

H TLINE

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

HOT RESOURCES

Career Events

See back page

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

*CAMPUS RECRUITER • Columbus, OH

Position available with Ohio State University, 20 hours/week, nine months/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: enrollment at Ohio State University, preferably in a natural resource or agricultural-related area (College of Food, Agriculture, and Environmental Sciences); RPCV; excellent communication skills; initiative and ability to work without close supervision. Compensation: tuition waiver plus monthly

stipend. Position begins 9/2005. Send letter of interest, résumé, and two letters of reference before 5/1/2005 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.

SECONDARY TEACHERS • Kansas City, KS

Positions available with Kansas City, Kansas, Public Schools and Kansas City, Kansas, Fellows, an alternative certification program. Qualifications: degree in math, science, Spanish, English, engineering, health or related field; desire to make a difference by teaching middle or high school students in an urban setting. Earn an M.A. and certification while teaching full time. Receive summer training and begin teaching in 8/2005. Receive teacher's salary and benefits. Deadline: 3/18/2005. For more information, visit

www.teachinkck.org or call Barbara Kirkegaard, alternative certification coordinator, at 913.279.2389; e-mail: bakirke@ckcps.org.

PRIVATE SECTOR

SUMMER STAFF • Newport, PA

Positions available with Longacre Leadership. Duties: work with teenagers in an experiential, outdoor-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 plus room and board for 5 1/2-week program. Start

Peace Corps Week: February 28–March 6, 2005

Sign up to participate in Peace Corps Week and receive a free Peace Corps Week presentation kit, which includes audience souvenirs, a poster, and other materials to help you prepare for and promote the week.

Or complete this form and send to

Peace Corps Week
Paul D. Coverdell Peace Corps
Headquarters
1111 20th Street, NW
Washington, DC 20526
or Fax: 202.692.1421

Register Online at
www.peacecorps.gov/pcweek.

If you have any questions, contact us at pcweek@peacecorps.gov or at 800.424.8580, press 2, then ext. 1961.

Please Reply by February 15, 2005

Name: _____ E-mail address: _____

Former name: _____ Home phone: _____

Mailing address: _____ Work phone: _____

_____ Country of service: _____

City: _____ State: _____ Zip: _____ Dates of service: _____

This is a change of address

PRIVACY ACT NOTICE: The collection of this information is authorized by the provisions of the Peace Corps Act (22 USC 2501 et seq.). Information will be used to involve former Volunteers in agency affairs and may be released to Peace Corps Volunteer groups, the media, and others for use in the recruitment process.

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

“The world only exists in your eyes—your conception of it. You can make it as big or as small as you want to.”—F. Scott Fitzgerald

date: 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; website: www.longacre.com; e-mail: cori@longacre.com or connect@longacre.com.

*HIGH SCHOOL TEACHERS • MS

The University of Mississippi and the Teacher Corps offer a two-year M.A. program in education with a full scholarship, full pay and benefits, textbooks, housing, stipend during summer training, teacher certification, and continuous field support. No previous education coursework or experience is required. Salary: \$30K. The program is administered by an RPCV and Volunteers are our number one recruiting target. For information, phone 800.884.7606; e-mail: mtc@olemiss.edu; website: www.mtcorgs.net.

ASSOCIATE DIRECTOR • DC

Position available with the Kenan Institute of Private Enterprise. Duties: develops and implements Thailand economic development projects, focused on economic and financial governance, education, IT/communications, and environmental policy sectors. Qualifications: demonstrated track record in research, developing, managing, and marketing international projects in Asia; knowledge of globalization issues and public-private partnerships; capability to develop department goals and strategies, meet/exceed targets, monitor outcomes, and manage financial resources; B.A. or M.A. required with coursework in international-related field; knowledge of corporate and foundation giving; experience organizing seminars and managing details; knowledge of international trade issues. Salary: \$35K-45K. Send cover and résumé to edeltoro@kenan.org.

