

# HOTLINE



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

## HOT RESOURCES

### Career Events

August 6—Chicago  
October 13—Washington, D.C.

(See back page for details.)

### Returned Peace Corps Volunteer FAQs

To answer your frequently asked questions such as:

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

“How can I get a copy of my Description of Service (DOS)?”

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

visit  
[www.peacecorps.gov/index.cfm?shell=resources.former.formervolfaq](http://www.peacecorps.gov/index.cfm?shell=resources.former.formervolfaq).

## PUBLIC SECTOR

### TEACHERS • Wichita, KS

Positions available with Wichita Public Schools. Certified teachers needed in the following areas for the 2004-2005 school year: special education (all areas), mathematics (9-12), and science (9-12). School starts 8/24/2004. Apply online at website: [www.usd259.com/jobs](http://www.usd259.com/jobs). Contact Martha Bruce Fair at e-mail: [mbfair@usd259.net](mailto:mbfair@usd259.net).

### ENGINEERS • Parker, AZ; Elko, NV

Positions available with Indian Health Service. Duties: plan, design, and manage construction of water, wastewater, and solid-waste facilities, including first service to Indian homes and innovative infrastructure upgrades for tribal communities. Small offices supervised by registered professional engineers. College loan repayment priority up to \$20K per year available for Parker site. Qualifications: B.S. or M.S. in civil or environmental engineering. Starting salary: \$40K-50K. Contact Thomas Heintzman, P.E., District Engineer, Indian Health Service,

10631 South 51st Street, Suite #2, Phoenix, AZ 85044; phone: 480.592.0091; e-mail: [Thomas.Heintzman@mail.ihs.gov](mailto:Thomas.Heintzman@mail.ihs.gov).

### AIR-QUAL. TECH • Parsons, WV

Position available with the USDA Forest Service. Duties: operates one national dry deposition network and three electronic weather-monitoring stations by doing calibrations according to EPA protocols; performs maintenance and repair of equipment; downloads data using laptop computer and data-storage packs. Qualifications: knowledge of Campbell Scientific, Sutron, and Envicon software, plus Climatronics, Sutron, and RM Young weather-monitoring sensors. Sciences/natural resources B.A./B.S. or U.S. government GS-4-level sciences/natural resources technician work experience. Salary: \$26,699. Deadline: 7/30/2004. Send résumé to USDA Forest Service, Bill Mannion, Northeastern Human Resources Service Center, 11 Campus Boulevard, Suite 200, Newtown Square, PA 19073; fax: 610.557.4200.

### ELEM. EDUCATOR • Boulder, CO

Position available with Boulder County Safehouse. Duties: develops and implements an interpersonal violence-prevention curriculum within the elementary schools of the Boulder Valley School District. Qualifications: minimum three years' teaching, community organizing, and/or youth-advocacy experience; experience in curriculum development; social justice education; strong written and oral communication skills in English and Spanish; B.A./B.S. or equivalent life/work experience required. Salary: \$29K plus a reduced-rate Eco-Pass. Send résumé, cover letter, and sample lesson plan with learning objectives (three-page maximum) to Boulder County Safehouse, 835 North Street, Boulder, CO 80304.

## PRIVATE SECTOR

### WILDERNESS TCHR. • Hewitt, NJ

Position available with Project USE, a year-round, one- to 21-day adventure/experiential education program for children and adults from all backgrounds. Duties: teambuilding and leadership skills-training, high- and low-ropes courses, backpacking, canoeing, kayaking, environmental education, and rock-climbing; planning/preparation and group facilitation of all program activities. Qualifications: must be at least 21 with some teaching and basic outdoor background; good physical health. Download application online at website: [www.projectuse.com](http://www.projectuse.com). Contact Jen Reich, Project USE, PO Box 837, Red Bank, NJ 07701; phone: 732.219.7300; fax: 732.219.7305; e-mail: [projectuse@monmouth.com](mailto:projectuse@monmouth.com).

## Development Jobs via Weekly E-mails

### Get on the list!

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

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

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

## Peace Corps HOTLINE

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Manager, Returned Volunteer Services

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

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

**HIGH SCHOOL TEACHER • MI**

Position available with Mississippi Teacher Corps, a two-year program that fills "critical needs" areas of Mississippi. Candidate receives full scholarship for an M.A. in education from the University of Mississippi, full pay (starting salary: \$28K), benefits, textbooks, housing, stipend during summer training, and teacher certification. No previous education coursework or experience required. The program is administered by an RPCV. Volunteers are our number-one recruiting target. Contact the MTC office at phone: 800.884.7606; e-mail: [mtc@olemiss.edu](mailto:mtc@olemiss.edu); website: [www.mtcorgs.net](http://www.mtcorgs.net).

