

H TLINE

A Bulletin of Career, Educational, & Re-entry Information & Opportunities for RPCVs

HOT Resources

For more information on law schools, see the publications listed below:

The Official Guide to U.S. Law Schools (New York, NY, Times Books, 1999).

Compiled by the creators and administrators of the LSAT and updated annually with information provided by the law schools themselves.

So You Want to Be a Lawyer: A Practical Guide to Law As a Career (New York, NY, Random House, 1999).

Developed by the Law School Admission Council, this publication is filled with useful information on the work of lawyers, how to gain admission to law school, what school is like, financial aid opportunities, taking the bar exam, and finding a job afterwards.

The *ABA Journal* published by the American Bar Association is a general-interest news and business magazine about the latest in law and the practice of it. Information on the publication is available at <www.abanet.org>.

Shanta Swezy
RPCV Kazakhstan
Hotline Editor

For information on how to place job announcements, contact:
Peace Corps
Returned Volunteer Services
Phone: (202) 692-1430 or
(800) 424-8580, ext. 1430
E-mail: <hotline@peacecorps.gov>
Fax: (202) 692-1431

Applying to Law Schools

Excerpt from the 2000 Edition of the *Graduate School Guide* published by Returned Volunteer Services

The general advice that RPCVs receive from many sources about graduate school admission applies equally well to law school applications. Careful consideration of career fields within the legal profession is important, and there are several to consider: corporate law, securities law, tax law, criminal law, public interest law, and family law, among others. Each field has its own subspecialty.

It normally takes three years of full-time study to receive a law degree. Part-time law students take four years or more and often hold down full-time jobs at the same time. A law degree is a prerequisite for taking the bar examination. While there are individuals who graduate from law school and use their legal knowledge without taking the exam, it is only after passing the bar examination that you can become a practicing attorney.

There are many law schools in the United States that are approved by the American Bar Association (ABA) and some that are not. Taking the bar exam and practicing law is restricted to graduates of ABA-approved law schools in some states.

Many variables should be assessed in evaluating law schools: quality of faculty, specialized course offerings, depth of library holdings, career and outplacement services, success of graduates, etc. As in any field, it is advisable to talk to a range of practitioners.

You will need the basic information provided by Law Services which publishes the

LSAT/LSDAS Registration and Information Book containing information and all necessary registration forms for the Law School Admission Test (LSAT) and the Law School Data Assembly Service (LSDAS). It also contains sample LSAT questions with analysis as well as order forms for Law Services publications.

Obtain a copy of the booklet directly from: Law Services, P.O. Box 40, Newtown, PA 18940; phone: (215) 968-1001.

Information, practice questions, and forms are also available on the Internet at <www.lsac.org>. Law Services publishes several useful books, including *The Official Guide to U.S. Law Schools* listed under "Hot Resources" on the left.

The Law School Admission Test is given four times a year at hundreds of locations around the world. If you are located over 100 miles from a center, you may request that Law Services establish a non-published test center.

The exam is a half-day standardized test that measures reading and verbal reasoning skills. In 1999-2000, the registration fee was \$88. The fee for a non-published test center, in addition to the \$88 test registration fee, was \$194 for centers in the United States, Canada, Puerto Rico, and U.S. Territories, and \$260 for centers in other countries. You may register online, over the telephone, or by mail. To request a non-published test center, however, you must submit your registration by mail.

Highly competitive schools say that the LSAT score is not the final determinant of admission. While a good LSAT score may not guarantee admission, a poor score will undoubtedly limit the range of schools to which one is admissible.

It is strongly advised that prospective law students practice for the LSAT, but never practice by taking the exam on the record, as you cannot erase a poor score. Law Services sells recent LSATs for practice, and there are test preparation books on sale at campus bookstores. Courses are also offered to help applicants prepare for the test.

It is strongly advised that prospective law students practice for the LSAT, but never practice by taking the exam on the record, as you cannot erase a poor score.

The law school application process is highly routinized. Applicants fill out application forms, write a statement of purpose, and arrange for letters of recommendation to be sent to individual schools.

ABA-approved schools require that the rest be done by the Law School Data Assembly Service (LSDAS). This service is necessary because of the large number of applicants seeking admission and because so many people apply to

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PUBLIC SECTOR

PUBLIC HEALTH SERVICE • Atlanta, GA

Positions available with the Centers for Disease Control and Prevention (CDC) for the Public Health Prevention Service (PHPS). PHPS offers a three-year experience in applying public health science and theory to building prevention programs. Two six-month assignments at CDC are provided the first year and a single assignment in a health department the second and third years. Qualifications: interest in public health; a master's degree related to public health; U.S. citizenship. One year of public health work experience desirable. Salary: \$34K with benefits. Submit applications by 1/15/01 to: PHPS, CDC, 1600 Clifton Road, NE, Mailstop D18, Atlanta, GA 30333; phone: (404) 639-4087 or (888) 496-8347; Web site: <www.cdc.gov/epo/daph/phps.htm>.

