecuador. Duties: design and implement a 10-week pre-service training in rural public health for youth and families. Qualifications: English and Spanish fluency; field work and cross-cultural experience in the particular area is preferred; professional experience and education in the particular area is preferred; experience in small-business development and income generation; experience in training; knowledge of participatory planning and gender issues; work experience in Ecuador with the Peace Corps is strongly preferred. Contract period runs from 6/1/2005 to 8/31/2005. Deadline: 3/31/2005. Send résumé and cover letter, indicating position you are applying for and related experience, to Peace Corps Ecuador-APCD/training manager, Casilla 17-08-8624 Quito, Ecuador; phone: 59.32.227.6300; fax: 59.32.227.3763; e-mail: ssilva@ec.peacecorps.gov.

PROPOSAL AND FUNDRAISING SPECIALIST • DC

Position available with Innovative Resources Management (IRM). Duties: assumes lead in various proposal submissions to USAID and other donors and is key member of IRM's D.C.-based team. Qualification: three to five years' experience in proposal and grant writing and other fundraising activities; excellent writing skills; highly organized, able to perform under time pressure, and ability to work effectively in a small-office environment. Salary: \$37,500, commensurate with experience and salary history. Receive generous standard benefits package. For information, visit www.irmgt.com. Send CV to Christin Hutchinson at hutch@irmgt.com.

oriented co-ed summer program; support curriculum that stresses skills development, self reliance, community service, and interpersonal growth; lead recreation that includes climbing, caving, backpacking, bicycling, gardening, horseback riding, farming, drama, and/or crafts. Qualifications: good interpersonal and decision-making skills; must be 21 or older. Salary: \$1,500–1,700 with room and board for 5 1/2-week program. Program begins 6/16/2005. For more information, contact Cori Jensen or Susan Smith at Longacre Leadership, 4028 Middle Ridge Road, Newport, PA 17074; phone: 717.567.3349; fax: 717.567.3955; e-mail: cori@longacre.com; website: www.longacre.com.

SENIOR PROGRAM OFFICER • DC

Position available with the Academy for Educational Development. Duties: manages specific contracts and grants, new-business development, marketing, development of existing and new capabilities, and proposal efforts. Qualifications: M.A. in international development or related degree with at least seven years managing international education or training development activities; USAID experience in Eurasia and/or South Asia preferred; bilingual in Russian, French, Spanish, or Portuguese; excellent computer skills; ability to meet deadlines; some travel. Salary: \$50K–70K. Send CV with cover letter, referencing title and number CS5049PC, to employ@aed.org; address: AED, 1825 Connecticut Avenue, NW, Suite 800, Washington, DC 20009; website: www.aed.org.

SPEECH THERAPIST • Lancaster, NH

Position available with Easter Seals, New Hampshire. Duties: joins a therapeutic team in meeting the needs of youth with a range of abilities in a small-school setting. Qualifications: speech/language degree required; experience in speech therapy desired. Receive a great benefit package. Send cover letter and résumé to Bonnie McPhetres, director of education and residential services, Easter Seals, New Hampshire, 525 Prospect Road, Lancaster, NH 03584; e-mail: bmcphtres@eastersealsnh.

BILINGUAL CENTRAL CARE COORDINATOR • Portland, OR

Position available with Morrison Child and Family Services. Duties: provides services for children, adolescents, and families in need of support; provides referrals to providers and community resources; long-term case management; mental health intervention; and clinical oversight to meet mental health needs. Qualifications: M.A. in psychology or related field; three years' experience working with youth and families in community, school, or related area; one year's postgraduate experience providing clinical service to children and/or families in mental health setting; bilingual in Spanish and English; experience working with the case-management model. Send cover letter and résumé to L. Cone at jobs@morrisonkids.org; website: www.morrisonkids.org.

COUNSELOR-DIRECTOR OF STUDENT AFFAIRS • Garberville, CA

Position available with Heartwood Institute, a holistic health school. Duties: provides individual counseling as well as facilitates successful completion of programs; promotes academic achievement; manages students' grievances; acts as a liaison between the school community and other departments. Our staff enjoys rural community living on 200 oak-speckled mountain acres in northern California. Receive wholesome organic vegetarian meals and participate in classes,

including yoga, movement, and awareness practices. Benefits include room and board, educational opportunities, monthly stipend, 35 hours/week and four weeks vacation. For information and to apply, call 707.923.5012; website: www.heartwoodinstitute.com.