**FIELD DIRECTOR • Fairfax, VA**

Position available with American Lung Association of Virginia. Duties: trains and coordinates volunteers engaged in the *Not On Tobacco* program. Qualifications: must have experience in training and facilitation, marketing, volunteer development, and strong communication skills. B.A./B.S. or associate's degree in related field preferred. Salary: \$30,900, including benefits package. Send résumé and cover letter to Jennifer Slark, ALAV, 10340 Democracy Lane, Suite 203, Fairfax, VA 22030-2518; e-mail: [jslark@lungva.org](mailto:jslark@lungva.org).

**ENVIRON. ED. INSTRUCTOR • Nauvoo, AL**

Position available with Camp McDowell Environmental Center. Duties: teaches small groups from a variety of age levels and backgrounds; teaches classes from an experiential curriculum, such as forest ecology, pond and stream, map and compass, Native American history, canoeing, and high ropes; leads two recreation activities and two evening activities per week, such as night hike and astronomy. Position runs 8/23/2004 to 11/19/2004. Deadline: 8/8/2004. Send cover letter, résumé, and references to Maggie at phone: 205.387.1806; e-mail: [mwade@campmcdowell.com](mailto:mwade@campmcdowell.com).

**DEVELOP. OFFICER • Silver Spring, MD**

Position available with CHF International. Duties: seeks new opportunities for projects around the world; international travel; researches regional cultures and donor sources; writes grants and proposals. Qualifications: B.A./B.S. in related field; minimum five years' experience writing grants and proposals for an international NGO; prior overseas development work; prior experience with USAID; five years' full-time professional experience in the international non-profit field; three years' primarily in program development. Fluency in English, Spanish,

French, Russian, or Arabic languages required. Deadline: 7/30/2004. Submit cover letter with salary history/requirements, date available, and résumé to e-mail: [hrrcc@chfhq.org](mailto:hrrcc@chfhq.org), specify job code: OPI-PDO-JC-604.

**POPULATIONS RECRUITER • Bethesda, MD**

Position available with Henry M. Jackson Foundation at National Institutes of Health (NIH) Vaccine Research Center. Duties: plays an integral role in the successful operation of NIH-sponsored vaccine trials; works on developing and implementing clinical trial recruitment plans; responsible for increasing awareness of, and enrollment in, the NIH Vaccine Research Center's clinical trials with a focus on participants in targeted groups based on the impact of HIV and other diseases in their community. Apply online at website: [www.hjf.org](http://www.hjf.org).

**FRUIT/VEG. SPECIALIST • Owego, NY**

Position available with Cornell Cooperative Extension, Tioga County. Complete job details online at website: [www.cce.cornell.edu/careerops/pa342.htm](http://www.cce.cornell.edu/careerops/pa342.htm). Deadline: 7/23/2004. Send letter of intent, résumé, and transcripts to PA#342, Box 26, Kennedy Hall, Cornell University, Ithaca, NY 14853.

**INT'L RECRUITER • Arlington, VA**

Position available with Nathan Associates, an international economic development and consulting firm. Duties: provides recruitment of overseas staff and consultants; includes candidate-identification and follow-up, maintenance of the consultant database, and writing proposal staffing sections. Qualifications: degree in business, economics, international development, or related field; at least two years' experience with an international development or consulting firm. Strong writing and Internet research skills. Prior recruitment and USAID project experience highly preferred. Salary range: \$30K-40K. Submit résumé, cover letter, and salary history to e-mail: [mpaul@nathaninc.com](mailto:mpaul@nathaninc.com); website: [www.nathaninc.com](http://www.nathaninc.com).

**YOUTH-CARE WORKER • Boca Raton, FL**

Position available with the Haven. Duties: works in a therapeutic residential group home for emotionally disturbed adolescent boys. For more information on the Haven, visit website: [www.haven4kids.org](http://www.haven4kids.org). Deadline: 8/1/2004. Send résumé to fax: 561.487.8007; e-mail: [mholder@haven4kids.org](mailto:mholder@haven4kids.org).

**\*VISITOR SERVICE REP. • Washington, DC**

Position available with Corcoran Gallery of Art. Duties: issues tickets; collects admission; makes change; verifies credentials of non-paying patrons; deposits and documents all collected monies; assists with reconciliations and banking, as needed. Qualifications: higher education, good communication skills, and a positive attitude; art history background; retail experi-

# HOT! OPPORTUNITIES

**COUNTRY DIRECTORS • Various Locations**

Positions available with the Peace Corps. Recruiting country directors for Winter 2004 placement. Qualifications: senior-level executive experience with extensive and exceptional leadership/management skills; international administrative experience; expertise preparing/administering budgets; and strong cross-cultural facility. Demonstrated experience mentoring staff or volunteers. International development experience desirable. U.S. citizens only. Deadline: 8/27/2004. For questions, contact by phone: 800.424.8580, ext. 2114; or at website: [www.peacecorps.gov/employment/countrydirector.cfm](http://www.peacecorps.gov/employment/countrydirector.cfm). The Peace Corps is an Equal Opportunity Employer.

