



Hotline



For Returned Volunteers/
From the Office of Public Engagement

Hot Resources

Highlights

New Opportunities In South Africa!

For more information, see page 9.

RVS Announces new third-party career bulletins

For more information, see page 10.

Looking for International Jobs? Join the RPCVNetwork listserv.

For more information, see page 5.

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

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Peace Corps Response

Navigating Your Job Search if You Have a Disability By Ellen Alderton



If you are an RPCV with a disability, you already know how much you can accomplish. An uncomfortable fact that most people with disabilities have encountered, however, is that often other people tend to focus on your disabilities rather than your abilities.

Looking for a job while living with a disability requires careful navigation between two sets of realities. On the one hand, according to a 2010 survey conducted by the National Organization on Disability (NOD), only 20% of working age Americans with disabilities are employed, compared to 60% of people without disabilities. People with disabilities may find themselves the objects of prejudice and misconceptions, and while the trend is for companies to focus on increasing diversity, only three in 10 U.S. corporations, according to NOD, report having an explicit disability policy or program.

On the other hand, the United States does enjoy a robust body of legislation and case law to protect the employment rights of people with disabilities. In 1990, Congress enacted at groundbreaking piece of legislation, the Americans with

Disabilities Act, now commonly known as the ADA. The ADA affirms wide-ranging civil rights in the areas of public entities and public transportation, public accommodations and commercial facilities, telecommunications, and employment.

Subsequent case law has clarified what is and is not considered a disability and today, according to the U.S. Equal Employment Opportunity Commission, “an individual with a disability is a person who: Has a physical or mental impairment that substantially limits one or more major life activities; has a record of such an impairment; or is regarded as having such an impairment.”

Public entities, as well as organizations with 15 or more employees, are required to extend “reasonable accommodations” to employees with disabilities who can perform the “essential functions” of a job—provided that those accommodations do not entail “undue hardship” for the employer.

So what exactly does the legal and cultural landscape entail for an RPCV with a disability who is looking for work? There are different trends and strategies you should be aware of:

First, the public sector is a good place to look for a job. Public sector employers are well-versed in the hiring requirements of the ADA, are required to adhere to the ADA, and, in the case of the federal government in particular, will often even fill certain jobs non-competitively for individuals with disabilities. The Office of Personnel Management provides further information on how to apply for federal jobs if you have a disability and on how you may be able to leverage non-competitive status.

In the private sector, you may be better off targeting larger companies. Remember, if an organization has fewer than 15 employees, it is not required to comply with the ADA. But, don’t let this hiccup in the law stop you. If there is a dream job with a small company that you know you are right for, by all means apply and make your case. As an RPCV, you have already demonstrated that you can work under even highly challenging conditions.

Finally, it is up to you to decide when, how and to what extent to disclose that you have a disability and need accommodations. The ADA allows you to disclose (or not disclose) your disability

Continued on page 11

Public Sector

ADMINISTRATIVE CONTRACTING OFFICER • Afghanistan

Position available with USAID. Duties: serves as principal contract specialist when cognizant contracting officer is unavailable. Qualifications: B.A./B.S.; Project Management Professional certification preferred; six years' relevant development experience, of which four years were in developing country or M.A. with five years' relevant development experience, of which three years were in a developing country. Deadline: 10/16/2011. For more information and to apply, email ooparecruitment@tai-pedro.com; phone: 202.742.1599; website: www.usaid.gov/careers/fsls.html.

HEALTH INSURANCE SPECIALIST • Woodlawn, Md.

GS-9 position available with Centers for Medicare and Medicaid Services. Duties: develops, interprets, and implements healthcare financing policy; affects disbursement of billions of dollars each year; analyzes Medicare and Medicaid policies; identifies trends in healthcare utiliza-

tions; studies private health insurance industry. Qualifications: current noncompetitive eligibility; B.A./B.S. or M.A.; one year healthcare-related experience. Salary: \$51,630. Deadline: 11/30/2011. For more information and to apply, email marissa.malcolm@cms.hhs.gov; phone: 410.786.0119; website: www.cms.gov. For more information on the eligibility for this position, visit www.peacecorps.gov/nce.

Private Sector

CHIEF OF PARTY, INFORMATION REACHING THE MASSES-PHASE II (INFORM-II) • DC

Position available with IREX. Duties: provides oversight of program, including program management, strategic vision, fiscal integrity, quality and timing of deliverables, and coordination with partners; assesses opportunities for integration of social media by civic and civil society groups; mobilizes civic actors, e-governance experts, and other relevant stakeholders to respond to citizen needs and engage government; provides overall management of sub-grantees and sub-contractors; produces effective written

reports and oral presentations on developmental challenges facing program. Qualifications: M.A. in relevant field; knowledge of, and expertise in, electric-government. For information and to apply, visit www.irex.org/careers.

BICYCLE FLEET MANAGER/MECHANIC • DC

Position available with Bike and Roll. Duties: ensures fleet is in safe working order; manages fleet mechanics; maintains rental fleet at Union Station; staffs service bay as trained mechanic; visits all locations on regular basis; collaborates with location managers on state of equipment; contributes to fleet purchase decisions. Qualifications: two years' leadership or management experience; trained and qualified bicycle mechanic. Deadline: 10/24/2011. For more information and to apply, email jobs@bikethesites.com; phone: 202.842.2453; website: www.bikethesites.com/Employment-with-Bike-and-Roll-Washington-DC.

INDIVIDUAL GIVING DIRECTOR • Surry, Maine

Position available with Sustainable Harvest International. Duties: develops, implements, drives, and evaluates plans; builds strategic alliances to achieve desired outcomes; leads and grows organizational structure, staffing, and strategic direction to accomplish individual giving goals; writes appeal letters for both print and email correspondence; oversees major gifts, planned giving, direct mail, online giving, and donor acquisition. Qualifications: B.A./B.S.; five years' professional experience in nonprofit organization; success in development functions including face-to-face 'ask' situations and creative writing of donor appeals. Deadline: 10/31/2011. For more information and to apply, email renee@sustainableharvest.org; phone: 207.669.8254; website: www.sustainableharvest.org.