*COMMUNITY ORGANIZERS •

Several cities in KY, FL, IN, OH, and MI

Positions available with Direct Action and Research Training Center (DART). DART is offering paid training positions starting in June for a four-month community organizing field school for those interested in a career organizing for social justice. Candidates will receive instruction from seasoned organizers and work on community issues, including immigration, affordable housing, access to health care, and joblessness. Qualifications: passion for justice; comfortable with religious congregations; fluency in Spanish and English, a plus. DART staff will work with graduates for placement in permanent organizing careers starting at \$35K/year. Send résumé to Ben MacConnell at institute@thedartcenter.org; website: www.thedartcenter.org.

*ACTIVISTS/ORGANIZERS • Various locations

Positions available with Service Employees International Union (SEIU). Qualifications: excellent communication skills, including fluency in Spanish, Creole, and/or Tagalog; good judgment; ability to work with people from diverse backgrounds and cultures; commitment to justice for working people; willingness to relocate, and stamina to travel and work long, irregular hours. Salary: mid-\$20K to low-\$30K with excellent benefits. Send cover letter and résumé to jobinfo@seiu.org.

FINANCE AND ADMINISTRATION

ASSOCIATE • New York, NY

Position available with Doctors of the World-USA, an international health and human rights organization. Duties: prepares financial reports and budgets; performs income reconciliation; assists with implementation of new financial procedures; performs record-

keeping, banking, support for finance offices in the field, and general clerical support for the finance department; assists and provides backup for administrative functions: office administration, reception, meeting preparation, travel arrangements, human resources, and basic IT support. Qualifications: willingness to take on projects and responsibilities to help build the infrastructure to support the expansion of the programs in the United States and abroad; excellent computer skills: Microsoft Word, Excel, Project, and PowerPoint; ability to work independently, attend to detail, take initiative, and multitask. Send résumé and cover letter with salary requirements to Finance Search at humanresources@dowusa.org; fax: 212.226.7026; address: Doctors of the World USA, Attn: Finance Search, 375 West Broadway, New York, NY 10012. No phone calls please.

PROGRAM ASSOCIATE • New York, NY

Position available with Doctors of the World-USA, an international health and human rights organization. Duties: assists headquarters program managers in development and management of overseas health and human rights programs; researches public health and human rights; writes and edits proposals and reports; assists with communications and logistics for field operations; supports program managers in the field; oversees assigned aspects of program activity and/or development; provides administrative support. Qualifications: B.A. required; M.P.H. or other relevant M.A. preferred; field experience in health, development, or humanitarian assistance; Russian and/or other former Soviet Union language abilities a plus. Send résumé and cover letter to PA Search at humanresources@dowusa.org; address: Doctors of the World USA, 375 West Broadway, New York, NY 10012; fax: 212.226.7026.

DEVELOPMENT MANAGER • New York, NY

Position available with Doctors of the World-USA, an international health and human rights organization. Qualifications: three to five years' experience in development, including direct mail, individual giving, corporate solicitations, and annual campaigns; experienced development associate/officer with all kinds of special events production and individual donor fundraising; excellent written and oral communication skills; familiarity with Raiser's Edge preferred; attention to detail and ability to manage multiple projects simultaneously; commitment to human rights, humanitarian relief, international development, or public health strongly desired. Fax résumé and cover letter to Development Manager Search at 212.226.7026; e-mail: humanresources@dowusa.org; address: Doctors of the World USA, 375 West Broadway, New York, NY 10012.

ACCOUNTING ASSISTANT • St. Paul, MN

Position available with the Minnesota Conservation Corps. Duties: assist the finance director with daily accounting, grant reporting, administrative, and human resources needs; responsibilities include accounts payable, accounts receivable, general ledger entries, payroll, financial reporting; human resources benefits administration, filing, and reporting; grant reporting. Qualifications: level of proficiency in Peachtree or other accounting software, MS Excel, MS Word; MS Access a plus; substantial experience in preparing and analyzing monthly financial statements. A major por-

HOT! OPPORTUNITIES

GS-7/9/11 PROGRAM SPECIALIST • San Francisco, CA

Position available with the USDA (Department of Agriculture) Food and Nutrition Service (FNS) in the San Francisco regional office. Duties: provides policy guidance and oversight for state offices administering FNS programs. Qualifications: strong oral and written communication skills and analytical/problem-solving ability required; related experience helpful but not required; overnight travel is required. Merit System application procedures must be followed. View the vacancy announcement at www.usajobs.opm.gov. Deadline: 2/15/2005. For more information, contact via phone: 415.705.1314; or e-mail: mavis.buchholz@fns.usda.gov.