SPECIALIST/TEAM LEADER • San Francisco, CA

Position available at the GS-12 level with the USDA Food and Nutrition Service. Duties: oversees administration of Child Nutrition Programs at state offices. Qualifications: four years of program mgmt. or similar experience; strong communication skills and analytical/problem solving ability required; willingness to travel up to 50%. Submit résumé and OF-612 applications by 11/30/00 to: Mavis Buchholz, USDA-FNS, 550 Kearny St., R. 400, San Francisco, CA 94108; phone: (415) 705-1314; fax: (415) 705-1353; e-mail: <mavis_buchholz@fns.usda.gov>.

SCIENCE LAB TECHNICIAN • Ames, IA

Positions available in the Veterinary Services laboratories for technicians. Salary range: \$22K to \$36K. Qualifications: bachelor's degree with a microbiology specialization for announcement #825-03-1 or animal science specialization for announcement #865-02-1. Duties may include: testing, reagent production, record keeping, animal work, and other laboratory work. Contact personnel at (515) 663-7572 or (515) 663-7505 for copy of announcements. Visit the OPM Web site for announcements and forms: <www.opm.gov>.

SOFTWARE SPECIALIST • Ames, IA

Position available with USDA for computer design, development, and implementation of its information system. Qualifications: experience using 4th generation programming tools; familiarity with ORACLE and/or Lotus Notes databases a plus; U.S. citizen. Salary \$50K-\$65K. For additional information, see the OPM Web site at: <www.usajobs.opm.gov> or <www.aphis.usda.gov/mb/mrphr/vacancy.html>. Status applicants use announcement #6-87-055-1; all others use Case Exam #24-87-075; or call (515) 663-7505 or (515) 663-7572 between 9 a.m.-3 p.m. Please send application to: USDA, APHIS, VS, NVSL, 1800 Dayton Ave., Ames, IA 50010.

CASEWORKER • Maryland

Positions available with The Choice Programs, nonprofit community-based programs working with at-risk youth. Duties: admits clients and performs assessment interviews; establishes goal-oriented service and educational plans; develops activity plans; informally counsels, advocates on behalf of, and monitors youth. Some evening and weekend work required. Qualifications: bachelor's degree; valid driver's license and automobile. Salary: \$21K. Send résumé and cover letter to: Coordinator, Program Development, The Choice Programs, 971 Seagull Ave., Baltimore, MD 21225; fax: (410) 354-4938.

VETERINARY SPECIALIST • Riverdale, MD

Position available with USDA, Animal, and Plant Health Inspection Service, Veterinary Services, Emergency Program Staff. Duties: plans and manages budget and financial administration, information management, program policy issuances, training, resource management, and support services. Salary: GS 7-9 level. For qualifications and information on how to apply, contact Yvette Joyner: (301) 734-7778. Deadline: 11/20/00.

PRIVATE SECTOR

PROGRAM ASSOCIATE • Washington DC

Position available with Management Sciences for Health. Duties: supports global, regional, and country-level technical programs; conducts field-based and desktop research relating to pharmaceuticals and drug management in developing countries; creates data collection instruments; manages data collection; conducts analysis and writes reports. Qualifications: master's or bachelor's degree and equivalent experience; strong analytical and technical writing skills; experience in health-related field-based operations and desktop research; ability to work fluently in French or Spanish; able to travel internationally; field experience desired. Send résumé and cover letter to: Marcia Herrera, Recruitment Officer, Management Sciences for Health, 165 Allandale Road, Boston, MA 02130, fax: (617) 524-2825; e-mail: <jobs@msh.org>. For more information, visit the Web site: <www.msh.org>.

READING/MATH INSTRUCTOR • Washington, DC

Two positions available with adult education program. Duties: facilitate small group reading/math classes for beginning and GED-ready adult learners; provide technical assistance to tutors; develop curricula and new programs. Option for full-time or consulting basis. Benefits include flexible schedule, three weeks vacation, and health insurance. Send résumé and cover letter to: Erin Carney, Literacy Volunteers of America, P.O. Box 73275, Washington, DC 20056; fax: (202) 588-0714; e-mail: <lvaerin@aol.com>.