**CAMPUS REPRESENTATIVE • Seattle, WA**

Position available 10/2004 at the University of Washington. Duties: designs and implements plans to increase awareness of Peace Corps programs among students at UW; organizes and facilitates general information sessions, class talks, career fairs, and intensive recruitment campaigns for the Peace Corps throughout the academic year; conducts presentations to classes, student groups, and at information meetings; develops working relationships with target departments; conducts interviews and writes applicant evaluations. Qualifications: RPCV accepted and enrolled in graduate-level studies at UW. Salary: \$13-15/hour. Deadline: 8/1/2004. Send résumé and cover letter to Seattle Peace Corps Office at fax: 206.553.2343; e-mail: [seattle@peacecorps.gov](mailto:seattle@peacecorps.gov).

**BILINGUAL VOLUNTEER • Atlanta, GA**

Volunteer position available with Grady Health System in the mother-baby unit. Duties: assists with personal care of patients; facilitates basic conversations between providers and Spanish-speaking patients; converses with patients about basic customer service needs, directions, and demographic data. Requirements: three months/three hours once-a-week commitment; 18 years or older; intermediate level of fluency in Spanish. Complete and print out application online at website: [www.gradyhealthsystem.org](http://www.gradyhealthsystem.org). For information, click on "Giving," and then "Volunteer Services." Send to Director of Volunteer Services, Grady Health System, 80 Jesse Hill Jr. Drive, SE, Atlanta, GA 30303; fax: 404.616.6856. Contact Shana Lightfoot by phone: 404.616.5592; or at e-mail: [slightfoot@gmh.edu](mailto:slightfoot@gmh.edu).

ence helpful. Salary: \$10/hr. Benefits: 20 percent discount in the museum café and shop. Send résumé to Rachel Venezian at fax: 202.638.3891.

**PROGRAM ASSISTANT • Arlington, VA**

Position available with the Coalition of Community Development Financial Institutions. Duties: assists the executive director in conducting the coalition's public education and advocacy programs. Devotes approximately 30 percent of time to administrative support functions and 70 percent of time to research and writing; communicating by phone and in-person with congressional offices, coalition allies in the community development field, and the organization's constituency of individual CDFIs across the country. Deadline: 7/30/2004. Submit résumé and writing sample to Executive Director, CDFI Coalition, 1601 North Kent Street, Suite 803, Arlington, VA 22209; fax: 703.841.7748; e-mail: vasiloff@cdfi.org.

**CARE COORDINATOR • Tacoma, WA**

Position available with Catholic Community Services. Duties: provides crisis intervention, care coordination, and therapeutic services to at-risk youth and their families within their own homes, foster homes, and community settings. Qualifications: B.A. degree in social services, knowledge of family systems and child development, reliable transportation, valid driver's license and automobile insurance. Salary: \$29,961-33,077 (plus \$1,800 annual pager stipend). Submit an official CCS Southwest application, cover letter, and résumé to Ms. Helen Vajgert, SPHR—Human Resources Director, 1323 South Yakima Avenue, Tacoma, WA 98405-4457; jobline: 800.673.2751; website: www.ccsww.org.

**CONTRACTS MGR. • Silver Spring, MD**

Position available with American College of Nurse-Midwives. Duties: oversees financial and contractual operations for international MCH program; ensures compliance with requirements of USAID contracts and grants; assists with business development. Qualifications: B.A./B.S. plus a minimum of three years' experience in management of federal grants/contracts. Microsoft Office, Excel spreadsheets required. Must be able to work as a team player, manage complex projects, and communicate effectively. Overseas experience helpful, but not required. Deadline: 7/19/2004. Send résumé and salary requirements to e-mail: kprzybylski@acnm.org.

**PROG. COORDINATOR • Millwood, VA**

Position available with Project HOPE. Duties: provides a range of administrative management activities to support programs in Americas region, including assisting in researching/writing of proposals, proofreading/editing of public relations materials, working with field staff in reports preparation, and coordinating special

projects. Participates in regional meetings and acts as liaison between national/international contacts. Qualifications: B.S./B.A. in related field or equivalent experience. English fluency; and Spanish preferred. Prior international experience preferred. International travel is required. Complete online application at website: www.projecthope.org. Send résumé and cover letter with salary history to fax: 540.837.9052; e-mail: recruitment@projecthope.org; reference job #578-PC.