NATURALIST • Naples, FL

Position available with the Conservancy of Southwest Florida. Duties: provides educational learning experiences for both local schoolchildren and the general public related to the Conservancy's mission—preserving Southwest Florida's natural environment. Qualifications: B.S. in environmental science, biology, education, or related field; commitment to conservation of natural environment; minimum one year of experience in related field; public speaking; and teaching skills. For more information and an application, visit www.conservancy.org; call 239.403.4214; or e-mail HumanResources@conservancy.org. To apply, send application, letter highlighting relevant experience, résumé, salary history and requirements, and references to HR Director, Conservancy of Southwest Florida, 1450 Merrihue Drive, Naples FL 34102.

tion of this position will include reporting for federal, state, and private grants; familiarity with AmeriCorps or other federal programs as well as state programs is a plus; ability to multitask and be flexible in responsibilities; prefer two- or four-year degree in related field; two plus years of nonprofit accounting, finance, and/or grant reporting experience; 30–40 hours/week, dependent upon availability and skills. Schedule may be flexible. This position is ideally suited for someone who wants to grow within the organization. Submit a cover letter and résumé to HR@conservationcorps.org; fax: 651.793.3889; address: Minnesota Conservation Corps, Human Resources, 1200 Warner Road, St. Paul, MN 55106.

HUMAN RESOURCES FIELD ADMINISTRATOR • DC

Position available with Management Systems International (MSI). This position offers a unique opportunity to gain USAID project administration and field experience. Duties: administers to the human resource and administrative needs of MSI staff and consultants in the field; provides office and travel management; coordinates reports to senior management; researches, writes, and edits documents, as needed; maintains electronic files. Qualifications: metropolitan Washington, D.C., residency required; excellent communicator, highly organized, detail-oriented, and an energetic self-starter to work with the director of human resources/contracts; knowledge of MS Word and PowerPoint, and ability to work with databases a plus; experience with USAID projects, international development, and human resource/personnel preferred; fluency in a second language a plus. To apply, e-mail cover letter, résumé, and salary requirements to gcritchley@msi-inc.com; website: www.msiworldwide.com

RECRUITMENT ASSISTANT • DC

Position available with Population Services International. Duties: assists the fast-paced recruitment department; screens candidates; writes and advertises job announcements; researches and recommends advertising sources; conducts reference checks; processes budget requests and record expenses; provides administrative support, including new hire paperwork, interview, and travel coordination; maintains database and files. Qualifications: B.A./B.S. or equivalent experience; two years' administrative experience; excellent organizational, analytical, and communication skills; creative problem-solving ability; computer skills; interest in recruitment and/or international development. Apply online at www.psi.org. No calls or e-mails please.

PROJECT COORDINATOR • DC

Position available with Forests for Watersheds & Wildlife (F2W2), a program of the American Forest Foundation, a national conservation nonprofit. F2W2 partners with conservation organizations and public agencies to conserve and create critical wildlife habitat on family forestlands across the United States. Duties: provides general program support, assists with outreach and education projects, responds to information requests, performs research, and coordinates meetings and activities. Qualifications: B.A./B.S. in biology, forestry, or related field; creative and well-organized; must have a working understanding of forestry, wild-

life ecology, and conservation biology. Send cover letter and résumé to hresources@forestfoundation.org.

BILINGUAL MENTAL HEALTH THERAPIST • Silver Spring, MD

Position available with the YMCA Youth and Family Services. This is a creative opportunity for a Spanish-speaking mental health therapist. Qualifications: M.A. in psychology, social work, or counseling; must be able to provide individual and family counseling, as well as plan and facilitate groups for youth ages 10–18. Salary: \$35K. Fax cover letter and résumé to B. Karpas at 301.593.1284; e-mail: Bkarpas@ymcadc.org; address: 1102 Forest Glen Rd., Silver Spring, MD 20901.