PROGRAM DIRECTOR • DC

Position available with the Education for Employment Foundation. Duties: identifies and explores opportunities for new educational programs; manages the implementation of current and upcoming projects; engages potential partners in the private and public sectors; involved in fundraising and institutional development. Qualifications: extensive experience working in the Islamic world; passion for addressing youth unemployment in Muslim countries; intelligent, dynamic, diplomatic, and resourceful; M.A. or equivalent professional degree required; minimum five years' experience in project management, with particular reference to education. For information and to apply, e-mail employment@efefoundation.org; phone: 202.464.5203.

PROJECT MANAGER • Redwood City, CA

Position available with KaBOOM! Duties: leads a construction project through design, planning, and implementation; plans events; helps with community building; fosters civic engagement by ensuring positive and safe volunteer experiences; manages effective, high-energy, and inspiring purple tee affairs. Qualifications: project management experience preferred; ability to manage multiple tasks and projects at the same time; Spanish- or French-speaking preferred. Send résumés and salary requirements to hr@kaboom.org.

ADMINISTRATIVE ASSOCIATE • DC

Position available with the International Foundation for Election Systems. Duties: provides support to the director and general manager of the center for post conflict governance in areas such as scheduling, answering telephones, copying and logistics, the prioritizing and handling of inbound and outbound communications, word processing, and file maintenance; responsible for travel arrangements, expense reporting, and central file management; manages various administrative functions, such as time and attendance, special events, conferences, and offsite meetings. Qualifications: B.A. from an accredited college or university or a minimum of three to five years' experience in administrative support to an office work team. Phone: 202.350.6700; e-mail: jobs@ifes.org.

ELEMENTARY/MIDDLE SCHOOL READING AND MATH TEACHERS • Brooklyn, NY

Positions available with Achievement First. Achievement First is a school reform nonprofit started by the leaders of Amistad Academy, a high performing charter school in New Haven, Conn. The schools will be based on the Amistad Academy model, including extremely high expectations for student achievement, rigorous instruction, no-excuses discipline, and a positive, achievement-oriented school culture. For information, visit www.achievementfirst.org. Send résumé and cover letter to Carla Seeger, director of recruitment, at recruitment@achievementfirst.org.

SOCIAL WORKER • New York City

Position available with the Goddard Riverside Community Center. Duties: provides social services to formerly homeless tenants living in the Capitol Hill residence, a single room occupancy facility; implements a wide range of casework services to maintain

tenant independency, including welfare, social security, and mental health services; maintains up-to-date records on all assigned clients. Qualifications: prior work experience with homeless individuals; social work experience helpful; Spanish speaking required; M.S.W. preferred. Fax résumé to Howard Fleishman, director, to 212.877.0256; e-mail: hfleishman@goddard.org.

DIRECTOR OF NURSING • Espanola, NM

Position available with Health Centers of Northern New Mexico. Duties: works in rural community; responsible for supervising staff and clinical duties within the nursing area. Qualifications: RN licensure; two years' supervisory experience (charge nurse experience acceptable); current New Mexico nursing license, CPR, and ACLS required; B.S.N. preferred. For information and to apply, e-mail barbara.lujan@hcnm.org; phone: 800.284.7284, ext. 5927.

RESIDENTIAL INSTRUCTOR • Lancaster, NH

Position available with Easter Seals, New Hampshire. Looking for enthusiastic instructors to help guide boys ages 10–20 through daily living and community activities. Youth have a range of challenging behaviors and behavior plans to address them. Training provided. Qualifications: B.A./B.S. required; experience in related field desired. Receive a great benefit package. Send cover letter and résumé to Bonnie McPhetres, director of educational and residential services, Easter Seals, New Hampshire, 525 Prospect Road, Lancaster, NH 03584; e-mail: bmcphtres@eastersealsnh.org.

SUPPORT SERVICES ASSISTANT • Portland, OR

Position available with Outside In. Duties: provides administrative support for nonprofit agency's human resources department, executive director, and others; processes job applications and mail; files; copies; performs data entry; runs errands; orders supplies and printed materials; and helps with special projects. Qualifications: must have two years' office experience; PC proficiency; attention to detail; motivated. Salary: \$11.25–11.75/hour with benefits. Send cover letter and employment application to www.outsidein.org/employment.htm.