VARIOUS • Chadron, NE

Positions available for resident advisors, counselors, teachers, and recreation specialists with the US Forest Service at the Pine Ridge Job Corps Civilian Conservation Center. Duties: lead innovative recreation programs; provides career counseling; supervises and advises students in residential setting; and teaches all high school subjects. Positions begin at the GS-5 level and require a bachelor's degree. Promotional opportunities available at center and 18 other civilian conservation centers in national forests. Qualifications: college degree or equivalent experience. Send OF 612, SF171, or résumé, undergraduate college transcript, and evidence of satisfactory completion of Volunteer service to: Steve Lenzo, US Forest Service, Pine Ridge Job Corps, Civilian Conservation Center, 15771 Hwy. 385, Chadron, NE 69337; phone: (308) 432-3316; e-mail: <slenzo@fs.fed.us>.

HR COORDINATOR • Garberville, CA

Position available with Heartwood Institute, a residential school committed to the highest quality professional training in massage therapy and the healing arts. Duties: coordinates work study and work exchange programs of resident employees including: program promotion, recruitment, selection of participants, meeting facilitation, orientation, record keeping, and implementation of program policies and protocols. Qualifications: strong verbal and written communication, organizational, and supervisory skills necessary; heavy phone usage; group facilitation or counseling experience helpful. Benefits: room and board, educational opportunities, monthly stipend, rural community lifestyle, 35-hour week, and four weeks annual vacation. Send résumé and cover letter to: Human Resources Coordinator, Heartwood Institute, 220 Harmony Lane, Garberville, CA 95542; phone (707) 923-5012; Web site: <www.heartwoodinstitute.com>.

LOAN MONITORING ANALYST • Washington, DC

Position available with USAID Credit and Investment Office, TCG International LLC, to support day-to-day loan monitoring and reporting of Micro and Small Enterprise Development (MSED) program. Duties: verifies report and loan compliance; produces statistical utilization reports on active guarantee and loan transactions; performs data entry processing of ledger information on sub-loans; generates correspondence with banks to resolve compliance issues; processes claims. Position will include one to three site visits. Qualifications: undergraduate degree in finance/accounting/economics and/or two to three years of financial analysis or accounting experience; commitment of one year with possible extension. Send résumé and cover letter to Chris Ray via fax at (202) 667-3035; or e-mail: <ray@thecomunitestgroup.com>.

PROGRAM MANAGER • San Jose, CA

Position available with the SJSU Foundation, a nonprofit organization that supports teaching, research, and other education-related activities. Duties: works with faculty on the creation and development of grant proposals and the negotiation of grant and contract awards for research, training, and other projects. Qualifications: BA/BS and minimum five years of experience in pre-award contracts and grants position at a foundation, university, or other nonprofit organization; experience in budget preparation, contractual negotiations, and knowledge of intellectual property issues. Send résumé to: SJSU Foundation, Attn: 8900 PC, P.O. Box 720130, San Jose, CA 95172-0130; e-mail: <jobs@foundation.sjsu.edu>.

TRAVEL COORDINATOR • Jamesburg, NJ

Position available with Nomadic Expeditions, an adventure travel company (Asia/Central Asia). Qualifications: attention to detail; ability to juggle many tasks; excellent written/communication skills; MAC computer and accounting experience a plus; international travel experience very helpful. Please fax résumé, cover letter, and salary requirements to: (609) 860-9608.

PEACE CORPS JOBLINE

For a listing of Peace Corps staff positions and a vacancy announcement, call INFOWORX at: (800) 818-9579. NOTE: New job vacancies posted by close of business on Fridays.



Check it out online!

All worldwide positions are listed on the World Wide Web at: <www.peacecorps.gov>.

FINANCIAL /GRANT MANAGER • Westport, CT

Position available with Save the Children, Office of Health. Duties: manages and oversees public health specialists and support staff; coordinates partnerships and proposal development; provides support to regional and field offices; oversees grants and privately funded activities; prepares annual budget plans, staffing patterns, and donor reports. Qualifications: MS/MBA or equiv. training and/or work experience; experience with budget preparation and proposal development; program and financial management skills; knowledge of USAID grants; Spanish and/or French desirable. Send résumés to: Save the Children, Dept. 1216/PH/RS, 54 Wilton Rd., Westport, CT 06880; fax: (203) 221-4077; e-mail: <rstanford@savechildren.org>.

MGMT. CONSULTANTS • Baltimore, MD

Positions available with Neighborhood Reinvestment Corporation. Duties: provide technical assistance to established and emerging organizations. Qualifications: skills in strategic thinking; team player with high level of initiative and commitment to the nonprofit sector; general and organizational skills; able to work with diverse community-based nonprofit organizations with missions of affordable housing and neighborhood revitalization in one of the following areas: business and community planning, resource development and marketing, or organizational development; at least 10 years of knowledge and experience working in any of the above areas; requires 40% travel within the mid-Atlantic region. Apply to: District Director, Neighborhood Reinvestment Corporation, 2 East Read St., 4th Fl., Baltimore, MD 21202; fax: (410) 962-7679; e-mail <kkollias@nw.org>.