EXECUTIVE DIRECTOR • Thoreau, NM

Position available with the Gathering Place. Duties: provides overall leadership of programs in health, literacy, and economic development in rural northwestern New Mexico; manages day-to-day operations for the organization. Qualifications: excellent organizational, marketing, financial management, and fundraising skills, including proposal writing; good written and oral communication skills; experience with grass-roots organizing and/or nonprofit management; excellent strategic thinking and computer skills; cross-cultural staff management and supervision experience. Salary: \$30K–40K. Deadline: 2/1/2005. Send letter of interest, résumé, and writing sample to The Gathering Place, Attn: Search Committee, PO Box 838, Thoreau, NM 87323; website: www.navajocoop.org.

FACULTY ADVISORS • DC

Temporary positions available with the National Youth Leadership Forum on Law (NYLF/LAW). Give high school students an up-close look at careers and current issues in law through interaction with lawyers, judges, law students, and other legal professionals. NYLF/LAW seeks dynamic and energetic individuals to serve as faculty advisors and operations team members for its series of six-day intensive programs conducted in Washington, D.C. Prospective staff must be dedicated to providing unique learning experiences to outstanding high school students. This is a full-time, temporary position with opportunities for advancement and continued employment. Dates of employment: training: 2/7/2005–2/11/2005. Session 1: 2/15/2005–2/20/2005 Session 2: 2/22/2005–2/27/2005 Session 3: 3/1/2005–3/6/2005. Salary: \$100/day during training. \$750/week, plus meals and housing when program is in session. To apply, visit www.nylf.org/jobs; e-mail: lawstaff@nylf.org.

DEVELOPMENTAL MATH INSTRUCTOR • Tsaile, AZ

Position available with Diné College (Navajo Nation). New instructors participate in a class on Diné educational philosophy. Duties: teach basic mathematics courses to mostly Navajo students; work with developmental faculty throughout the college—as well as with the math, science, and technology division—to create curricula. Qualifications: demonstrated ability to communicate well with community members, students, staff, faculty, and college administrators; innovative and engaging. To apply, contact Techien Chen at chent@dinecollege.edu; phone: 928.724.6723.

DEVELOPMENTAL READING

INSTRUCTOR • Tsaile, AZ

Position available with Diné College (Navajo Nation). New instructors participate in a class on Diné educational philosophy. Duties: teach reading and coordinate the new First Year program; teach reading courses to mostly Navajo students; collaborate with faculty to create curricula; develop programs to involve families and community members; lead and develop service-learning activities. Qualifications: demonstrated ability to communicate well with community members, students, staff, faculty, and college administrators; innovative, creative, and engaging educator. To apply, contact Marietta Forrest at mforrest@dinecollege.edu.

PROGRAM ASSOCIATES • DC

Positions available with Small Enterprise Education and Promotion Network (SEEP). Duties: responsible for a mixture of project management, program implementation, and administrative functions in support of SEEP's programs with its partners of local and regional microenterprise development organizations in Asia, Africa, Europe, and Latin America; support and maintain relationships with program partners; organize and facilitate workshops, training courses, and events; conduct special research projects; prepare reports on program activities; may require overseas travel. Qualifications: M.A. in international affairs, international development, or related field; knowledge of practice and trends in microenterprise development; strong analytical, written, and oral communication skills. SEEP offers a competitive compensation package commensurate with experience. Deadline: 1/31/2005. Submit résumé and cover letter by e-mail to Ms. Sharyn Tenn, program manager, at tenn@seepnetwork.org.