PROGRAM ASSISTANT, HOUSING SERVICES • Seattle, Wash.

Position available at Wellspring Family Services. Duties: manages program funding allotments; implements and monitors financial reports; reconciles accounts; codes accounts payable; tracks payments; accounts for petty cash; coordinates accounting records with finance; participates in program audits; monitors contract goals and benchmarks. Qualifications: A.A. or equivalent training; business or accounting courses in curriculum; two years' experience working with complex computerized accounting system and database; experience or desire to work in social service setting; familiarity with funding sources and contracts

HOT! OPPORTUNITIES

GENERAL DEVELOPMENT OFFICER (MID-LEVEL) • Afghanistan

Position available with USAID. Duties: participates in design, implementation, monitoring, and evaluation of programs and projects. Qualifications: B.A./B.S. with six years' relevant development experience of which four years were in a developing country, or M.A. with five years' relevant development experience of which three years were in a developing country. Deadline: 10/15/2011. For more information and to apply, email OAPArecruitment@tai-pedro.com; phone: 202.742.1599; website: www.usaid.gov/careers/fsls.html.

PROGRAM ASSOCIATE, AFRICA • DC

Position available with World Wildlife Fund. Duties: conducts research and analysis; organizes information, materials, draft reports, proposals, and presentations; manages project administration and databases; manages administrative tasks for the program by performing variety of standard and complex administrative duties and responsibilities, including meeting planning, travel arrangements, and other general office duties; ensures smooth functioning of program. Qualifications: B.A./B.S. or equivalent work experience; environmental or conservation experience; ability to manage multiple projects and priorities; proficiency with Microsoft Office software; ability to work independently with geographically dispersed team; knowledge in Congo Basin Region. For more information and to apply, visit www.worldwildlife.org/careers.



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preferred. For more information and to apply, email careers@wellspringfs.org; website: www.wellspringfs.org.

OUTREACH WORKER • Morganton, N.C.
Position available with Farmworker Health Program. Duties: completes basic health assessments, referrals, and follow-ups; provides health education to migrant and seasonal farm workers and poultry workers; provides case management services and direct services. Qualifications: high school diploma, G.E.D. or equivalent; B.A./B.S. in public health or social work preferred; exposure to farm worker issues; valid North Carolina driver's license; Spanish language fluency. Salary: \$24K–\$26K. Deadline: 10/15/2011. For more information and to apply, email heidi.e.boon@gmail.com.

RENO COUNTY EXTENSION AGENT, 4-H YOUTH DEVELOPMENT • South Hutchinson, Kan.
Position available with Kansas State Research and Extension. Duties: provides primary leadership for dissemination and implementation of research-based education program for school-aged youth using variety of delivery modes. Qualifications: B.A./B.S. in education, youth development, sociology, or other related fields; M.A. preferred; major course work, professional development, and experience appropriate to needs of position. Salary: \$36K. Deadline: 10/14/2011. For more information and to apply, email jriniker@ksu.edu; phone: 785.532.5790; website: www.ksre.ksu.edu.

KNOWLEDGE MANAGEMENT AND INFORMATION TECHNOLOGY TECHNICAL ADVISOR • DC
Position available with Global Health Fellows Program. Duties: contributes to office mandate of advancing USAID work on health system strengthening to support results in area of health; works closely with current information officer to provide technical guidance on knowledge management and information technology. Qualifications: M.I.S. or M.A. in related field; five years' work experience in management information systems or knowledge management project design and implementation; two years' experience in international or resource-challenged setting. Deadline: 10/11/2011. For more information and to apply, email ghfprecuritment@ghfp.net; website: www.ghfp.net.

NEW BUSINESS DEVELOPMENT MANAGER • DC
Position available with Population Services International. Duties: manages all aspects of proposal development by working with field

and headquarters staff on program design, proposal writing, and on cost proposal development; travels to provide technical assistance to field programs as needed for proposal development and capacity building. Qualifications: M.B.A., M.P.A., M.P.H., or other relevant graduate degree; five years' experience related to international development; international health experience preferred; excellent diplomatic, negotiating, and interpersonal communication capability; outstanding writing skills. Deadline: 11/13/2011. For more information and to apply, phone: 202.875.0072; website: www.psi.org.

FAMILY LIVING AGENT • Florence Forest and Vilas Counties, Wis.
Position available with University of Wisconsin Extension, Cooperative Extension. Duties: provides educational leadership by planning, implementing, and evaluating culturally competent education programs directed at issues such as parent support, community partnerships, managing life transitions, nutrition, health, and food safety for families. Qualifications: M.A. or other graduate degree; degree in family development-related field; knowledge in professional field of family and consumer sciences; demonstrated skill in planning, implementing, or teaching education programs. Salary: \$42K–\$46K. Deadline: 10/11/2011. For more information and to apply, email ces.jobs@uwex.edu; phone: 608.263.1945; website: www.uwex.edu/ces/hr/listing.cfm?PVL=C12014.

ENGAGEMENT SERVICES MANAGER • Portland, Ore.
Position available with Outside In. Duties: supervises programs offered in dynamic group milieu including food program, drop-ins, individual youth engagement supports, services to LGBTQ youth, and HIV-prevention activities. Qualifications: M.S.W. or M.A. in counseling; two years' supervisory or program coordination experience; four years' relevant mental health, alcohol, and drug treatment, homeless populations, or adolescent experience. For more information and to apply, email apply@outsidein.org; website: www.outsidein.org/employment.htm.

START-UP FARMER • London, Ohio
Position available with Procter Center. Duties: gardens or rows crop production; manages orchard; produces nursery crops; manages goats; manages chickens; produces winter vegetable production. Qualifications: one full season of practical experience in sustainable farming; entrepreneurial spirit; strong communication skills; willingness to engage with interested visitors. Salary: \$22K. Deadline: 12/1/2011. For more information and to apply, email [Page 3](mailto:christine-</p></div><div data-bbox=)

tokarz@gmail.com; phone: 903.267.6372; website: www.procter.diosohio.org.