GLOBAL BUSINESS DIRECTOR • Glendale, AZ

Position available with Thunderbird Institution. Duties: plans and executes business forums addressing current management topics; liaises between Alumni Association and the School. Qualifications: understanding of global business management; event/conference management experience; ability to set direction, implement multiple tasks efficiently, and manage event support staff; marketing and sales background; Bachelor's degree required, Master's preferred; cross-cultural sensitivity; multi-lingual and international background preferred. Submit résumés to: Aggie Bednarz, Sr. Manager of Operations, Thunderbird, The American Graduate School of International Management, 15249 N. 59th Ave., Glendale, AZ 85306; phone: (602) 978-7749; fax: (602) 978-8238; e-mail: <bednarza@t-bird.edu>.

EXECUTIVE DIRECTOR • Silver Spring, MD

Position available with Trees for the Future, a nonprofit, international organization promoting tree-planting and environmentally sustainable land use. Duties: provides outreach to businesses, foundations, governmental agencies, and NGOs; directs individual donor fundraising; provides organizational management and program planning. Qualifications: Peace Corps or equivalent; agroforestry, sustainable agriculture, or community development fieldwork; leadership and management skills; proposal writing and fundraising experience; strong writing/verbal skills; business background helpful. Send résumé and cover letter to: Trees for the Future, Program Administrator, 9000 16th St., P.O. Box 7027, Silver Spring, MD 20907; fax: (301) 565-5012; e-mail: <info@treesfff.org>; Web site: <www.treesfff.org>.

SPECIAL EDUCATION TEACHER • Tohatchi, NM

Position available with Tohatchi High School, a grades 9-12 school with 500 students on the Navajo Reservation in northwest New Mexico. Duties: assists SPED students in mainstream classes; tutors special classes; manages cases of up to 30 students. Waivers obtainable if willing to work toward NM certification. Subsidized housing available. Contact: Don Wetmore, Principal, Tohatchi High School, PO Box 248, Tohatchi, NM 87325; phone: (505) 733-2206; fax: (505) 733-2216; e-mail: <dwetmore@toh.gmcs.k12.nm.us>.

FAMILY SUPPORT SPECIALIST • LaBelle, FL

Position available with RCMA Beyond Barriers. Duties: manages home visiting, parenting and community initiatives; supervises outreach teams; guides planning and implementation of technical assistance, information exchange, and collaborative activities. Qualifications: bilingual (English/Spanish); four-year degree; strong verbal and written communication skills. Send résumé to: Michael Toops, Project Director, RCMA Beyond Barriers, PO Box 668, LaBelle, FL 33901; fax: (941) 674-4516; e-mail: <miket@rcma.org>.

ADULT EDUCATION TEACHER • New York, NY

Position available with Literacy Partners, a nonprofit organization dedicated to teaching adults to read, write, and do math in tutorial and family literacy programs. Duties: teaches ABE classes; maintains retention and average daily attendance; develops curriculum and resources consistent with learner-centered, class-based adult education; recruits and intakes students for new classes; completes necessary reports; facilitates and plans special programs and meetings; participates in staff meetings and committees. Qualifications: BA plus two years of teaching experience, preferably in adult basic education; strong organizational, communications, and interpersonal skills; basic computer literacy. Send résumé to: Julianna Lochte, Associate Director of Education, 30 E. 33rd Street, 6th Fl., New York, NY 10016; fax: (212) 725-0414; e-mail: <julianna@literacypartners.org>.

PROJECT/MARKETING MANAGER • Camden, NJ

Positions available with Saint Joseph's Carpenter Society, a nonprofit housing developer that helps low-income families improve the quality of life and creating safe neighborhoods through homeownership. Project manager duties: oversees construction department; responsible for constructing and rehabilitating homes with focus on quality and long term stability. Sales/marketing manager: oversees housing, counseling, and sales department; responsible for creating and managing the society's housing placement policy. Qualifications: bachelor's degree and relevant experience. Contact: Sean Closkey, executive director, phone: (856) 966-8117.

ENVIRON. EDUCATORS • Outer Banks, NC

Positions available with Sound to Sea, Trinity Center's Environmental Education Program. Duties: learn about the five major habitats on the island and the coastal cultures and utilize hands-on activities to teach multidisciplinary curriculum; create programs and classes for diverse populations; raptor and aquaculture projects in progress; overnight duty one night every two weeks; will be trained in Basic First Aid and CPR. Qualifications: ability and desire to work with elementary school students through senior adults in small group and lecture situations; creativity; flexibility; previous teaching experience helpful. Salary: \$190/wk. includes room, board, and medical insurance. Send DOS and cover letter requesting application to: Maggie Riley, Program Director, Sound to Sea Program, P.O. Drawer 380, Salter Path, NC 28575; phone: (252) 247-5600; fax: (252) 247-3290.