KNOWLEDGE SERVICES

CO-TEAM LEADER • DC

Position available with the Academy for Educational Development. Duties: works on the USAID development information services project; plans work and provides research guidance to a large, diverse staff of subject experts as well as takes the lead in some hands-on research for high-level, high-profile assignments. Qualifications: advanced degree required; expert manager fluent in all areas of international development research; knowledgeable about USAID and other development organizations with some field experience. For information, visit www.employment.aed.org/openings/grade7/4388-7.html. Send résumé and cover letter, referencing position #KN4388pc, to AED/HR, 1825 Connecticut Avenue, NW, Washington, DC 20009; fax: 202.884.8413; e-mail: employ@aed.org.

VARIOUS TEACHER POSITIONS • TX

Positions available with the Chinquapin School, a five-day boarding school for boys and day-school for girls that provides college preparatory education to students from low-income families in the Houston area. Teaching positions available include earth science (8th grade), biology (10th grade), chemistry (11th

PEACE CORPS FELLOWS/USA



Peace Corps Fellows/USA works with nearly 40 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; call 800.424.8580, ext. 1440; or write to 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.

DePaul University

Chicago, IL

Elementary and high school special education certification. Justin Speer, phone: 312.362.6911; e-mail: jspeer@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: phone: 919.613.7325; e-mail: dukempp@duke.edu; or Chuck Pringle, phone: 919.613.7325; e-mail: DukeMPP@duke.edu. PIDP: Stephanie Alt Lamm, phone: 919.613.7356; e-mail: 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.

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.

Fordham University

Bronx, NY

International political economy and development. Dr. Henry Schwalbenberg, phone: 718.817.4064; e-mail: 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. Lynn Walker Levy, phone: 703.993.3602; e-mail: 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.

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. Beverly Beyer, phone: 309.438.8685; e-mail: babeyer@ilstu.edu.

Johns Hopkins University

Baltimore, MD

Nursing, public health. Mary O'Rourke, phone: 410.955.7548; e-mail: orourke@son.jhmi.edu.

Loma Linda University (program in development)

Loma Linda, CA

Public health, including global health, humanitarian assistance, and reproductive health. Dr. Barbara Anderson, phone: 909.558.4902; e-mail: banderson2@sph.llu.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.

Michigan Technological University

Houghton, MI

Environmental policy. Dr. Kathleen Halvorsen, phone: 906.487.2824; e-mail: 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.

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. Suzy Stein, phone: 212.229.5311, ext. 1215; e-mail: sstein@newschool.edu.

Northern Arizona University

Flagstaff, AZ

Business. Ted Bouras, phone: 928.523.3657; e-mail: ted.bouras@nau.edu or 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.

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 or 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.

Temple University

Philadelphia, PA

Secondary education in sciences, foreign languages, or English. Dr. David Fitt, phone: 215.204.6110; e-mail: dfitt@temple.edu.

grade), 6th grade teacher with experience to teach core subjects, and middle and upper school English teachers. Duties: teach four classes; coach or perform P.E. responsibilities; help work/maintenance program. Benefits: full health and dental insurance, year-round housing and utilities, meals during the school year, retirement plan, and professional development allowance. Qualifications: coaching experience helpful; live on campus in faculty homes or apartments. For information, phone Bill or Kathy Heinzerling, director and co-director, at 281.426.3334. Fax résumé to 281.426.5553; e-mail: kheinzer@earthlink.net.

INTERNATIONAL RECRUITER • Atlanta

Position available with CARE. Duties: reports recruitment activity; monitors recruitment practices; understands advanced website searches in working with human resources to ensure updated and effective search activities; participates in future staff training, works as a knowledge manager in any system that

pertains to recruiting, seeking best advertising sources and writing ads. Qualifications: B.A.; two to three years' recruitment experience; proficiency in second language, preferably French; experience living and working overseas. For information and to apply, visit www.careusa.org/careers.

SENIOR EXPLAINER IN HOWELL

FAMILY GARDEN • Bronx, NY

Position available with the New York Botanical Garden. Duties: guides children and families through a variety of gardening activities, including composting, preparing and planting garden plots, and investigating a meadow and pond; facilitates nature-craft activities and interprets garden exhibits and plantings; assists with horticultural maintenance of site. Qualifications: demonstrated knowledge of gardening and teaching skills; ability to work with groups of children. Position is part time (4/2005–10/2005). Salary: \$10–12/hour, with a maximum of 24 hours/week.

Send cover letter and résumé to The New York Botanical Garden, attn: Livia Mazur, 200th Street and Kazimiroff Boulevard, Bronx, NY 10458; phone: 718.817.8768; fax: 718.220.6504; e-mail: lmazur@nybg.org.