PROJECT COORDINATOR • DC

Position available with Agricultural Cooperative Development International and Volunteers in Overseas Cooperative Assistance (ACDI/VOCA) as a D.C.-based Portuguese-speaking project coordinator for the Africa/Middle East Division. Duties: provides technical, administrative, logistical, financial, and programmatic supervision and backstopping to projects in Africa and the Middle East; assists in the preparation of proposals for new business in the region and in the marketing of ACDI/VOCA's core competencies. Qualifications: team player with an M.A. in international development or related field; three to five years' Africa/Middle East experience; excellent computer and organizational skills; strong competency in Portuguese language preferred. Send résumé, cover letter, and salary history to HR/AFR/MENA-PC, 50 F Street NW, Suite 1075, Washington, DC 20001; fax: 202.638.7477; e-mail: openings@acdivoa.org. No phone calls.

INTERNATIONAL

***ESL TEACHERS •**

Dalian, Jinan, Xian, and Xianyang, China

Positions available with the American Educational Services for a one-year contract, 25 to 27 hours/week. Qualifications: must be at least 21 years old; B.A. or equivalent; teaching experience; work well with children. Salary: \$731/month. To apply, e-mail Arrianna

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: Katherine Flynn, phone: 919.613.7412; e-mail: katherine.flynn@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. Joseph Encarnacion, phone: 212.229.5311, ext. 1110; e-mail: encarnaj@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.

Thompson at athompson@aesincorp.com. Additional contract information, including for 7.5 month-, 6 month-, and 6-week contracts is available on the website: www.aesincorp.com/contracts.htm.

CHIEF OF PARTY • Nigeria

Position available with Management Systems International (MSI). Participate in a five-year democracy and governance project in Nigeria. Recognizing that civil society is a fundamental component in a participatory democracy, and seeking to build upon previous investments in this area, USAID's assistance to civil society through this RFA will be focused on achieving three principal outcomes: strengthened CSO institutional capacity; increased CSO capacity for effective advocacy; strengthened CSO/GON partnerships to fight corruption. Qualifications: experience implementing anticorruption programs; possesses knowledge of Nigeria's current social, military, political, and eco-

nomie circumstances; ability to draw upon comparative experience from other post-authoritarian regime contexts; proven leadership skills that include the ability to encourage collaboration, cooperation, and a shared vision across a broad range of institutions and individuals; understanding of USAID or other donor approaches to civil society work; practical experience in applying anticorruption approaches to development work. E-mail cover letter and résumé to gritchley@msi-inc.com.

POLITICAL PARTIES/NEC DIRECTOR • Monrovia, Liberia

Position available with the Carter Center–United Kingdom (CC/UK). CC/UK advances peace and health in neighborhoods and nations around the world in partnership with the Carter Center and Emory University in Atlanta. Duties: strengthens Liberian political parties and the National Election Commission's (NEC)

work with European and African parties; manages a Liberian program officer and several support staff in Monrovia as well as six election support volunteers (ESVs) based in three rural resource centers around the country; works in collaboration with a chief of party, representing another U.K.-based partner organization as well as the overall project; responsible for advising the leadership of political parties and the NEC; provides training for and organizes other activities with political party representatives and NEC officials around the county; and interacts with other representatives from the government, civil society organizations, and the international diplomatic and donor community. Qualifications: passport from a European or African nation; pending funding, must be a resident in Monrovia, Liberia, for 12 months from approximately 2/1/2005; advanced degree in political science, law, or related field; extensive party-related experience, preferably in Africa, at a senior level that demonstrates capacity to

collaborate with the leadership of political parties and election commissions, especially in election contexts; experience facilitating consensus among diverse constituencies on policy issues. Send cover letter, résumé with detailed work history, and references to Tom Crick at tcrick@emory.edu and Ashley Barr at abarr@emory.edu; fax: 404.420.5196.

COMMUNITY CENTER DIRECTORS •

Asia, North Africa

Positions available with United Seamen's Service, an international nonprofit agency. Duties: work in merchant marine and port community centers in Asia and North Africa; initial assignment overseas is for two years. Qualifications: ability to organize and manage programs for both seafarers and U.S. government personnel, and to maintain a liaison between government agencies and the maritime industry overseas; strong management skills relating to food and beverage service in a club atmosphere, as well as overseas experience; French or Arabic is needed for one position. Receive salary plus housing and benefits. Send salary history and résumé to Assistant Director, Operations, United Seamen's Service, 20 Exchange Place, Suite 2901, New York, NY 10005; fax: 212.269.5721.