WILDERNESS COUNSELORS • Cummington, MA

Positions available with the Academy at Swift River, a co-educational therapeutic boarding school located in the Berkshires. Qualifications: ability to work consecutive days and overnight and provide a safe and nurturing therapeutic environment for adolescent boys and girls between the ages of 14 and 18; high school degree in outdoor education, psychology, wilderness counseling, or related field; wilderness first responder training preferred; strong wilderness skills. Salary: \$26K plus benefits. Send cover letter, résumé, and three references to: Michael Pease, Director, Wilderness Base Camp, 151 South Street, Cummington, MA 01026.

RESTAURANT MANAGER • Monterey, MA

Position available with therapeutic community and working farm for adults with mental illness. Duties: runs small but busy breakfast and lunch diner. Qualifications: excellent communication, record-keeping, people, and teaching skills as well as an interest in cooking with farm-raised products. Salary: \$15,700. Benefits: health coverage, housing, and meals provided. Send résumés to: Paula Snyder, Gould Farm, Monterey, MA 01245; phone: (413) 528-1804, ext. 17; or e-mail: <humanresources@gouldfarm.org>.

DIRECTOR • Buffalo, NY

Position available with the WNY Peace Center, a membership-based organization oriented to activism and education on global and local issues of peace and justice. The Peace Center has a number of issue-oriented task forces and a local program in nonviolent conflict resolution. Duties: oversees general well-being of organization (policy, program, membership, finance/budget, database, outreach, community relations, staff and volunteers). Salary: \$20s. To apply, send a one-page essay about why it is important to work for peace and justice along with a cover letter and résumé to: WNY Peace Center, 2123 Bailey Avenue, Buffalo, NY 14211.

ESL INSTRUCTOR • Tampa, FL

Position available with American Language Academy. Duties: teaches up to 25 hours per week; works with a team to implement the curriculum; advises students; and assists with admin. duties as necessary. Qualifications: MA/MEd in TESOL or linguistics preferred; fluency in Spanish or Arabic helpful but not required; exceptional teaching ability; and ability to work with a team. Salary will be based on education and experience. Send e-mail inquiry to <grobson@alpha.utampa.edu> or contact: Dr. Gary Robson, American Language Academy, University of Tampa, Box 39F, Tampa, FL 33606. Deadline: 12/1/00.

PROGRAM ASSISTANT • Washington, DC

Position available with Citizens Democracy Corps (CDC), a nonprofit NGO that works to develop small and medium-sized enterprises (SMEs) in the former Soviet Union and other developing nations. Duties: works on computer database searches, logistical and visa support to program, and extensive communications. Qualifications: BA; computer skills; one to three years of working experience; overseas experience and language skills a plus. Please send a résumé and cover letter via e-mail to Andrea Chartock at <achartock@cdc.org>.

BUSINESS COUNSELOR • Brooklyn, NY

Position available with CAMBA, a nonprofit that provides technical assistance and micro loans to small businesses. Duties: provides technical assistance; teaches small business seminars; administers micro loan program. Qualifications: master's degree in business, economic development, or related field or bachelor's degree with related experience; business counseling; lending skills; strong initiative; ability to work with low-income individuals. Send cover letter, résumé, and salary history to: CAMBA, Attn: Ann Minogue, 1720 Church Ave., Brooklyn, NY 11226; or e-mail: <annem@1720.camba.org>.

PROJECT COORDINATOR • Washington, DC

Position available with ACDI/VOCA for Europe and Eurasia Division. Duties: works on project management, proposal and report writing, and developing and monitoring budgets. Qualifications: BA in international affairs, business, management, or other related field; excellent communication and organizational abilities; and computer skills; master's degree; Eastern European and/or Russian language; overseas experience, USAID, and Europe/Eurasia experience preferred. Respond with résumé, cover letter, and salary history to: HR/EE-PC, PO Box 77316, Washington, DC 20013; fax (202) 638-7477; or e-mail: <openings@activoca.org>.

NETWORK RELATIONS DIR. • Washington, DC

Position available with national immigrant and refugee services organization to develop and implement a strategic network expansion and relations plan. Duties: works on the development and implementation of a strategic network relations and expansion plan; serves as a focal point for agency network relations; collaborates with program staff in training and conferences; and develops network advancement materials and publications. Qualifications: master's degree in related human service field preferred with five-year experience in coalition building, network relations, and membership services at national and/or local levels; excellent communication skills. Send cover letter, résumé, and salary requirements to: <networksearch@irsas-uscr.org> or mail to: Network Relations Search, IRSA, 1717 Massachusetts Ave., NW, Suite 200, Washington DC 20036.