LOW EMISSIONS DEVELOPMENT STRATEGIES SPECIALIST • Various worldwide locations

Position available with Tetra Tech ARD. Duties: collaborates across technical areas to lead to rapid assessments to determine the current status of LEDS and REDD strategies; assesses future emissions scenarios, prioritize sectors, and identify priority actions for support; integrates land use planning best practices into LEDS strategies; Qualifications: M.A. in anthropology, sociology, communication, development, or field of study related to policy analysis; degree or experience in climate change mitigation or adaptation; Ph.D. preferred. Deadline: 10/12/2011. For more information and to apply, visit www.ardinc.com.

LOW EMISSIONS DEVELOPMENT STRATEGIES SPECIALIST • Various worldwide locations

Position available with Tetra Tech ARD. Duties: collaborates across technical areas to lead to rapid assessments to determine current status of LEDS and REDD strategies; assesses future emissions scenarios, prioritizes sectors, and identifies priority actions for support; integrates land use planning best practices into LEDS strategies. Qualifications: five years' technical experience in policy analysis in two geographical regions; experience with USAID's operations, procurement, administration and logistics, and financial management regulations; experience collaborating with complex field operations in closed, transitional, or developing countries; Spanish language proficiency. Deadline: 10/12/2011. For more information and to apply, visit www.ardinc.com.

FAMILY LIVING EDUCATOR (50%) • Waukesha County, Wis.

Part-time position available with University of Wisconsin-Extension. Duties: provides educational leadership by planning, implementing, and evaluating culturally relevant educational programs directed at issues relating to purpose of position that result in positive outcomes for families and communities; delivers family-focused community-based educational programs. Qualifications: M.A. or other graduate degree; one degree in family development related field; skills in planning, implementing, or teaching educational programs; knowledge and skills to effectively interact with people from different cultural backgrounds. Salary: \$53K-\$56K. Deadline: 10/25/2011. For more information and to apply, email ces.jobs@uwex.edu; phone:

608.263.1945; website: www.uwex.edu/ces/hr/listing.cfm?PVL=C12016.

RURAL ENTERPRISE DEVELOPMENT OUTREACH SPECIALIST • Dane County, Wis.

Position available with University of Wisconsin-Extension. Duties: prepares educational materials, program evaluations, and reports using appropriate technology; plans and implements appropriate impact evaluations and reports to document program effectiveness; provides relevant program outcome information to public officials, legislators, and general public. Qualifications: B.A./B.S. in field that relates to responsibilities of position such as community development, economic development, urban and regional planning, agriculture, and applied economics or business. Salary: \$51K. Deadline: 10/18/2011. For more information and to apply, email ces.jobs@uwex.edu; phone: 608-263-1945; website: www.uwex.edu/ces/hr/listing.cfm?PVL=C12016.

SENIOR MANAGE – TRAINING AND LEARNING • Boston

Position available with Interise. Duties: recruits, trains, and manages national team of thirty or more adult-learning instructors; facilitates transference of best practices; identifies and manages development of instructional materials; ensures program quality through evaluation and site visits; develops systems for scaling work nationally. Qualifications: B.A./B.S. or M.A.; significant experience in recruiting and managing high-impact teams of trainers and instructors; hands-on experience with facilitative instruction and educational technology; hands-on experience with instructional product development; proven experience using data to increase quality; strong organization and communication skills. Salary: \$50K-\$65K. Deadline: 10/10/2011. For more information and to apply, email jhorstman@interise.org; phone: 617.350.6301; website: www.interise.org.

PROGRAM ASSISTANT • DC

Position available with Population Reference Bureau. Duties: provides administrative support; coordinates project activities for organizations participation in Lake Victoria Basin Population, Health, and Environment Initiative under IDEA; manages sub agreements; works on budgeting and planning process with partner organizations; travels to field locations to monitor progress. Qualifications: B.A./B.S. or M.S. in social sciences; two years' experience overseas; two years' experience monitoring and evaluating progress of funded programs;

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strong administrative skills and proficiency with Microsoft suite; ability to travel overseas to African partner organizations 20 percent of the time. Deadline: 10/14/2011. For more information and to apply, email jobs@prb.org; website: www.prb.org.

INTAKE SPECIALIST (REQ#11-66) • New York

Position available with Seedco. Duties: assigns jobseekers to appropriate center and community partner services at Workforce1 Career Center. Qualifications: High School Diploma or GED; Associates or B.A. in relevant field preferred; excellent communication, interpersonal, and analytical skills; proficiency in Microsoft Excel and typing a minimum of 45 words per minute; bilingual skills in Spanish preferred. Deadline: 10/31/2011. For more information and to apply, email jobopenings@seedco.org.

BILINGUAL SPANISH-LANGUAGE SUPPORT REPRESENTATIVE • Various locations

Position available with Agri-Placement Services, Inc. Duties: recruits prospective dairy farm employees; transports selected workers to farm; trains workers to perform dairy farm tasks; facilitates communication between Spanish-speaking workers and farmer. Qualifications: Spanish fluency; sales experience beneficial. For more information and to apply, email Brandon.Mallory@agri-placement.com; website: www.agri-placement.com.

INTENSIVE ENGLISH PROGRAM LECTURER • Pittsburg, Kan.

Position available with Pittsburg State University. Duties: teaches 15 to 20 hours per week with other program duties. Qualifications M.A. in Teaching English as a Foreign Language or related field. Salary: \$29K—\$35K. Deadline: 10/15/2011. For more information and to apply, email cmekkaou@pittstate.edu; phone: 620.235.4676; website: www.pittstate.edu/office/hr/jobs.dot.

TEACHER/COACH • Various locations

Position available with Southern Teachers Agency. Duties: makes a real difference in children's lives; leads extracurricular activities with enthusiasm, in addition to teaching responsibilities. Qualifications: B.A.; content mastery, enthusiasm for teaching, and vibrant nature; leadership and creativity. For more information and to apply, visit www.SouthernTeachers.com.

ENGLISH TEACHERS • Ga.

Positions available with Teach Away Inc. Duties: teach English at elementary-, middle-,

and secondary-school level. Qualifications: two years' post-secondary education; experience working with young learners preferred. For more information and to apply, email jessa@teachaway.com; website: www.teachaway.com.