LEADERSHIP EDUCATION POSITIONS • DC

Temporary positions available with Congressional Youth Leadership Council. Duties: work with middle and high school student leaders in a campus setting in Washington, D.C.; New York City; or Europe. Qualifications: backgrounds in leadership development, education, and/or event planning; enthusiastic, energetic team players with strong communication skills. Must be available days, evenings, and weekends. Program runs from 6/2005 to 8/2005. Deadline: 5/31/2005. Send résumé and cover letter to CYLC Jobs, 1919 Gallows Road, Suite 700, Vienna, VA 22182; e-mail: Jobs@cylc.org; fax: 703.584.9280; website: www.cylc.org/careers.

REGISTERED NURSE • Alexandria, VA

Position available with Alexandria Neighborhood Health Services, Inc. (ANHSI). Duties: provides comprehensive healthcare services to low-income families in Alexandria and surrounding communities; involved in health and physical assessments, triage activities, management and treatment of acute and chronic illnesses, health education, and promotion activities. Staff has the opportunity to participate in outreach activities and local and statewide healthcare initiatives. Professional development of staff is strongly supported by management. Qualifications: community-based experience preferred; good oral and written skills in English and Spanish are required; creativity and adaptability in a rapidly growing organization and dynamic healthcare environment is required. For information and to apply, contact J. Charles, RN, Ph.D., at anhsi@aol.com.

EXPEDITION LEADER/CO-LEADER •**United States and various international locations**

Position available with the Road Less Traveled, Inc. Duties: focuses on wilderness adventure, community service, cultural awareness, and environmental education programs for teenagers; works with other highly motivated, qualified, committed professionals; experience interesting cultures of the American West, Alaska, Hawaii, Costa Rica, Panama, Ecuador, Peru, Mexico, Norway, and India; helps with backpacking, ice and snow mountaineering, rock climbing, desert hiking, trekking, kayaking, whitewater rafting, and community service. Qualifications: minimum age requirement of 21 years; experience working with teenagers; solid wilderness skills; valid driver's license and good driving record; WFR, WEMT, or EMT certification is required; personal interview is mandatory. For information and an application, visit www.theroadlesstraveled.com/jobs.htm. Send application and résumé to RLT, attn: Claire Rusnak, 2331 N. Elston Avenue, Chicago, IL 60614.

MONITORING AND EVALUATION SPECIALIST • DC

Position available with ACDI/VOCA. Duties: formulates a framework for monitoring and evaluation, including uniform benchmarks for the organization; reviews existing project-specific monitoring and evaluation systems; facilitates the integration of the monitoring and evaluation system into the company-wide project review process; trains and assists project managers in use of the monitoring and evaluation system; writes and regularly updates monitoring and evaluation portions on proposals; creates a stand-alone piece of text and associated tables; works with staff to facilitate resolution of systemic issues; trains field staff in the new monitoring and evaluation system; and undertakes other client-approved short-term overseas monitoring and evaluation system assignments. Qualifications: B.A. in economics, statistics, or relevant field, with concentration in monitoring and evaluation or similar quantitative research topic is highly desired; strong written and oral communication skills; visual graphic design skills; proficiency with SPSS, SAS, or other statistical software package, budgeting, and database software; Lotus Notes a plus; minimum four years' international development experience, including a minimum of two years in a monitoring and evaluation position in the United States or abroad; proficiency in at least one foreign language is preferred; ability to prioritize work under pressure and handle multiple tasks under tight deadlines; ability to work with minimum guidance; team player, flexibility

and willingness to undertake short-term assignments worldwide. Send cover letter, résumé, and salary history to ACDI/VOCA-M&E Specialist, attn: Human Resources, 50 F Street, NW, #1075, Washington, DC 20001; fax: 202.638.7477; e-mail: www.openings@acdiovoca.org.

INTERNATIONAL**ENGLISH INSTRUCTOR •****Northern Marianas Islands**

Position available with Northern Marianas College. Qualifications: M.A. from a U.S.-accredited college or university in ESL/EFL, linguistics, or related discipline, or an M.A. in another field together with TESL certificate; two years' teaching experience at the post-secondary level; teaching experience in a Pacific/Asian area setting will be given preference. For information and to apply, visit www.nmcnet.edu/hr.cfm/jobs/.