*SUMMER STAFF MEMBERS •

Peru, Belize, or Mexico

Positions are available with the ProWorld Service Corps, an international development company. Duties: support all aspects of volunteer programs and development projects; work with staff of 4–8; liaise with community members and volunteers; monitor volunteer placements, project execution; lead week-end adventures. Qualifications: B.S./B.A. and one year of overseas experience, preferably in Latin America; cross-cultural experience; leadership skills; Spanish fluency for positions based in Peru and Mexico. Salary: \$200/month, including room and board, all living expenses, and international flights paid. Position available from 5/2005–8/2005. Deadline: 2/28/2005. For information and to apply, e-mail Nick Bryngelson at jobs@proworldsc.org.

*PROGRAM DIRECTORS •

Mexico, Belize, or Peru

Positions available with ProWorld Service Corps. Duties: manage all aspects of volunteer programs and development projects; supervise staff of 3–6; liaise with community members and volunteers; monitor volunteer placements, project execution, and monthly budgets. Qualifications: B.S./B.A. and three years of overseas experience in Latin America; Spanish fluency for positions in Mexico and Peru; leadership and managerial experience; post-graduate degree or Peace Corps experience. Salary: \$5K/year, including room and board, all living expenses, in-country health insurance, and flights paid. Deadline: 1/31/05. For information and to apply, e-mail Nick Bryngelson at jobs@proworldsc.org.

INTERN/VOLUNTEER

FARM INTERN • Wykoff, MN

Internship available at DreamAcres. Opportunities include organic vegetable CSA and participation in workshops with Tiller International—ox/horse farming, blacksmithing, alternative technologies, sustain-

able development. Position is available 5/2005-10-2005 (flexible). Salary: \$100/week plus room and board. Contact Todd Juzwiak, RR 1, Box 1243, Wykoff, MN 55990; phone: 507.352.4255; e-mail: evalibarr@hotmail.com.

EDUCATION

FIELD NATURALIST AND ECOLOGICAL PLANNING • VT

The University of Vermont offers an M.A. in field naturalist and ecological planning. This degree provides collaborative, integrative, multidisciplinary field training in landscape ecology, environmental problem solving, and ecology-based land-use planning. Students work on real-world problems in the field and learn approaches to understanding how ecosystems work. Field naturalist focus is mainly on integrating the social dimensions of environmental understanding with the field naturalist approach. RPCVs are encouraged to apply—approximately 50 percent of past graduates have been RPCVs. For more information, visit www.uvm.edu/~plantbio; address: The Field Naturalist/Ecological Planning Program, Department of Botany, 120B Marsh Life Science Bldg., University of Vermont, Burlington, VT 05405; phone: 802.656.2930.

TEACHER-TRAINING PROGRAM •

Madison, WI

The Midwest Teacher Training Program offers a TEFL certificate in a five-week intensive, on-site teacher-training program. The program prepares trainees to teach English in classrooms overseas. The program offers a hands-on approach to teaching, teaching practice, 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. Ten percent tuition discount to RPCVs and AmeriCorps VISTAs with proof of service. For information, contact Midwest Teacher Training Program, 19 N. Pinckney Street, Madison, WI 53703; phone: 800.765.8577; e-mail: info@mttp.com; website: www.mttp.com.

TEACHING FELLOWSHIP • New York, NY

Fellowships available with the NYC Teaching Fellows. This program is an innovative and selective path to enter the classroom and make a difference in one of New York City's high-needs schools. The program is recruiting and hiring candidates for the 6/2005 teaching fellows program. Join a select group of talented individuals who will teach high-need subject areas, such as math, science, special education, Spanish, and bilingual education. Use your diverse experience and knowledge to affect positively the lives of students while working toward a subsidized M.A. in education. No teaching experience or previous coursework in education is required. To apply, visit www.nycteachingfellows.org.