ASSOCIATE, EXECUTIVE, AND SENIOR DIRECTORS • Various locations

Positions available with CCS. Duties: provide full-time, onsite fundraising and management consulting services; work collaboratively with organization's executives and client leaders to identify, design, and implement management and development methodologies to prepare for and conduct successful fundraising campaigns. Qualifications: capital campaign or major gifts fundraising experience or transferable consulting, communications, marketing, and strategic planning experience; ability to temporarily relocate for regional assignments. For more information and to apply, email somalley@ccsfundraising.com; phone: 800.832.3214; website: www.ccsfundraising.com/careers.

MEDICAL BILLING SPECIALIST • Portland

Position available with Outside In. Duties: checks out patients; processes billing in electronic medical records. Qualifications: medical billing certificate or diploma with billing experience, including Medicare and Medicaid billing; experience with Federally Qualified

Health Center or mental health program. For more information and to apply, email apply@outsidein.org; phone: 503.535.3896; website: www.outsidein.org.

INFORMATION TECHNOLOGY SPECIALIST • Boston

Position available with Partners In Health. Duties: maintains network and systems at headquarters and field sites; trains and supports field staff; designs and implements network solutions. Qualifications: B.S., Computer Science or five years' experience in information technology support; experience in Microsoft Office, Sharepoint, Windows, and Windows Server 2003, 2008; French fluency skills preferred. For more information and to apply, visit www.pih.org/pages/employment/openings.

REGISTERED NURSE • DC

Position available with L'Arche Greater Washington, DC. Duties: monitors healthcare of eight adults with intellectual disabilities who live in an interdenominational Christian community; oversees Trained Medication Employee program by conducting required reviews and trainings as needed. Qualifications: Registered Nurse licensed in D.C.; one year's experience working with adults who have intellectual disabilities or in a community health setting; familiarity with policies and procedures pertaining to Trained Medical Employees as developed

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<http://groups.google.com/group/rpcvnetwork>



by the D.C. Board of Nursing preferred. Deadline: 10/21/2011. For more information and to apply, email join@larche-gwdc.org; phone: 202.580.5638; website: www.larche-gwdc.org.

RENO COUNTY EXTENSION AGENT, 4-H YOUTH DEVELOPMENT • South Hutchinson, Kan.

Position available with Kansas State Research and Extension. Duties: provides primary leadership for dissemination, and implementation of research-based educational programs for school-aged youth using a variety of delivery modes. Qualifications: B.A. in education, youth development, sociology, or other related fields, with major coursework, professional development, and experience appropriate to needs of the position; master's degree preferred. Deadline: 10/14/2011. For more information and to apply,

email jriniker@ksu.edu; phone: 785.532.5790; website: www.ksre.ksu.edu.

MANAGEMENT TRAINEE • Denver

Position available with Furniture Row. Duties: provides excellent service to customers; learns store operations and management coursework for the manager trainee program. Qualifications: possesses good communication and problem-solving skills and a positive bias; flexibility to relocate upon promotion; Salary: \$40K—\$60K. Deadline: 10/31/2011. For more information and to apply, email stephanie.hudson@sofamart.com; phone: 303.828.1067; website: www.furniturerow.com.

MIAMI COUNTY EXTENSION AGENT, AGRICULTURE AND NATURAL RESOURCES • Paola, Kan.

Position available with Kansas State Research and Extension. Duties: provides primary leadership for the dissemination and implementation of research-based information; develops agriculture and natural resources educational programs. Qualifications: B.A./B.S.; M.A. preferred; professional development and experience appropriate to needs of position. Salary: \$36K. Deadline: 10/07/2011. For more information and to apply, email jriniker@ksu.edu; phone: 785.532.5790; website: www.ksre.ksu.edu.

LOAN OFFICER (REF#11-92) • New York

Position available with Seedco. Duties: identifies, acquires, and expands community development lending opportunities in target markets with focus on providing loan financing and technical assistance to small businesses, nonprofit organizations, and real estate developers. Qualifications: B.S./B.A. preferred; two years' lending experience; strong financial skills; ability to develop and interpret financial statements applied to business accounting and finance principle; superior analytical skills; proficiency in Windows-based software. For more information and to apply, email sfsjobopenings@seedco.org.

PROGRAM OFFICER • Baltimore, Md.

Position available with John Hopkins University, the Center for Communication Programs. Duties: supports one or more field programs with technical, programmatic, and administrative assistance; serves as field program's consistent link to field location; provides day-to-day problem solving, technical input, writing, editing, and procurement processing field that programs require. Qualifications: M.A.; four years' related experience; experience working internationally or abroad. Salary: \$52,010—\$71,568. Deadline: 11/7/2011. For more infor-

mation and to apply, visit www.jobs.jhu.edu and search using the five-digit requisition number, 49765.

PROCUREMENT AND LOGISTICS OFFICER • DC

Position available with Population Services International. Duties: liaises with field offices to determine procurement needs and appropriate delivery schedules; obtains bids for commodity purchases, and transportation in accordance with appropriate donor government regulation. Qualifications: B.A./B.S. or equivalent experience; three years' experience in procurement, logistics, or related field; knowledge of procurement regulations, including Federal Acquisition Regulation and Agency for International Development Acquisition Regulations. Deadline: 11/7/2011. For more information and to apply, phone: 202.785.0072; website: www.psi.org.

SENIOR HEALTH SYSTEMS STRENGTHENING ADVISOR • DC

Position available with Global Health Fellows Program. Duties: serves on Strategic Planning, Evaluation and Reporting Health Systems Strengthening Team; liaises between other cross-cutting areas such as capacity building, community involvement, integration, and gender. Qualifications: M.P.H., or other related discipline; ten years' experience in health systems programming and capacity building; three years' experience in developing country or resource challenged setting. Deadline: 10/03/2011. For more information and to apply, email ghfprecrutment@ghfp.net; website: www.ghfp.net.