**INT'L PROJECT ASS'T • Alexandria, VA**

Position available with American Medical Women's Association Reproductive Health Initiative. Duties: works with the international project manager to develop resources to improve international reproductive health education and training. Qualifications: B.A./B.S. in health, public health, international health, education, social science, or related fields. Experience in international development preferred. Salary: mid/upper 20's with benefits. For full position description, visit website: www.amwadc.org/rhi. Deadline: 8/1/2004. Send cover letter, résumé, and three references to AMWA—RHI, Attn: Robin Lowney, 801 North Fairfax Street, Suite 400, Alexandria, VA 22314; fax: 703.549.3864; e-mail: rlowney@amwa-doc.org.

**DIR., PROG. DEVELOPMENT • New York, NY**

Position available with ORBIS International, a humanitarian organization dedicated to saving sight in developing countries. Duties: responsible for the technical quality of all programs; oversees program content and design; coordinates program-related technical assistance and support in the design of the Flying Eye Hospital and other global programs; develops relationships and seeks partnership opportunities with other institutions and NGOs. Qualifications: minimum 10 years' management experience in eye care, primary health care, or blindness prevention. Extensive experience in program development. Previous experience working in a developing country. Deadline: 8/1/2004. Apply through website: www.ORBIS.org.

**ESL TEACHERS • Phoenix, AZ**

Positions available with Summit High School, a diverse charter school. Duties: teach sheltered math, science, English, social studies, or beginning ESL; teach three, 95-minute classes a day. Full-time and part-time positions available, day and evening openings. Qualifications: experience teaching EFL/ESL/ELL students; graduate-level coursework preferred, but not required. Arizona teaching credential not required to apply, but must be willing to acquire one. Special consideration for RPCVs with experience in education. Send cover letter and résumé to Dr. Michael Little, Principal, Summit High School,

728 East McDowell Road, Phoenix, AZ 85006; phone: 602.258.8959; fax: 602.258.8953.

**HOSTEL STAFF • Seaside, OR**

Position available with Hostelling International, a 60-bed Oregon Coast hostel, part of the worldwide network. Duties: registers travelers, provides information, cleans, and assists with facility upkeep. Private room with bath, shared kitchen, utilities paid, plus \$750 per month. Send cover letter and résumé to Trung Nguyen, 930 North Holladay Drive, Seaside, OR 97138; phone: 503.739.0243; fax: 503.717.0163; e-mail: ntrung15@hotmail.com.

**DIR., LATIN AMERICA • Baltimore, MD**

Position available with Lutheran World Relief. Duties: leads Latin American regional strategy development and implementation; oversees ongoing assessment of program; ensures action-learning information of ongoing program and advocacy work. Qualifications: five years' experience with local Latin American social change organizations; relevant graduate degree; fluency in Spanish and English; successful grant-funding solicitation; ability to travel. Deadline: 7/30/2004. Send cover letter, salary requirements, résumé, and proof of eligibility to work in the United States to Human Resources Department, Lutheran World Relief, 700 Light Street, Baltimore, MD, 21230; fax: 410.230.2882; e-mail: hr@lwr.org; website: www.lwr.org/jobs/latinamerica.asp.

**\*ORGANIZER-IN-TRNG. • Various Locations**

Position available with Service Employees International Union. Duties: uses aggressive and innovative tactics to challenge some of the largest and most powerful corporations in the world. Qualifications: excellent communication skills; good judgment; ability to work with people from diverse backgrounds and cultures; commitment to justice for workers; willingness and stamina to travel and work long, irregular hours. Salary: beginning at \$30,466 with excellent benefits. Details available online. Send cover letter and résumé to fax: 202.898.9016; e-mail: svartm@seiu.org; website: www.seiujobs.org.

**SR. DEVELOP. OFFICER • Washington, DC**

Position available with the International Research & Exchanges Board (IREX). Duties: researches and analyzes grant and emerging business opportunities; writes proposals and concept papers; prepares proposal budgets; maintains grant cycles. Qualifications: B.A./B.S., management experience; demonstrated organizational and budgeting skills; excellent writing and editing skills; grant-proposal writing experience preferred; experience living/working overseas; demonstrated experience/familiarity with Europe, Eurasia, Middle East, Asia, Africa; ability to work and lead in a team environment. Send cover letter and résumé to IREX/DC/PA at fax:

# PEACE CORPS FELLOWS/USA



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

## **Carnegie Mellon University**

Pittsburgh, PA

Public policy/management, arts management, or health-care policy management. Martha Chavez McGivney, phone: 412.268.1909; e-mail: [mcgivney@andrew.cmu.edu](mailto:mcgivney@andrew.cmu.edu).

## **DePaul University**

Chicago, IL

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

## **Duke University**

Durham, NC

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

## **Duquesne University** (program in development)

Pittsburgh, PA

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

## **Florida Institute of Technology**

Melbourne, FL

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

## **George Mason University**

Fairfax, VA

Elementary education and English as a second language master's programs. Dr. Jack Levy, phone: 703.993.3689;

202.628.8189; e-mail: [résumés@irex.org](mailto:résumés@irex.org) (with subject line IREX/PA).