COUNTRY DIRECTOR • Kabul, Afghanistan

Position available with Internews Network. Duties: fosters independent media and promotes open communication policies; heads large community radio project in Afghanistan. Qualifications: demonstrated experience managing large development projects; strong staff management skills; experience in journalism is preferred; Persian language skills preferred. For information, visit www.internews.org. Send cover letter and CV to INjobs@internews.org.

PROGRAM MANAGER • West Bank/Gaza

Position available with the International Foundation for Election Systems. Duties: provides technical assistance to the continuing election process in the West Bank/Gaza; provides institutional support and advice to the central election commission (CEC) of the Palestinian Authority and other institutions on preparations for Palestinian Legislative Council and other upcoming elections; participates in activities, including training of CEC staff, advising on the development of laws and procedures pertaining to elections, voter education, and support for donor coordination. Project duration continues until 12/2005. Qualifications: minimum five years' experience in international program management; experience with USAID regulations and the implementation of USAID-funded project activities. For information and to apply, contact jobs@ifes.org.

COUNTRY DIRECTOR • La Paz, Bolivia

Position available with Food for the Hungry International (FHI). Duties: acts as chief representative in Bolivia; provides leadership to and manages all FHI programs and staffs in this field office; works to progress toward the Vision of a Community (VOC). For information and application, visit www.fhi.net/involve/employment.html.

SPECIAL EDUCATION TEACHER •**Bamako, Mali**

Temporary position available to teach a dyslexic girl at the American International School (AIS) in Bamako, Mali. Duties: contract is with family, not school, to work with the girl within the context of eighth-grade classroom(s) for the 2005-06 school year; attends academic classes with the student; works with academic teachers to develop appropriate adaptations; implements adaptations; and strengthens student's organizational skills, study

strategies, and use of assistive technology. Qualifications: certification in special education; experience with dyslexic children. Benefits include salary, travel to Mali, health insurance, and housing support. For information regarding the school, visit www.aisbmali.org. Send cover letter and résumé to Lynne Franco at lynnefranco@yahoo.com.

CHIEF OF PARTY • Africa/Arab world

Position available with Management Systems International. Duty: runs an upcoming program to strengthen business opportunities in Africa and the Arab world. Qualifications: minimum three years' experience as a USAID chief of party and minimum 10 years' experience in programs that seek to expand business opportunities and develop entrepreneurship in Africa or the Arab world; M.B.A. is required; fluent in English and excellent oral and written skills in French. Send résumé to gritchley@msi-inc.com.

EDUCATION SECTOR LEADER • Indonesia

Position available with Save the Children. Duties: initiates and coordinates relationships with local NGO and government entities with regard to formal and informal education programs; conducts ongoing assessments and initiates educational programs and formal educational and youth programs. Qualifications: M.A. in education or equivalent work experience; five to eight years' experience developing and managing education in emergency programs; experience writing, reviewing proposals, and developing and tracking budgets; experience in management, monitoring, and evaluation; strong oral and written English communications and computer skills. For information and to apply, reference position number 2517 at www.savethechildren.org/careers/index.asp.

HEALTH DELEGATE • Kigoma, Tanzania

Position available with American Red Cross. Duties: assists in education and social mobilization HIV/AIDS prevention program; provides technical assistance in project planning, financial management, community mobilization, training, behavior change and supervision. Qualifications: M.A. in public health or related discipline; two to three years' relevant work experience in East Africa; experience in coaching and training in HIV/AIDS prevention, peer and outreach, and community mobilization; experience in working with youth and Muslim populations preferred. Fluency in Swahili. Must be eligible to work in the United States. Deadline: 4/1/2005. For information and to apply, reference position #1223BR at www.redcross.org/jobs.

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Crisis Corps Recruiting Short-Term Volunteers

Ecuador

The Red Cross of Ecuador requests one Crisis Corps Volunteer to serve a six-month assignment as an **HIV/AIDS Advisor**. Duties: revises and improves HIV pre- and post-test counseling programs in several provinces; develops communication instruments to educate clientele on pre- and post-test counseling; collaborates with the HIV/AIDS management team in programming; and assists in the monitoring, feedback, and evaluation of the project proposal. Qualifications: public health professional with relevant advanced degree (M.P.H. preferred); experience working with HIV/AIDS pre- and post-test counseling; strong organizational skills; professional experience in proposal writing and recommending future actions; experience in organizational development; Latin or Central America RPCV; fluent written and oral Spanish; desire to work under Red Cross principles; PLWHA or candidate who has a relative or friend living with HIV/AIDS is preferred.