International

PROGRAM DIRECTOR • Tunis, Tunisia

Position available with IREX. Duties: manages programs with operations and activities throughout country; provides leadership in guiding development and implementing program activities; monitors program components; ensures deliverables are being met; maintains effective relations, and coordinates activities with local stakeholders; coordinates program publicity and outreach, including producing regular news and program updates; promotes program successes; ensures all fiscal and performance activities are compliant with organization's policies, procedures, and U.S. government regulations. Qualifications: B.A./B.S. in relevant field; five years' experience in international development; experience with economic development and social entrepre-

Ask Hotline



Q: If a prospective employer wants to confirm that I served in the Peace Corps, what should I do?

A: Requests for confirmation of service are handled by the Peace Corps Certification Specialist. Direct your requests to certifications@peacecorps.gov. Please include your name during service, approximate dates of service, and country of service. Please allow 7 to 10 business days to process your request.

neurship programs; French language fluency. For more information and to apply, visit www.irex.org/careers.

FINANCE AND GRANTS MANAGER • Tunis, Tunisia

Position available with IREX. Duties: assures the program meets IREX, USAID, and government of Tunisia requirements relative to USAID funds accountability and operations within country; negotiates agreements with sub-grantees and subcontractors; provides finance support to grantees; monitors project budgets and provides required reporting; coordinates with IREX finance and grants teams in Tunisia and at home office. Qualifications: five years' experience as financial manager, grants manager, or controller; success in finance and grants management for international organizations or donors; experience providing finance and grants management for USAID; French language fluency. For more information and to apply, visit www.irex.org/careers.

CHIEF OF PARTY, WATER AND AGRICULTURE PROJECT • Afghanistan

Position available with Tetra Tech ARD. Duties: leads all technical, financial, and administrative aspects of program and coordinates closely with USAID/Afghanistan in developing, implementing, and revising project's overall field. Qualifications: M.A. in field directly related to water management, agricultural pro-

duction, or other topic directly relevant to project objectives; prior chief of party experience on projects of similar complexity; excellent understanding and knowledge of USAID and U.S. government regulations, administration, management, reporting procedures, and systems. Deadline: 10/14/2011. For more information and to apply, email Cathy.Iraheta@tetrattech.com; website: www.ardinc.com.

MALARIA TECHNICAL ADVISOR • Yangon, Myanmar

Position available with Population Services International. Duties: defines overall strategy for Artemisinin Resistance Project Team: responsible for roll out of project, including technical oversight; monitors progress of project activities; coordinates support to project, particularly for monitoring and evaluation. Qualifications: M.A. in public health, science, or Ph.D.; eight years' professional experience working on malaria control in developing country; experience in malaria control to Asia region, particularly Greater Mekong sub-Region and Myanmar. Deadline: 11/8/2011. For more information and to apply, phone: 202.785.0072; website: www.psi.org.

PROGRAM ASSOCIATES • East Africa

Positions available with One Acre Fund. Duties: work with persistently hungry farm families to generate permanent 100% gain in farm income; lead new crop trials and configurations;

streamline organization's financial systems; expand program enrollment and efficiency. Qualifications: strong independent problem-solving skills; ability to self manage; strong overall judgment. For more information and to apply, email jobs@oneacrefund.org; website: www.oneacrefund.org/get_involved/careers.

ENGLISH LANGUAGE FELLOW • Various worldwide locations

Position available with U.S. Department of State, English Language Fellow Program. Duties: serves as full-time English Language Fellow teacher to diverse groups, from K-12 and university students to adults; teaches up to 20 classroom hours of English per week; participates and organizes additional activities, such as curricula and materials development, lesson plans, pre-service training, in-service training, workshops, and seminars. Qualifications: M.A. with a focus in Teachers of English to Speakers of Other Languages /Teaching English in a Foreign Language; two years' professional TESOL experience. Salary: \$25K stipend, as well as living expenses and international airfare. Deadline: 11/15/2011. For more information and to apply, email elf@georgetown.edu; phone: 202.687.2608; website: elf.georgetown.edu.

PROGRAM MANAGER • Dili, East Timor

Position available with Health Alliance International. Duties: provides leadership and coordination to organization's program staff; assures close collaboration and integration with the Timor-Leste Ministry of Health in support of strengthening health services and community-health promotion for maternal and newborn care and child spacing in Timor-Leste. Qualifications: M.A. in public health, related field or R.N.; three years' international health program manager experience; experience in public health systems, maternal and newborn care, and family planning programs in developing countries. Deadline: 10/17/2011. For more information and to apply, email applications@healthallianceinternational.org; website: healthallianceinternational.org.

CONSTRUCTION MANAGER • Various worldwide locations

Positions available with Global Criminal Justice Solutions, LLC. Duties: supervise total construction effort to ensure project constructed according to design, budget, and schedule; develop quality standards and specifics; provide technical eye to drawings; recommend construction methods and equipment; plan, coordinate, and supervise on-site functions; manage teams; see development to completion.

Thinking of Graduate School? Think of Coverdell Fellows!

The Paul D. Coverdell Fellows Program partners with more than 60 universities across the country to offer financial aid and career-enhancing internships toward graduate degrees. With more than 190 degree offerings in 30 states and the District of Columbia, chances are we have a program that's right for you.

Visit our [web pages](#) to learn about our programs in development economics, law, management, public health, environmental education, creative writing and so much more.



Paul D. Coverdell Fellows Program
(Formerly known as Fellows/USA)

www.peacecorps.gov/fellows | fellows@peacecorps.gov





Qualifications: B.S. in civil or related engineering; eight years' related work experience in broad engineering or construction field; experience with government-funded projects in Middle East or lesser developed countries preferred. Deadline: 9/28/2012. For more information and to apply, email careers@gcjs-llc.com; website: www.GCJS-LLC.com.

ENGLISH AS A SECOND LANGUAGE TEACHERS • South Korea

Position available with Greenheart Travel. Duties: teaches English in host country. Qualifications: B.A.; Teaching English as a Foreign Language or Teaching English to Speakers of Other Languages certificate. Salary: \$24K. Deadline: 11/01/2011. For more information and to apply, email jsalvador@greenhearttravel.org; phone: 888.227.6231; website: www.greenhearttravel.org.