BILINGUAL SPECIAL ED. PROGRAM • DC

George Washington University is offering full tuition scholarships for an M.A. in curriculum and instruction, with a concentration in bilingual special education. The two-year program will begin 5/2005.

For information and/or an application, contact Dr. Amy Mazur at 202.994.1511; e-mail: amazur@gwu.edu.

*MEDICAL DEGREE IN INTERNATIONAL HEALTH AND MEDICINE • Beer Sheva, Israel

In collaboration with Columbia University Medical Center, the medical school at Ben-Gurion University of the Negev offers a four-year medical degree program in international health and medicine. The program is taught in English and enrolls students who seek a medical degree with special skills in cross-cultural, community, and preventive medicine. Students take the U.S. Medical Licensing Exam and are expected to complete residencies in the United States. The program is approved by the U.S. Dept. of Education for participation in federally funded student loan programs. Contact the admissions office at 212.305.9587; website: www.cumc.columbia.edu/dept/bgcu-md; e-mail: bgcu-md@columbia.edu; address: 630 West 168th Street, PH15E-1512 New York, NY 10032.

PH.D. FELLOWSHIP OPPORTUNITIES •

Nationwide

The National Science Foundation (NSF) is offering a \$30K stipend plus tuition and fees. There are 120 NSF-sponsored programs across the country that seek students interested in pursuing graduate degrees in the areas of science, mathematics, engineering, and technology. Integrative Graduate Education Research and Traineeships (IGERT) programs equip Ph. D. scientists and engineers with the technical, professional, and personal skills needed to meet the career demands of the future. Deadline: varies by university. To learn more about IGERT programs and how to apply, visit www.igert.org; e-mail: questions@igert.org; phone: 866.593.9103.

AMERICORPS/VISTA

*AMERICORPS *VISTA LEADER • WI

Position available with Wisconsin Campus Compact (WCC) and the University of Wisconsin-Parkside. Duties: supports WiCC and hosts sites in their efforts to market VISTA positions, recruits members, and builds public awareness of poverty in Wisconsin; assists with planning and conducts on-site orientation and training for new members and provides members with weekly serving in the WIK-16 VISTA Service-Learning Project. Qualifications: must have successfully completed a term of service as an AmeriCorps*VISTA member or as a Peace Corps Volunteer; B.A./B.S. in a relevant field. Deadline: 1/31/2005. To apply, mail résumé to Carie Goral, Project Director, Wisconsin Campus Compact, University of Wisconsin-Parkside, 900 Wood Road, Kenosha, WI 53141; phone: 262.595.2514; e-mail: carie.goral@uwp.edu.

Online Employment Bulletins

International Career Employment Weekly

Public Health Jobs Worldwide

Environmental Career Opportunities

E-mail rvs@peacecorps.gov to receive the passwords.

Please specify which publication you want.

Career Information Consultants Guide

This 369-page publication lists more than 1,500 RPCVs and other professionals in specific career fields 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.

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.

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) worldwide.

PCMOs are paid contractors who provide health care, education, and counseling, and manage the Peace Corps Volunteer health care programs in their countries of assignment.

Starting salary is \$62K. Positions require valid license and national certification. Applicants with overseas work experience will be most competitive.

For more information, visit the Peace Corps website: www.peacecorps.gov, click on Professional Medical Opportunities; phone: 202.692.1535; or e-mail: pcmorecruitment@peacecorps.gov.

Discover Career Assessment Software

Returned Volunteer Services (RVS) 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.

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

It's coming. Get ready.

HOTLINE e-newsletter

To serve you better by providing more job announcements, access to more recruiters, and direct links to hiring organizations, **HOTLINE** will soon be delivered to your e-mail inbox.

Other benefits include RPCV-focused articles by career professionals, answers to your frequently asked transition questions, and direct access to Peace Corps Fellows/USA, Crisis Corps, Third-Goal opportunities ... and more!

Subscription information will be published in future issues of **HOTLINE**.

Feel free to send suggestions for this e-newsletter to Patricia Licata at plicata@peacecorps.gov.

Please include "HOTLINE e-news" in the subject line.

Graduate School Guide Online!