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

Position available with Camp McDowell Environmental Center on over 700 acres of secluded forest, streams, waterfalls, and canyons in NW Alabama, working with groups of up to 12 students for field science and environmental lessons. Duties: teaches experiential curriculum classes, such as forest ecology; assists with curriculum and program development. Salary: \$190/week plus room and board. Qualifications: respect and affinity for children and a desire to help them learn and grow; college degree; maturity; sense of humor. Position runs from Feb. 12 to late May. Please send résumé and references to: Jennifer Arnold, Camp McDowell Environmental Center, 105 DeLong Road, Nauvoo, AL 35578; e-mail: <cmec@campmcdowell.com>.

VARIOUS • Worldwide

Positions available with The Gallup Organization, a world leader in the measurement and analysis of people's attitudes, opinions, and behavior. Focus is on helping companies grow by creating new customers and building powerful workplaces for talented employees. Learn more about current career opportunities at: <www.gallup.com/employment>. Send résumé to: Jami Pogue, The Gallup Organization, 301 S. 68th St. Pl., Lincoln, NE 68510; e-mail: <jami_pogue@gallup.com>.

GRANTS COORDINATOR • Washington, DC

Position available with the Association of Schools of Public Health to coordinate activities related to key DHHS Cooperative Agreement (CA). Duties: provides admin. support for financial and systems management of the CA, including preparing CA financial reports, financial reconciliations, and written correspondence for CA projects. Qualifications: college graduate with a minimum of one to two years of related office experience in administration, business, accounting, etc. Send résumé and cover letter by 11/20/00 to: ASPH/HRSA, Grants Coordinator Position, ASPH, 1101 15th, NW, Suite 910, Washington, DC 20005.

SENIOR ASSOCIATE • Washington, DC

Position available with Family Health International (FHI) for Global Operations Research. Duties: responsible for providing leadership for the development, management, analysis, and reporting of operations research carried out to address global issues in family planning/reproductive health. A particular emphasis of the research is on adolescent reproductive health, quality of care, and involving men in reproductive health and maternity care. Qualifications: Ph.D. in a social science discipline (demography, sociology, economics, or related field with strong statistical skills); 15 years of program and operations research experience in family planning/reproductive health in developing countries; fluency in English required; Spanish and/or French desirable; willing to travel internationally. Please send résumé to: Human Resources Representative, FHI, PO Box 13950, RTP, NC, 27709; or e-mail: <urhodes@fhi.org>.

PROGRAM OFFICER • Princeton, NJ

Position available with Project on Ethnic Relations (PER), a small NGO specializing in high-level mediation of inter-ethnic disputes in Central and Eastern Europe, the Balkans, and Russia. Duties: participates in all aspects of mediation. Travel required. Qualifications: country/regional experience and knowledge; good political, analytical, and communication skills. Salary: depends on experience. Send résumé and writing sample by e-mail to: <ethnic@compuserve.com>; or fax: <609-683-5888>. For more information about PER, see the Web site: <www.per-usa.org>.

SIXTH GRADE TEACHER • Washington, DC

Position available with Sidwell Friends School, a Quaker PK-12 school for elementary classroom teacher for a sabbatical replacement from Jan. through June 2001. Duties: teaches language arts, math, social studies, and an advisory curriculum; communicates effectively with young children, their parents, and other teachers; writes effective reports. Qualifications: bachelors degree and classroom experience. Salary competitive and negotiable. Send résumé, references, and a cover letter to: Human Resources Office, Sidwell Friends School, 3825 Wisconsin Ave., NW, Washington, DC 20016; fax: (202) 537-8152.

DEV. FACULTY POSITION • Worcester, MA

Position available Sept. 2001 with Clark University for a tenure-track position in international dev. at the advanced assistant professor level. Clark's interdisciplinary programs in international development, community planning, and environment include a small core faculty and a larger group of affiliate faculty. Discipline and area are open (a focus on Africa is desirable). Duties: works on undergraduate and graduate teaching and student advising; involved in research, publication, and programmatic duties. Qualifications: able to teach in two or more of the following areas: environment, sustainable development, gender and development, community participation and empowerment, NGOs, project management, and globalization; Ph.D.; field research and/or applied experience in developing countries. Send CV and statement of interest to: Chair, Search Committee, IDCE, Clark University, 950 Main St., Worcester, MA 01610.