## **PROGRAM OFFICER • Washington, DC**

Position available with WWF's Species Conservation Program. Duties: effectively plans and implements species priorities in Asia through project development, technical input, communication, fundraising, and coordination of selected project activities. Functions as the lead in programmatic engagement on selected projects in Asia related to tigers, Asian rhinos, and Asian elephant conservation. Qualifications: M.A. in ecology, wildlife biology, natural resources management, environmental science, conservation policy, or related field; or a B.A./B.S. and equivalent work experience. Three years' experience in biodiversity conservation or natural resources management. Position requires extensive travel in Asia. Visit website: [www.worldwildlife.org/about/jobs.cfm/](http://www.worldwildlife.org/about/jobs.cfm/).

e-mail: [jlevy@gmu.edu](mailto:jlevy@gmu.edu). Lynn Walker Levy, phone: 703.993.3602; e-mail: [lwalker3@gmu.edu](mailto:lwalker3@gmu.edu).

## **George Washington University**

Washington, DC

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

## **Illinois State University**

Normal, IL

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

## **Johns Hopkins University**

Baltimore, MD

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

## **Marquette University**

Milwaukee, WI

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

## **Michigan Technological University**

Houghton, MI

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

## **New Mexico State University**

Las Cruces, NM

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

## **KOREAN-SPEAKING INSTRUCTORS • VA**

Full- and part-time positions available with Millennium Associates. Duties: teach Korean immigrants. Qualifications: college degree; strong interpersonal skills; and desire for long-term employment. Deadline: 7/31/2004. Contact Millennium Associates, 7777 Leesburg Pike, Suite 205-S, Falls Church, VA 22043; phone: 703.685.4147; fax: 703.685.2727; e-mail: [Tysons@millenniumassoc.com](mailto:Tysons@millenniumassoc.com).

## **CHILD-CARE DIRECTOR • Washington, DC**

Position available with child-care center. Qualifications: experience with budgeting, bookkeeping, personnel, and payroll desired; M.A. with one year of experience or B.A. with five years' experience in early childhood education or related field. Send résumé and salary history to fax: 202.401.2478.

## **New School University**

New York, NY

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

## **Northern Arizona University**

Flagstaff, AZ

Business. Dr. Joseph S. Anderson, phone: 928.523.1389; e-mail: [joseph.anderson@nau.edu](mailto:joseph.anderson@nau.edu) or [mba@nau.edu](mailto:mba@nau.edu).

## **Seton Hill University**

Greensburg, PA

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

## **Southern New Hampshire University**

Manchester, NH

Community economic development, international community economic development, business, National Weekend Program. William O. Maddocks, phone: 603.644.3124; e-mail: [ced@snhu.edu](mailto:ced@snhu.edu) or [w.maddocks@snhu.edu](mailto:w.maddocks@snhu.edu).

## **Teachers College, Columbia University**

New York, NY

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

## **Temple University**

Philadelphia, PA

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

## **MATH/SCIENCE TEACHER • Rock Point, AZ**

Position available with Rock Point Community School on Navajo Reservation. Duties: teaches 10th- to 12th-grade calculus, algebra II, physics, and chemistry. Qualifications: degree in either math or science with strong knowledge base in both areas. Must be certified in one or both areas. Will accept certificates from other states. Teaching in a bilingual setting of Navajo and English. Beautiful Red Rock Canyon area with plenty of national parks and outdoor activities nearby. Contact Gerry Gerner at phone: 928.659.4237; e-mail: [gerner@rpcs.bia.edu](mailto:gerner@rpcs.bia.edu). Send letter of interest, résumé, and copies of certification(s) and transcript(s).

## **INTERNATIONAL**

## **ENGLISH TEACHER • Kukes, Albania**

Position available with Valdrin LTD. Duties: teaches English four hours a day with Sundays

off and two months' vacation during summer. Qualifications: B.A. in English or TEFOL degree with good organizational skills. Salary: apartment with TV, washing machine, and computer with Internet connection, plus \$6.00 per student per month with minimum of \$300 per month guaranteed. Deadline: 9/1/2004. Send cover letter and résumé to: Valdrin LTD, Attn: Mr. Sokol Kolgjini, L. Nr. 2 Kukes, Albania; phone: 00355682037420; fax: 003552424562; e-mail: office@valdrin.com.