TEACHERS • Abu Dhabi, United Arab Emirates

Positions available with Teach Away Inc. Duties: teach kindergarten, primary (grade 1-4), and secondary English; participate in education reform in Middle East. Qualifications: B.A.; qualified teacher status or certified teacher; two years' experience at relevant level. For more information and to apply, email jessa@teachaway.com; website: www.teachaway.com.

HAITI AGROFORESTRY AND LIVELIHOODS COORDINATOR • Haiti

Position available with Trees, Water, and People. Duties: represents organization in country by building tree nursery capacity, organizing rural land-holders into associations, sourcing and mobilizing materials and product, and developing improved value chains and sustainable enterprises for variety of forest products. Qualifications: two years' international development overseas, with specific experience in

agro-forestry or reforestation projects; ability to coordinate and communicate effectively with other non-profit organizations, government level institutions, rural stakeholders, businesses, and others; French or Haitian Creole fluency, Spanish valuable. Deadline: 10/15/2011. For more information and to apply, email sebastian@treeswaterpeople.org; phone: 970.484.3678; website: www.treeswaterpeople.org.

TRANSPORTATION SUPERVISOR • Various worldwide locations

Positions available with Global Criminal Justice Solutions, LLC. Duties: oversee transportation fleet; ensure compliance with company, divisional, OSHA, and department of transportation requirements; assign staff and adjust schedules; monitor weather conditions and security warnings that may impact schedules; verifies condition of vehicles; coordinate transportation information and reports; coordinate logistics with others. Qualifications: B.A./B.S. in related field or eight years' experience; five years' experience in transportation field; two years' supervisory experience preferred; attention to detail; ability to multitask; good customer service, communication, and interpersonal skills; knowledge of international transportation requirements and logistics. Deadline: 9/28/2012. For more information and to apply, email careers@gcjs-llc.com; website: www.GCJS-LLC.com.

LOGISTICS MANAGER • Various worldwide locations

Positions available with Global Criminal Justice Solutions, LLC. Duties: implement multi-plant, multi-distribution system and logistic strategic planning; establish and execute policies, programs, and procedures to support market delivery requirements; manage stocking, shipping, and receiving; determine standardized procedures. Qualifications: B.A./B.S. in related field

or eight years' experience; eight years' experience with logistics with one year as supervisor or manager; knowledge of logistics; proven results; good oral and written communication skills. Deadline: 9/28/2012. For more information and to apply, email careers@gcjs-llc.com; website: www.GCJS-LLC.com.

INFORMATION TECHNOLOGY MANAGER • Various worldwide locations

Positions available with Global Criminal Justice Solutions, LLC. Duties: consult with management; review information technology department; determine goals, timeframe, funding limits, procedures for projects, staffing requirements, and resources; monitor project results; direct information technology support personnel; establish standards and procedures for information technology; develop and maintain project documentation; guide and assign staff. Qualifications: B.A./B.S. or eight years' experience; nine years' experience with information technology with strong background in software and infrastructure including two years' in management role; proficiency in software application including processing, spreadsheets, presentations, and flowcharts; excellent oral, people, and writing skills. Deadline: 9/29/2012. For more information and to apply, email careers@gcjs-llc.com; website: www.GCJS-LLC.com.

FACILITIES MANAGER • Various worldwide locations

Positions available with Global Criminal Justice Solutions, LLC. Duties: oversee operation and maintenance of heating, ventilation, and air conditioning units; coordinate and administer contract in all facility management; complete daily facility maintenance and prevention; recommend building, remodeling, and upgrading buildings; coordinate housing and office space planning and design; select, direct, and evaluate staff. Qualification: B.A./B.S. in business-related field; five years' experience in related field. Deadline: 9/28/2012. For more information and to apply, email careers@gcjs-llc.com; website: www.GCJS-LLC.com.

ESL TEACHERS • Jakarta, Indonesia

Position available with Wall Street Institute. Duties: teaches variety of English classes using organization's uniquely successful method; creates social clubs and other events; promotes all-English speaking environment; counsels, mentors, evaluates, coaches, and motivates students. Qualifications: B.A./B.S. in linguistics, English literature, modern languages, and education or Teachers of English to Speakers of Other Languages /Teaching

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Tips from the Certification Specialist

Wondering if you have noncompetitive eligibility (NCE) status? It is written on your DOS (generally the last paragraph). For answer to some frequently asked questions regarding NCE, visit pages 13-17 of <http://multimedia.peacecorps.gov/multimedia/pdf/returned/hotline/hotline051511.pdf>



~ Nicolette Fertakis,
Peace Corps Certification Specialist

Peace Corps Response



Peace Corps Response Hot Jobs

French-speaking accountant needed in Burkina Faso

A [Financial Analyst](#) is needed to assist a micro-lending institution with the financial management of a youth entrepreneurial training program. The Volunteer will analyze and inspect the program's financial situation, including resource availability, and will conduct budget reviews and advise management of budget errors and excess. Based on the analyses, the PCRV will make recommendations for the monitoring of allocations and availability of funds.

French-speaking educators needed in Guinea

Multiple [University Level Teacher Trainers](#) are needed to teach English classes to students at several major universities in Guinea. The English instruction will be based on an integrated skills model (i.e., reading, writing, listening, and speaking skills). The PCRVs will train other Guinean teachers on English teaching techniques and methods. This training will include classroom observations, developing materials, and group work with counterparts.

Math and science teachers needed in Liberia

[Math Teachers](#) and [Science Teachers](#) are needed to teach math and science classes to junior and senior high school students. The teachers will design, review, and revise the curriculum and will prepare standard lesson plans and other teaching materials. The Volunteers will also create a set of standards for evaluating student progress. In addition, the PCRVs will provide instruction and support to teacher counterparts and participate in extracurricular activities.

Maternal health advisors needed in Zambia

Multiple [Maternal and Neonatal Health Advisors](#) are needed assist various NGOs throughout Zambia by investigating and reporting on a number of factors that affect maternal health. The Volunteers will participate in and facilitate maternal and child health logistics system training activities in their province, as well as transfer skills in supply chain management and monitoring at rural health centers and posts.



New Opportunities in South Africa!