HR AND ADMIN. DIRECTOR • Washington, DC

Positions available with PSI, an international nonprofit. Duties: leads human resources and admin. departments; manages budget of over \$1 million; administers domestic/overseas benefits; oversees policies and procedures; manages performance appraisals; mediates disputes; advises on legal policy. Qualifications: BA/BS in HR or related field; five or more years as HR generalist; excellent organizational, interpersonal, and communication skills; problem-solving ability; ability to work under pressure. Preferred candidates: master's degree; work experience in developing country; fluency in French and/or Spanish. Send résumé and cover letter to: PSI, 1120 19th St., NW, Suite 600, Washington, DC, 20036; fax: (202) 785-0120; e-mail: <recruitment@psiwash.org>.

HEALTH EDUCATORS/NURSES • East Coast

Positions available with Farmworker Health Services, a nonprofit organization that works with community health centers to provide outreach services, quality health care, and education to U.S. farmworkers. Duties: develops programs and implements training programs for health educators and outreach workers; develops curriculum and resources; assesses outreach programs, provisions, case management, and clinical services. Qualifications: MPH, MSW (or related fields), MSN, or bachelor's degree plus experience; fluency in Spanish. Benefits include relocation expenses. Send résumé and cover letter to: FHSI Operations Administrator, 1234 Massachusetts Ave., Suite C-1017, Washington, D.C., 20005; fax: (202) 347-6385.

RESEARCH ANALYST • Washington, DC

Position available with communications and education consulting firm. Duties: identifies, retrieves, analyzes, and synthesizes info related to USAID projects. Qualifications: master's degree in international development or related field; two to four years of experience in program areas of USAID; excellent research and writing skills; strong organizational, interpersonal, and computer skills; U.S. citizenship; knowledge of USAID, foreign language, and experience in developing countries preferred. Salary: low \$30s. Send résumé and cover letter to: AED/HR, #KV0312sid, 1825 Connecticut Ave., NW, Washington, D.C., 20009; fax: (202) 884-8413.

HOT! OPPORTUNITIES

MICKEY LELAND-BILL EMERSON HUNGER FELLOW • Washington, DC

The Hunger Fellows program trains emerging leaders in the fight against hunger. Fellows spend six months in grassroot organizations at sites throughout the country learning about hunger and poverty. The following six months are spent in Washington, DC, at national nonprofit organizations working on hunger and poverty policy. While in DC, Fellows take part in weekly professional development days and trainings. For more information and application materials, please visit the Web site: <www.hungercenter.org>.

CLARK UNIVERSITY • Worcester, MA

One full-tuition free scholarship is offered to a qualified RPCV for the MA program in International Development, Community Planning, and Environment (IDCE) at Clark University. The scholarship is for one of four tracks: international development, GIS, community planning, and environmental science and policy. The ID&CP tracks are designed for development specialists who have interest in careers in gender analysis, community-based development, and locally sustainable initiatives. The ES&P track specializes in environmental assessment, risk analysis, and technology assessment. These 10-course programs generally take two years. The GIS track is a 12-month intensive program in geographic info systems and international dev. starting in Aug. 2001. Application deadline: 2/1/2001. For application, contact Liz Owens, IDCE Programs, Clark University, Worcester, MA 01610-1477; phone (508) 793-7201; fax (508) 793-8820; e-mail: ID@ClarkU.edu <mailto:ID@ClarkU.edu>; Web site: <www.clarku.edu/departments/idce>.

PROJECT WRITERS • Nationwide

Writers are needed to produce introductory texts for CultureGrams series. Format is provided on one-time project with total time commitment over a few months of less than 100 hours. Flat fee paid upon project completion: \$750. Qualifications: two years of recent full-time experience in country; language; writing skills; experience in more than one region; college degree. See Web site <www.culturegrams.com> for list of needed countries, qualifications, online application form, and sample texts. Apply by 1/10/01.

EDITORIAL SPECIALIST • Baltimore, MD

Position available with JHPIEGO Corporation, an affiliate of the Johns Hopkins University, specializing in international education and training in reproductive health. Duties: provides editorial support in the development and production of Spanish language materials; writes, edits, and proofreads materials using desktop publishing. Qualifications: native speaker of Spanish; fluency in English; ability to edit and translate Spanish language materials; excellent communication skills in both languages; proficient in Word Perfect 8.0, MS Word, PowerPoint, and PageMaker 6.5. E-mail résumés to: <jhu@alexus.com>; or fax: (877) 262-0646. Please reference job number H00103.

ACCOUNTING ANALYST • Montpelier, VT

Position available with the Institute for Sustainable Communities (ISC), a nonprofit organization helping communities address environmental, economic, and social challenges. Duties: ensures financial accountability and strengthens capacity of international accounting staff; analyzes monthly financial reports from overseas offices; prepares and enters accounting data; provides accounting training and advice to international staff; tests and reviews international office financial systems; prepares donor reports; assists with audit preparation and performs other accounting functions. International travel required. Qualifications: accounting experience; associates degree in accounting, knowledge of Quickbooks, and international experience preferred; Slavic language a plus. Submit cover letter, résumé, salary history, and salary requirements by 11/10/00 to: Accountant Search, ISC, 56 College St. Montpelier, VT 05602; fax: (802) 229-2919; e-mail: <isc@iscvt.org>; Web site: <www.iscvt.org>.