**\*POPULATION FELLOWS • Worldwide**

Positions available with the Population Fellows program, offering two-year professional fellowships to individuals with recent graduate degrees and experience in population-reproductive health or population-environment. Population Fellows are placed with organizations working to improve family-planning and reproductive health programs in the developing world. Population-environment fellows work on projects that link family-planning and environmental programming in the developing world. Fellows receive a professional-level stipend and benefits. Contact Population Fellows Programs, University of Michigan, 1214 South University, 2nd Floor, Ann Arbor, MI 48104-2548; phone: 734.763.9456; fax: 734.647.0643; e-mail: michiganfellows@umich.edu; website: www.sph.umich.edu/pfps.

**DEPUTY DIRECTOR • Asia**

Position available with the International Foundation for Election Systems (IFES). Duties: identifies and develops democratization projects throughout the region. Manages the research and project designs for target countries, identifies and develops potential sources and contacts for funding, and oversees the development and submission of proposals and accompanying budgets for funding. Qualifications: M.A. in international relations, Asia regional studies, M.B.A., and/or law degree with a minimum of nine years' functionally related professional experience within the sectors of democracy and governance, rule of law, civil society, and/or senior program/project management. E-mail résumé and cover letter to e-mail: jobs@ifes.org, indicating "Job #1117" in the subject line.

**AGRI. ECONOMIST • Sierra Leone**

Position available for three years serving as an agricultural economist for World Vision, serving on a technical team from CARE, CRS, World Vision, and American Refugee Committee. This AID grant seeks to improve agricultural marketing for farmers in Sierra Leone. Duties: responsible for conducting a series of market input studies for the team and participating in plans to improve the marketing situation. Qualifications: Ph.D. as an agricultural economist; and practical field experience in a devel-

oping country. Job posting/procedures online at website: www.worldvision.org. Contact Ben Hoskins at e-mail: bhoskins@worldvision.org.

**DEVELOP. ADVISOR • Kabul, Afghanistan**

Position available with CADPA/USAID. Duties: serves as the CTO for higher education projects; consults and works closely with senior representatives from the Transitional Islamic State of Afghanistan, international donor organizations, local and international NGOs, and senior U.S. government officials (USAID/Department of State). Qualifications: initiative and ability to work independently with limited guidance; ability to supervise professional staff and to lead education sectors' team activities. Send curriculum vitae and cover letter to e-mail: taacsjobs@cedpa.org (reference where job was listed); website: www.cedpa.org/jobs/taacs/index.html.

**PROG. MANAGER • Tashkent, Uzbekistan**

Position available with International Research & Exchanges Board (IREX). Duties: manages the Cultural and Religious Pluralism in Uzbekistan & the United States Project, including organizing and overseeing the selection process, hosting and planning visits of American participants, preparing participants for their U.S. visits, and developing and planning follow-up activities. Interacts with officials of the government of Uzbekistan and the Muslim Board of Uzbekistan. Qualifications: familiarity with Uzbek religious culture and practices as well as the political climate in Uzbekistan. Previous experience working with the U.S. government desirable. Submit cover letter and résumé to fax: 202.628.8189; e-mail: résumés@irex.org. (Include EPD/CRP in the subject line.)

**ENGLISH TEACHERS • China**

Positions available with American Cultural Exchange Society. Duties: teach English in China to middle school and high school students. One- to two-year placements available through Maryland-based exchange program, which also has an office in Beijing. Round-trip airfare, room and board, and monthly stipend provided. Mandarin lessons available. Qualifications: native English speaker; ESL experience preferred. Deadline: 7/31/2004. Send résumé to fax: 240.686.3529; e-mail: mengy83@yahoo.com.

**EDUCATION**

**TEACHERS • FL, PA, ID**

Passport to Teaching certification is a career pathway for individuals interested in teaching. To earn the Passport to Teaching, candidates must take and pass a series of exams: the Professional Teaching Knowledge exam and

at least one subject-area exam. The Passport to Teaching is accepted by Florida, Pennsylvania, and Idaho as a valid teacher certification. Individuals earning the Passport to Teaching by the close of this summer may find themselves in full-time teaching positions in American Board-approved states this fall. For more information on the Passport to Teaching certification, contact by phone: 888.AB.TEACH; e-mail: contact@abcte.org; website: www.ABTeach.org.

**\*INTERCULTURAL INST. • Portland, OR**

If you want to continue making a difference, consider graduate work through the Master of Arts in Intercultural Relations, offered in conjunction with the School of International Studies, 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-one-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.

**\*ANTIOCH UNIVERSITY • Seattle, WA**

Antioch University Seattle offers an M.A. in environment and community for anyone working, or wanting to work, in environmental or community-development fields with organizations, businesses, or public agencies. The program provides unique focus on the relationships between the natural environment and human communities by emphasizing social science perspectives and natural science literacy. Students pursue place-based studies and meet regularly in Seattle for course-intensives over two years. Contact Dr. Jonathan Scherch, (RPCV Jamaica) at phone: 206.268.4710; e-mail: scherch@antiochsea.edu; website: www.antiochsea.edu/academics/enviro/index.html.