Peace Corps Response is currently recruiting multiple Volunteers to participate in a variety of assignments in South Africa this fall! Positions are available in many sector areas, including health, NGO development, agriculture, and more. Most positions begin in November or December of this year. Check out the links below for more information and apply today!

Two [Organizational Development Specialists](#)

are needed to build the capacity of several local NGOs to effectively grow their services and increase their outreach to communities suffering from HIV/AIDS. The Volunteers will: assist the management teams to design strategic growth plans; assist the human resource teams with policy development; assist the training teams to develop effective materials; and assist the finance teams on proposal writing and fundraising.

A [Dietician/Nutritionist](#)

is needed to assist a hospital in their efforts to adopt a modern method of patient feeding and nutrition. The PCRV will design a nutrition plan for babies and develop guidelines for neonate and infant feeding. The Volunteer will also design an effective food flow system from the kitchen to the hospital wards and will advise administrators on ordering appropriate food supplements for patients suffering from tuberculosis or HIV/AIDS.

Multiple [Pharmacy Advisors](#) are needed to help strengthen pharmaceutical systems in several hospitals and primary health care centers. The Volunteers will develop an efficient ordering system for the pharmacies, devise effective stock control systems, and design a convenient pharmacy inventory system. The PCRVs will also recommend fast and convenient dispensing measures for patients and will develop a plan for controlling queues and limiting backlogs.

Multiple [Horticulture Specialists](#) are needed to provide technical support with the establishment and maintenance of community vegetable gardens as a solution to food shortages and nutrition deficiencies among children and vulnerable populations. The Volunteers will provide training to caretakers on plant/crop production, financial management, and marketing. The PCRVs will also suggest irrigation methods to conserve water and safe chemicals to control pests.

A [Special Olympics Marketing and Event Manager](#)

is needed to assist with the marketing and public relations campaign for a major soccer tournament to be hosted in South Africa in October 2012. The event will bring together teams of special athletes from 16 African countries. The Volunteer will help develop a social media campaign around the tournament to increase the number of youth involved in Special Olympics.

Peace Corps Response currently has over 70 openings in more than 25 countries!

View [all of our open positions](#) and apply today!



Continued from page 8

English in a Foreign Language/Certificate in English Language Teaching to Adults certification or 120-hour in-class. Salary: \$1,500/month. Deadline: 9/28/2012. For more information and to apply, email rohan.mulgaonkar@wallstreet.ac.id; phone: 6.221.725.2625; website: www.wallstreet.ac.id.

CHIEF OF PARTY • Goma, Democratic Republic of Congo

Position available with IMA World Health. Duties: organizes and coordinates technical, administrative, logistical, and managerial support for successful implementation of projects in Eastern Congo. Qualifications: M.A. in health or related field; experience as project manager working in international health; experience supervising professional and support staff in multicultural, multi-linguistic environment; demonstrated performance as decision maker with interpersonal skills; ability to direct and manage change; demonstrated leadership in working with host country officials from health, community, NGOs, faith-based organizations and community-based organization sectors; French language fluency. Deadline: 10/7/2011. For more information and to apply, visit www.imaworldhealth.org.

FOREIGN TEACHER • Jilin City, China

Position available with New Horizon International Language School. Duties: engages students in dynamic, fun, and lively classroom environment; writes effective lesson plans to suit difficulty level of students; participates in school activities; attends weekly meetings; organizes special events when necessary. Qualifications: B.A./B.S.; Teachers of English to Speakers of Other Languages /Teaching English in a Foreign Language/ Certificate in English Language Teaching to Adults certification; teaching experience preferred; outgoing personality; enjoys working with kids; proficiency in Microsoft Office. Salary: \$900/month. Deadline: 11/22/2011. For more information and to apply, email benji.yang@gmail.com; phone: 86.139.4462.8441; website: www.jlsjdf.com.

CHIEF OF PARTY • Democratic Republic of Timor-Leste

Position available with IREX. Duties: provides vision and strategic direction for program; develops and implements plan of activities to meet program objectives; develops and maintains effective partnerships with universities and other organizations; serves as primary liaison with donor; manages and mentors project staff; oversees project budgeting; ensures budget discipline; oversees monitoring, evaluation, and

Free Online RPCV Resources!

Returned Volunteer Services is happy to announce that we have renewed multiple subscriptions to online career resources!

Our newest subscriptions are: **InterAction, Environmental Career Opportunities, and Alliance for Peacebuilding**. We continue to offer International Career Employment Weekly and Public Health Jobs Worldwide.

RPCVs are also welcome to explore career paths with Focus Career Self-Assessment Software.

Email rvs@peacecorps.gov to request access. Include your name, country of service, and dates of service in your request.



reporting on program activities. Qualifications: experience managing donor-funded activities; ten years' professional experience in international education development preferred; regional field experience preferred; ability to design and deliver effective scholarship programs; ability to lead and develop staff, manage budgets, and plan strategically. For more information and to apply, visit www.irex.org/careers.

ENGLISH TEACHER • Republic of Georgia

Position available with Greenheart Travel. Duties: teaches English to children of country; aids in educational reformation of country. Qualifications: two years' university education in any field. Salary: \$300/month. Deadline: 12/7/2011. For more information and to apply, email jsalvador@greenhearttravel.org; phone: 888.227.6231; website: www.greenhearttravel.org.

BUSINESS OPERATIONS MANAGER • Kinshasa, Democratic Republic of Congo

Position available with Population Services International. Duties: supervises human resources, procurement, administration, and logistics teams with four senior coordinators as direct reports; identifies and addresses existing operational and managerial gaps in the areas of procurement, warehouse, office administration, human resources management,

and logistics. Qualifications: M.A. or equivalent experience in related field; five years' relevant experience in similar-sized organization; three years' developing country work experience. Deadline: 11/12/2011. For more information and to apply, phone: 202.875.0072; website: www.psi.org.

Education

TEACHER RESIDENT • DC and Baltimore, Md.