CEMOPLAF, a nonprofit that provides health and family planning services to the Ecuadorian public, requests one Crisis Corps Volunteer for a six-month assignment as an **HIV/AIDS Counseling and Testing Program Advisor**. Duties: strengthens pre- and post-test counseling services project proposal; develops strategies, methods, and other communication instruments to educate and train youth about preventive actions; provides coaching in training methodology with staff and vulnerable populations; assists staff with formulation of prevention campaigns; and assists in the monitoring, feedback, and evaluation of the project proposal. Qualifications: public-health professional with relevant advanced degree (M.P.H. preferred); experience working with HIV/AIDS pre- and post-test counseling; organizational skills; professional experience in proposal writing; Latin or Central America RPCV; fluent written and oral Spanish.

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; or call 202.692.2250 or 1.800.424.8580, ext. 2250. Applications can be downloaded from the website.

CEMOPLAF requests one Crisis Corps Volunteer for a six-month assignment as an **HIV/AIDS Advisor**. This Volunteer will be assigned to strengthen an HIV/AIDS prevention education project proposal. Duties: develops strategies, methods, and other communication instruments to educate and train youth in taking appropriate preventive actions; provides coaching in training methodology with staff; assists staff with the formulation of prevention campaigns; assists in the monitoring, feedback, and evaluation of the project proposal and in development of new evaluation tools; public-health professional with relevant advanced degree required (M.P.H. preferred); experience working with HIV/AIDS required; organizational skills required; professional experience in proposal writing and project implementation required; Latin or Central America RPCV required; fluent written and oral Spanish required.

Jamaica

Jamaican Association for the Deaf requests a **Fast Track Coordinator** for six months. Duties: performs diagnostic assessments of deaf learners; designs individual intervention programs; facilitates staff trainings; prepares reports and documenting processes with the Fast Track program. Qualifications: M.A. in deaf education or linguistics with a focus on sign language, or a B.A. 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.

Jamaican Social Investment Fund 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: B.A. in civil engineering; project management experience; one

year of training experience; ability to adapt projects to skills available in the local community. Desired qualifications: M.A. in civil engineering; experience in developing projects from concept to completion; demonstrated skills in value engineering and cost factors.

Cameroon

Project Hope seeks a **Technical Officer for Communication** to assist with behavior change communication (BCC) and the development of innovative and appropriate information, education, and communication (IEC) materials for the organization's various HIV/AIDS programs (prevention, testing treatment and counseling, youth outreach, and support for people living with HIV/AIDS). Qualifications: degree in public health or related field (M.P.H. preferred); experience developing behavior-change communication interventions and materials; strong HIV/AIDS and training experience. This six-month assignment is scheduled to start in April 2005.

Zambia

The Livingstone District Health Board SEPO Center (Hope Center) seeks a **Home-Based Care Program Development Specialist** to analyze the home-based care program in relation to income-generating activities and life-saving skills and to develop strategies for improving program quality and growing the program. Duties: builds caregiver capacity, works with project staff to develop a five-year strategic plan for programming, vision, and mission; provides training in entrepreneurship and basic financial management; provides training in maintaining a sustainable home-based care unit/program; assists with identification of income-generating activities and project-proposal preparation. Qualifications: RPCV, Africa; graduate degree in social sciences or related field; experience in strategic planning, project planning, and management, HIV/AIDS awareness/education/communication, and entrepreneurship. This six-month assignment is scheduled to start immediately.

Because of mail delivery difficulties, the Crisis Corps requests that applications and résumés be faxed to 202.692.2251 or e-mailed to crisiscorps@peacecorps.gov.

VOLUNTEER SUMMER GROUP LEADERS • Honduras; Peru; Ghana; or Ukraine

Positions available with American Jewish World Service. Duties: facilitate all areas of program, including work project, educational sessions, coordinating logistics with host community, ensuring health and safety of the group, and monitoring the impact of the program on host communities. Qualifications: service in one of the above countries; informal Jewish education as a participant or facilitator; group leadership experience. Training begins mid-April. Position runs from mid-June to early August. Deadline: 3/31/2005. For information and to apply, visit www.ajws.org.

COMMUNITY CENTER DIR. • Asia; North Africa

Positions available with the United Seamen's Service. Duties: work in merchant marine and port community centers in Asia and North Africa; organize and manage programs for both seafarers and U.S. government personnel; maintain a liaison between government agencies and the maritime industry overseas. Qualifications: strong management skills relating to food and beverage service in a club atmosphere; overseas experience; French or Arabic language skills is needed for one position. Initial assignment overseas is for two years. Benefits include housing. Send salary history and résumé to assistant director, operations, United Seamen's Service, 20 Exchange Place, Suite 2901, New York, NY 10005; fax: 212.269.5721.