**\*MIDWEST TEACHER-TRNG • Madison, WI**

Earn a TEFL certificate in five-week intensive on-site teacher-training program preparing trainees to teach English in classrooms overseas. Benefits: 10 percent tuition discount to RPCVs and AmeriCorps/VISTAs with proof of service. The program offers a hands-on approach to teaching. Practice teaching, classroom observations, and job-placement assistance. Midwest is part of an ESL school, giving you opportunities to interact with professional teachers and international students. No teaching experience required. For a brochure, contact Midwest Teacher Training Program, 19 North Pinckney Street, Madison, WI 53703; phone: 800.765.8577; e-mail: info@mttp.com; website: www.mttp.com.

## INTERN/VOLUNTEER

### **VOLUNTEER • Sonoma, CA**

Volunteer position available with Dharma Publishing. Duties: gains experience in graphic design, publishing, landscaping, and Buddhist practice. Receives room, board, stipend, and training. Qualifications: hardworking volunteers. Wholesome, beautiful environment. Rural Sonoma County. Contact at phone: 510.548.5407, ext. 16; e-mail: dp@dharmapublishing.com. Download application from website: www.dharmapublishing.com.

### **INTERNSHIPS • Thailand**

Positions available with Kenan Institute of Private Enterprise/Washington DC Center. Program, financed through USAID funds, offers study in Thailand and internships in various fields: teaching English, environment, public health, business, etc. Flexible internship dates. Qualifications: open to all English speakers. A fee is involved. Application online at website: www.kiasia.org/ASIT/index.htm. Contact with questions at e-mail: abroad@kiasia.org or gkalauova@kenan.org.

### **HOST FAMILIES • Nationwide**

Position available with ASA International. Duties: host an international student this summer, giving them the opportunity to fulfill an American dream. Perfect opportunity for RPCVs to continue to promote world peace and understanding. Deadline for applications: 8/20/2004. Contact Tiffany Adams, Outreach Program Manager, Student Management Group, at phone: 877.283.5470; e-mail: asai@hoosierlink.net.

## AMERICORPS/VISTA

### **LEADER • Baltimore, MD**

Position available with Greater Homewood Community Corporation. Duties: provides in-service training, acts as liaison with the Maryland AmeriCorps office, and supports current VISTA-member projects. Qualifications: ability to work with diverse populations; excellent interpersonal, oral, and written communication skills; highly organized and able to work independently; proficient computer skills; demonstrated leadership and project management experience. Deadline: 7/30/2004. Apply online at website: <https://recruit.cns.gov/index.asp>. For complete job details, visit website: [www.greaterhomewood.org](http://www.greaterhomewood.org).

### **OPER. FRONTLINE MEMBER • Seattle, WA**

Position available with Fremont Public Association for one year. Duties: develops early-childhood nutrition education curriculum targeting the nutritional needs of families with children; works with local farmers' markets to increase access to organic produce; conducts program outreach; performs volunteer recruitment/train-

ing; coordinates classes. Qualifications: knowledge of nutrition/culinary arts, food assistance programs, hunger issues, and/or experience with social service agencies a plus; ability to manage volunteers; driver's license required to drive program vehicle. Salary: \$890/month plus medical, relocation assistance, training, \$4,725 education award, or \$1,200 cash award. Deadline: 8/1/2004. Contact at phone: 206.694.6846. Apply online at website: [www.americorps.org](http://www.americorps.org). (Search keyword: "Operation Frontline.")

### **Join an RPCV Listserv**

To receive additional job listings and passwords to online publications automatically, sign up for the Yahoo! Group called RPCVNetwork.

Go to [www.yahoo.com](http://www.yahoo.com), select "Groups," search for "RPCVNetwork," and "Join."

Include your PCV name and country/dates of service.

## **Online Employment Bulletins**

- ◆ *International Career Employment Weekly*
- ◆ *Public Health Jobs Worldwide*
- ◆ *Environmental Career Opportunities*
- ◆ *Opportunities in Public Affairs*



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

## **Discover Career Assessment Software**

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

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

## **Graduate School Guide Online**

Returned Volunteer Services (RVS) offers the recently revised *Graduate School Guide* online. The *Graduate School Guide* highlights programs (arranged by academic subject area) from more than 100 institutions that give special consideration to RPCVs. The publication also includes information about the Peace Corps Fellows/USA program and other educational services and programs of interest.

To download the publication, visit [www.peacecorps.gov/index.cfm?shell=resources.former.carres.gsguide](http://www.peacecorps.gov/index.cfm?shell=resources.former.carres.gsguide).

## ***Career Information Consultants***

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

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

## **Peace Corps Career Centers**

A Career Center with job postings, resource books, computers, fax machines, and phones is available at our Washington, D.C., recruitment office. Smaller career areas are also available in our other regional recruitment offices. Contact them for more information.