Urban Teacher Center is a four-year, alternative teacher preparation program that operates in the Washington, DC region. Each cohort participates in an intensive year-long residency followed by a three-year teaching commitment in a high-need urban elementary, middle, or high school. Masters program is included. All UTC teachers are part of an unprecedented commitment to student performance. Participants must have a 2.75 GPA and no more than 15 hours in education coursework. The program starts in late June 2012 for the 2012-2013 school year. Salary: \$20K first year, \$50K after. Deadline: 10/15/2011. For more information and to apply, email Kerrys@urbanteachercenter.org; phone: 410.446.3463; website: www.urbanteachercenter.org.



TEACHING FELLOWSHIP IN TEACHING ENGLISH AS A FOREIGN LANGUAGE • Cairo, Egypt

The American University in Cairo offers a Teaching English as a Foreign Language master's program. The program offers a number of two-year teaching fellowships for native speakers of English. The fellowship provides a tuition waiver and month stipend. Successful candidates teach half time and study full time. Qualifications: B.A./B.S. with a GPA of at least 3.2; previous English teaching experience as a foreign or second language preferred. Deadline: 1/31/2012. For more information and to apply, email telfinfo@aucegypt.edu; phone: 20.2616.1629; website: www.catalog.aucegypt.edu.

RETURNED PEACE CORPS VOLUNTEER SCHOLARSHIPS • New York

NYU's Steinhardt School offers scholarship support to Peace Corps alumni who enroll in a full-time master's program. Programs include school counseling, mental health counseling, education policy, environmental education, international education, Teachers of English to Speakers of Other Languages, and more. For more information and to apply, phone: 212.998.5030; website: www.steinhardt.nyu.edu/peacecorps10-11.

TEACHER RESIDENCY • San Francisco, Calif.

The San Francisco Teacher Residency program recruits aspiring teachers for math, science, Spanish-bilingual, and elementary education. They are committed to teaching in San Francisco public schools. They combine a yearlong apprenticeship in an urban classroom with master's level coursework. Qualifications: B.A./B.S.; passing scores on California Basic Educational Skills Test and California Subject Examinations for Teachers exams; admission to University of San Francisco or Stanford Teacher Education Programs. There is a stipend of \$12,100 during the residency year and a salary of \$45K for the first year of teaching. Deadline: 3/1/2012. For more information and to apply, email mjimenez@sfdfund.org; website: www.sfdfund.org/sftr.

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at any time during your hiring process and employment tenure. The federal Job Accommodation Network provides advice for deciding when, whether, how and to what extent to [disclose a disability](#).

Remember: The ADA is the law of the land. If you feel that you have been discriminated against due to a disability, you may always take legal recourse.

NATIONAL SERVICE GRADUATE FELLOWSHIPS • Houghton, Mich.

Michigan Tech's National Service Graduate Fellowships for RPCVs provides a fellowship award that reduces tuition by 30% for admitted graduate students. The fellowship is available to students enrolled in most graduate programs. Applicants must provide documentation of Peace Corps service. For more information and to apply, email jacque@mtu.edu; phone: 906.487.1434; website: www.grad-school.mtu.edu/nsgf.

SCHOLARSHIPS FOR TEACHING RESIDENTS • New York

Scholarships available through Teachers College, Columbia University. Participants complete a year-long residency during the 14 month graduate program. Programs include Teaching English to Speakers of Other Languages and Teaching Students with Disabilities. Participants are required to teach in New York City public schools for three years. Benefits include a \$22,500 living stipend, substantial scholarship fund, health insurance, and placement assistance. Qualifications: B.A./B.S.; no prior teacher certification. Deadline: 1/15/2012. For more information and to apply, email sabrina-sanchez@tc.edu; phone: 212.678.3879; website: www.tc.edu/teachingresidents.

Intern/Volunteer

PART-TIME RESEARCH INTERN • DC

Part-time internship position available with IREX. Duties: provides research and programmatic support for organization's initiative focused on role of technology and public libraries in securing information access worldwide; searches for source material; analyzes, summarizes, and documents research material; collaborates with team members in assessing research findings; writes sections of report on research findings; assists with editing. Qualifications: B.A./B.S. or M.A. in field related to international affairs or development; independent research experience; excellent writing,

Just as importantly, remember the lessons you learned during your 27 (or more) months abroad. You are a trained, tested and proven professional. You also have special inner reserves that come from rising daily to challenges that other people may not have to face. Interviewed in 2008, Sarah Gordon, a Deaf Education Peace Corps Volunteer in Kenya, highlighted some of the special quali-

ties that people with disabilities bring to the table. She observed, "the beauty of being deaf and working in any country is that there are no language barriers because we have the common understanding of life as a deaf person. Once someone accepts their deaf identity, their world changes and so many new opportunities come up for communication, education, and friendships."

VOLUNTEER ENGLISH TEACHING ASSISTANT • Chile

Position available with English Opens Doors Program. Duties: works as English teaching assistant in public and semi-private schools throughout country. Qualifications: B.A./B.S. Deadline: 5/28/2012. For more information and to apply, email voluntarios@mineduc.cl; contact 011.56.2.7371.6574; website: www.centrodevoluntarios.cl.

HEALTH VOLUNTEER • Port-au-Prince, Haiti

Position available with the American Refugee Committee. Duties: attends relevant cluster and inter-agency meetings and takes notes; networks with traditional and non-traditional partners; assists with identifying potential opportunities for health program expansion. Qualifications: M.P.H.; one year's international experience, preferably in development setting with implementation or volunteer experience with health project; experience in program development, conducting assessments, and proposal writing; French language fluency. Deadline: 10/15/2011. For more information and to apply, visit www.arcrelief.org/site/PageServer?pagename=careers_volunteer.

INTERN – LMBSC ASSISTANCE • New York

Position available with Seedco. Duties: assists recruitment team in generating pipeline level jobs; coordinates with Workforce1 expansion center to place candidates. Qualifications: junior- or senior-level college student studying business; interest in business development or human resources; excellent communication and research; organization skills; attention to detail; ability to multi-task and work under pressure in both team settings. For more information and to apply, email internships@seedco.org.

To submit a mailing and/or email address change, visit www.peacecorps.gov/rpcv/info. You can also send changes of contact information to rpcvupdate@peacecorps.gov.

Disclaimer: When responding to a listing, please indicate with a cover letter that you are a returned Peace Corps Volunteer submitting your resume 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.