ASSOCIATE DIRECTORS FOR DEVELOPMENT, PEACE/HEALTH • Africa; the Americas

Positions available with the Carter Center. Duties: assist in achieving fundraising goals for peace and health programs; manage fundraising for programs, which are funded primarily by foundations, corporations, domestic and foreign governments, multilateral organizations, and individuals. Program activities are focused in Africa and the Americas. Qualifications: B.A. required; M.A. preferred; three years' experience with grant writing and donor management for nongovernmental organizations; experience with international programs and/or health programs preferred. Send cover letter, résumé, and application to the Carter Center, HR, REF# AD Peace or Health, One Copenhill Avenue, Atlanta, GA 30307; fax: 404.420.3818; e-mail: scallah@emory.edu.

SECURITY/OPERATIONS MANAGER • Iraq

Position available with the International Foundation for Election Systems (IFES). IFES was awarded a cooperative agreement with USAID/Iraq under the heading, "Domestic Oversight and Voter Education Activities for the Iraqi Electoral Process." Under this agreement, IFES will design and implement a program aimed at identifying, monitoring, and mitigating and preventing violence related to the election process. Duties: manages IFES' relationship with its Iraq security provider, Kroll, including the provision of life support; oversees security operations of the three Iraqi field offices in Baghdad, Arbil, and Basra, as well as other parts of the country. For information and to apply, e-mail jobs@ifes.org; phone: 202.350.6700.

INTERN/VOLUNTEER

***INTERNSHIPS • Floyd, VA**

Internship positions available with Full Circle Organic Farm. Duties: responsible for greenhouse/coldframe seedling production; composting; vegetable, mushroom, and herb cultivation; seed saving; animal husbandry; horse-powered techniques; food preparation and preservation; sales/marketing outreach. Manual, draft horse, tiller, and tractor technologies used. Private camper trailers in wooded lots, common shower, and outdoor kitchen provided;

whole foods and educational opportunities exchanged for 30 focused hours/week of labor on farm or related activities. Stipend or work-forage is possible after trial period. A car is strongly recommended. Position runs from 5/2005 through 11/2005—four-month minimum commitment. For intern packet, contact Full Circle Organic Farm, 320 Fork Drive, Floyd, VA 24091; phone: 540.745.3182.

ORGANIC FARM INTERNSHIPS • Orange County, NY

Five positions available at Keith's Farm. Duties: perform all aspects of planting, growing, harvesting, and marketing of approximately a hundred varieties of vegetables and herbs. Qualifications: enjoy outdoor work and have a strong interest in learning and practicing sustainable agriculture. Salary: \$200/week with housing in a beautiful surrounding. Salary will increase to \$250/week after eight weeks. Possibility of long-term management position with good salary, housing, and benefits. Position runs from 4/2005 to 12/2005. Contact Keith Stewart, Keith's Farm, PO Box 297, Westtown, NY 10998; phone: 845.856.4955; e-mail: keithsfarm@frontiernet.net.

EDUCATION

***SCHOLARSHIPS • Monterey, CA**

The Monterey Institute of International Studies offers scholarships, ranging up to \$10,000, for qualified RPCVs interested in programs, including MBA, international and environmental policy studies, public administration, translation and interpretation, TESOL, and teaching foreign languages. The Institute prepares students for international careers in the private, public, and non-profit sectors. Half the students come from more than 50 countries. Most American students have lived, worked, or studied abroad. For information, call 831.647.4123 or 800.824.7235; e-mail: admit@miis.edu; website: www.miis.edu.

BILINGUAL SPECIAL EDUCATION M.A. • DC

The George Washington University offers tuition scholarships for an M.A. in curriculum and instruction with a concentration in bilingual special education. The two-year program begins 5/2005. For information and to apply, contact Marjorie Rosenberg at mbrosenberg@cox.net.

***HIGH SCHOOL TEACHERS • MS**

The Teacher Corps offers a two-year M.A. program in education from the University of Mississippi. Receive a full scholarship, including full pay and benefits, textbooks, housing, stipend during summer training, teacher certification, and continuous field support. No previous education coursework or experience required. The program is administered by an RPCV. For information, phone 800.884.7606; e-mail: mte@olemiss.edu; website: www.mtcorsp.net.