## **Crisis Corps Recruiting Short-Term Volunteers**

### **Guinea**

**Program Analyst Volunteer:** Africare seeks a Volunteer to work on its post-harvest management project designed to improve the nutritional status of women and children, decrease post-harvest losses, and build capacity of local institutions to resolve food insecurity problems. Duties: conducts a study on the material, equipment, and training needs for post-harvest management; prepares training module and facilitates training sessions; assists women's groups in preparation of marketing plans for transformed foods. Qualifications: West Africa RPCV in community development, natural resources management (NRM), agriculture, health nutrition, or education sectors; ability to write and speak French fluently; experience with program analysis and form; computer literate.

**HIV/AIDS Specialist:** Africare recently received funding to expand its Service Corps program to four additional districts in Dinguiraye Prefecture. Duties: reviews and assesses the monitoring and evaluation framework and other documentation related to health/nutrition and HIV/AIDS; develops a template for data analysis; creates PowerPoint presentation and brochure for HIV/AIDS activities. Qualifications: West Africa RPCV in community development, NRM, agriculture, health nutrition or education sectors; ability to write and speak French fluently; experience with program analysis and form; computer literate.

**Program Assessment Volunteer:** Africare has implemented food security activities in the Dinguiraye Prefecture since 1996 and is currently implementing the Guinea Food Security Initiative to improve food security at the community and household levels. Duties: conducts assessments and ensures targeted districts meet all health and nutrition criteria; works with staff to complete a Hearth Model manual/guidebook. Qualifications: West Africa RPCV in community development, NRM, agriculture, health nutrition, or education sectors; ability to write and speak French fluently; experience with program assessment; experience with/understanding of Hearth Model; computer literate.

### **Malawi**

**Nutrition Program Development Trainer:** One Volunteer needed for a six-month assignment to work on a nutrition and food security program with a participatory rural development organization. Duties: provides staff with nutrition training and skills to strengthen capacity of the organization; develops a nutrition training curriculum; creates or adapts visual training aids; sets up nutrition "model" villages, which include activities such as home gardens, improved cooking methods, meal planning, food preservation, and home-based care. Qualifications: One year of experience in nutrition programming training; knowledge of links among food security, nutrition, and HIV/AIDS; teaching and mentoring skills; computer skills with the ability to develop training materials and visual aids; Africa RPCV.

### ***Apply Now***

We anticipate placing Volunteers in the Dominican Republic in response to recent flooding in that region. RPCVs from the Caribbean region with previous relief experience are highly encouraged to apply now. We also anticipate HIV/AIDS education, NGO development, and strategic planning assignments in West Africa and several countries in Southern Africa to open soon. Africa RPCVs with significant experience in any of these areas should apply today.

### ***Current Crisis Corps Countries***

Volunteers are currently serving in Cameroon, Ecuador, Ghana, Guinea, Malawi, Namibia, Suriname, and Tanzania.

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

# Peace Corps

Washington, DC 20526

OFFICIAL BUSINESS  
PENALTY FOR PRIVATE USE \$300

Return Service Requested

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

When responding to a listing, please indicate with a cover letter that you are a returned Peace Corps Volunteer submitting your résumé in response to a HOTLINE announcement. Questions concerning positions should be addressed to the advertiser, NOT to Returned Volunteer Services. HOTLINE is published twice monthly for the use of RPCVs

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

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Changes cannot be made without this form or over the phone. Please allow four to six weeks for any changes to take effect.

## Peace Corps Medical Officers Needed

The Peace Corps seeks NPs, PAs, and MDs with independent practice experience to serve as Peace Corps medical officers (PCMOs) in Asian, African, and Pacific countries.

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

## October Career Fair

**Sponsored by  
Returned Volunteer Services**

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

**Wednesday, October 13, 2004  
5 to 8 p.m.**

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

*Stay tuned for more details!*

## NPCA Conference Chicago Career Fair August 6, 2004

Connect with employers and universities interested in your international experience. Attend career workshops. Network with RPCVs.

*Partial list of participating organizations include:*

ACDI/VOCA  
American Refugee Committee  
Brandeis University—the Heller School for Social Policy and Management  
Catholic Charities  
Centers For Disease Control and Prevention—National Immunization Program  
Chemonics International Inc.  
Columbia University—Teachers College, Peace Corps Fellows Program  
Development Alternatives, Inc.  
Land O' Lakes, Inc.  
Mercy Home for Boys & Girls  
Service Employees International Union  
U.S. Department of State  
U.S. Treasury/Office of Technical Assistance

*For more information, contact the NPCA at [careers@rpcv.org](mailto:careers@rpcv.org) or at 202.293.7728 ext. 24.*