The *Graduate School Guide* highlights programs (arranged by academic subject area) from more than a hundred 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/rvs/publications

Got a Match?

Peace Match Makes It Easy!

Help promote a better understanding of other peoples on the part of Americans. Register with Peace Match to find a classroom speaking opportunity.

Register at www.peacematch.org.

Peace Corps Career Centers



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

Contact them for more information.

Join an RPCV Listserv

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

Go to www.yahoo.com, select "Groups," search for "RPCVNetwork," and "Join."

Include your PCV name and country/dates of service.

REMEMBER!

**Peace Corps Week:
February 28–March 6, 2005**

Sign up online at
www.peacecorps.gov/pcweek

Crisis Corps Recruiting Short-Term Volunteers

Due to the earthquake in the Indian Ocean and the resulting tsunamis that have devastated several countries in Southeast Asia, Crisis Corps is currently conducting a programmatic needs assessment in the region. Projects will be contingent upon assessment findings.

In anticipation of needs in several functional areas, Crisis Corps seeks résumés from RPCVs with the following qualifications and/or backgrounds:

- Mental health workers
- Degreed public health workers
- Water sanitation engineers
- Civil engineers
- Project managers with extensive experience in disaster recovery and reconstruction
- Fluent Thai speakers

Jamaica

Jamaica Social Investment Fund requests a CCV for a six-month assignment to serve as a **Systems Engineer**. The position requires experience developing IT disaster-recovery plans and Web-enabled data-aware applications using the Microsoft SQL Server Database, a Microsoft Visual Studio development environment, ASP (Active Server Pages), and VBScript.

Namibia

The **National Health Training Center (NHTC)** requests six CCVs to serve six-month assignments as **Video Conferencing Trainers** to work with HIV/AIDS prevention committees. Duties: support in-service training efforts on HIV/AIDS; train and support staff in operating video equipment; create a training schedule to build staff capacity; work with NHTC staff to formulate a national plan for the use of digital video conferencing to communicate with health institutions nationwide; develop training guidelines/manuals on the use and maintenance of equipment. Required qualifications: four-year degree (or equivalent experience) in health or social sciences; one year of training experience; knowledge of computers and video equipment maintenance and minor repair; report-writing skills. These assignments are expected to begin in February 2005.

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.

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.

Peace Corps

Washington, DC 20526

OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE \$300

Return Service Requested

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

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

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

PLEASE CHECK APPROPRIATE BOX AND ENCLOSE IN SEPARATE ENVELOPE:

DISCONTINUE SEND *HOTLINE* TO NEW ADDRESS (Sorry, we cannot send *HOTLINE* overseas.)

Name

Address

City

State

Zip Code

Country/Dates of Service

E-mail Address

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

An Overview of Peace Corps and NPCA Programs

Responding to global crises and building sustainability

You are invited to join the National Peace Corps Association (NPCA) and the Peace Corps for a series of four Open Houses to showcase our programs that respond to global crises and build sustainability. Crisis Corps opportunities will be highlighted.

The first event will be held in Raleigh, N.C., on February 4 (see below). Open Houses will also be held in San Diego during Peace Corps Week and in Houston and Cleveland in April. For more information about these events, visit www.PeaceMatch.org or www.peacecorps.gov. Or contact Gladys Maloy at the NPCA via phone: 202.293.7728, ext. 23; or e-mail: peacematch@rpcv.org.

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The NPCA and the Mid-Atlantic Regional Peace Corps Office cordially invite you to an Open House, featuring comments by leaders of the NPCA and the Peace Corps.

Friday, February 4, 2005

6:30 p.m. to 9 p.m.

Reception: 6:30 p.m. Program: 7:30 p.m.

Exploris Museum

Zanzibar Room

201 East Hargatt Street

Raleigh, NC 27601

February 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, February 16, 2005

4 p.m. to 8 p.m.

Paul D. Coverdell

Peace Corps Headquarters

1111 20th Street, NW

Washington, DC 20526

Shriver Conference Rooms

A, B, C

For more information, contact
Heather Groome at 202.692.1437