AMERICORPS/VISTA

CONSERVATION CORPS LEADERS • Pacific Northwest

Positions available with Northwest Youth Corps. Positions starting immediately. Duties: live in

remote settings throughout the Pacific Northwest, supervising youth ages 14–19; co-supervise a 10-person work crew. Learn new skills, build lots of muscles, and see amazing places. Salary \$70–86/day. For more information, visit www.nwyouthcorps.org. Send résumé and cover letter to work@nwyouthcorps.org.

VISTA LEADER • New York City

Position available with Habitat for Humanity as an AmeriCorps*VISTA leader. Duties: works with a team of 11 VISTA members statewide. Qualifications: proficient in MS Office; requires minimal supervision. Send cover letter and résumé to Sherina Davis, National Service program director, Habitat for Humanity, New York City, 334 Furman Street, 2nd Floor, Brooklyn, NY 11201; e-mail: sdavis@habitatnyc.org; phone: 718.246.5656, ext. 315; fax: 718.246.2787.

FIELD TEAM MEMBER 2005 • Augusta, ME

Position available with the Maine Conservation Corps as an AmeriCorps*VISTA team member. Duties: learns outdoor living skills, builds experience, and helps maintain and restore Maine's park and public lands. Qualifications: ability to perform strenuous work; desire to learn and serve with others; must be 18 years old; U.S. citizen. Salary: \$225/week, health insurance, and \$1,250 or \$2,360 AmeriCorps education award. Program runs from 5/15/2005 to 11/5/2005. Deadline: 4/1/2005. For information and to apply, contact recruiting department, Maine Conservation Corps at corps.conservation@maine.gov.

CREW LEADER/ASSISTANT CREW LEADER • Hinckley, MN

Position available with the Minnesota Conservation Corps, a summer work program for high school-aged youth. Duties: supervises and leads teams of six to eight youths in the work, education, and recreational components of the program; works in remote wilderness settings and other public lands. Qualifications: conservation, outdoor, and wilderness camping experience; ability to lead, council, and motivate youth. Salary: \$360/week with room and board and AmeriCorps education award. Program runs from 6/5/2005 to 8/19/2005. For more information and to apply, contact Pete Bonk, MCC Youth Program Manager, at 651.772.7985; e-mail: Pete.Bonk@conservationcorps.org; website: www.conservationcorps.org/sumjobs.htm.

TEACHER NATURALIST • Logan, UT

Position available with the Utah Conservation Corps and AmeriCorps*VISTA. Duties: performs program preparation and teaching for youth and adult school and community programs. Qualifications: some college; demonstrated experience teaching youth and adults; enthusiasm; good with public; excellent oral and written communication skills. Position runs for 10 months. Salary: \$1,019 monthly stipend with a \$4,725 AmeriCorps education award upon successful completion. Program begins 4/2005 or 5/2005. For information, visit www.logannature.org. To apply, phone Megan Barker at 435.755.3239; e-mail: mbarker@logannature.org.

AMERICORPS*VISTA LEADER • New York City

Position available with Just Food as an AmeriCorps*VISTA leader. Duties: works to build a more just food system. For more information, visit www.justfood.org/jobs/index.html; e-mail: meena@justfood.org; phone: 212.645.9880, ext. 16.

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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 nongovernmental organization for international development and humanitarian issues, this weekly e-mail listing is available free to RPCVs.

To receive the weekly job announcements, contact rvs@peacecorps.gov with "InterAction" in the subject line of the e-mail.

Career Information Consultants Guide

This 369-page publication, categorized by career fields, organization, and geography, lists more than 1,500 RPCVs and other professionals who have agreed to answer career-related inquiries on a voluntary basis.

For a copy of the directory, contact Returned Volunteer Services at rvs@peacecorps.gov and indicate whether you would like a hard copy or CD-ROM.

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Meet and talk one-on-one with representatives from 30 organizations that are interested in hiring returned Peace Corps Volunteers.

Wednesday, May 18, 2005

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For more information, contact Heather Groome at 202.692.1437.

Discover Career Assessment Software

Returned Volunteer Services offers *Discover*, a career assessment software program administered through ACT, Inc. Free to RPCVs, the program assesses career-related interests, abilities, and job values to help in considering career options that are a good match for you. *Discover* will also help you develop effective résumés, cover letters, job applications, and interviewing skills.

To receive a password to access the online software, send an e-mail to rvs@peacecorps.gov.