RECRUITMENT ASSISTANT • Washington, DC

Part-time position available with Chemonics International, Inc., an international consulting firm which implements international development projects worldwide. Duties: interacts with international development consultants; performs general clerical duties. Qualifications: must be in the process of obtaining a BA or MA in a field related to international affairs (economics, anthropology, political science); strong interest in international development; overseas experience. Salary: \$10/hour for 15-30 hours per week; flexible hours. Send résumé and cover letter to: Dwan Dixon, 133 20th Street, N.W., Washington, DC 20036; e-mail: <ddixon@chemonics.com>.

INTERNATIONAL**COUNTRY DIRECTORS • Various**

Positions available with Food for the Hungry International (FHI), a Christian relief and development organization. Positions are located in Latin America, SE Asia, and Africa. Duties: represent and manage all FHI programs and personnel in country of service. Qualifications: a minimum of three years of CD program management in a developing world context that includes management of a multi-cultural staff; educational background related to international relief and development a plus; fluent in English and the local language; relevant accounting and management experience; proven ability in funding, proposal writing, and contacts with major donors. Send résumés/CVs via e-mail to <sallen@fhi.net>. If sending résumé/CV as an attachment, please use Microsoft Word format. Web site: <www.fhi.net>.

ESL INSTRUCTORS • Thailand

Positions available for general and hospital-oriented ELT programs in Bangkok and Phuket. Qualifications: must be native English speakers with experience in ESL training; positions starting this month with ongoing ELT startups thereafter. Wages: \$7.50/hr. Send résumé to H.J. Camet, Jr., Director, BETC, via e-mail: <hcamet@bgh.co.th>; phone: 66 2 310 3469; fax: 66 2 318 1546.

PEDIATRIC PHYSICAL THERAPIST • Gorazde

One-year position available with Project HOPE in Gorazde, Bosnia and Herzegovina. Duties: establishes office; develops contacts with therapy sites in Gorazde and towns in the Eastern Republic of Srpska; implements structured training program in pediatric physical therapy, including both didactic and clinical education components for therapists and physiatrists. Qualifications: licensed physical therapist with pediatric experience; previous program development, teaching, and international experience preferred. Send résumé and cover letter to (reference Job # 92-PC): Cindy Marino, Project HOPE, 255 Carter Hall Ln., Millwood, VA 22646; phone: (540) 837-2100; fax: (540) 837-9052; e-mail: <recruit@projecthope.org>.

CIVIC TRAINER • Armenia

Position available with The International Foundation for Election Systems (IFES), a nonprofit organization providing technical assistance in the promotion of democracy worldwide. Duties: recruits trainers; develops a TOT program and oversees curriculum development for IFES' Citizen's Participation project. Qualifications: extensive training experience; knowledge of the NIS region and a master's degree in international relations or a bachelor's degree with five years of experience. To apply, send cover letter and résumé to: IFES, 1101 15th St., NW, Third Floor, Washington, DC 20005; fax: (202) 452-0804; e-mail: <recruit@ifes.org>; Web site: <www.ifes.org>.

ENGLISH TEACHER • China

Position available with The Teach in China Program of the Council Exchanges, a nonprofit overseas education organization for five or 10 months. Duties: teaches English to Chinese students at any level for about 10 to 20 hours each week; may also head English language clubs or give guest lectures. Qualifications: BA in any discipline; excellent written and spoken English skills. Benefits: free housing; teachers participate in a seven-day language and TEFL training course in Beijing. To request an application and fee information, call: (888) COUNCIL; e-mail: <teachinchina@councilchanges.org>; Web site: <www.councilchanges.org/tic>.

FIELD OFFICE DIRECTOR • Yerevan, Armenia

Position available with Save the Children. Duties: responsible for administration, fiscal management, and grant management of field office; works on the direction, supervision, and evaluation of staff as well as the design, implementation, evaluation, and analysis of program activities; responsible for all donor services. Qualifications: bachelor's or master's; six years of overseas experience, including managing and directing field operations; fluency in English; experience in Armenia or other country in region helpful. Send résumé via e-mail (no attachments) to: <jdervallis@savechildren.org>. Indicate job #1290/pc in subject line.

GUEST RANCH MGT. COUPLE • Mexico

Positions available for couple to manage guest ranch owned by RPCVs in rural setting in the mountains of southern Mexico (Chiapas). Eight rental cabins and camping. Duties: responsible for communication, reservations, reception, basic accounting, and record-keeping, food service, supervision of staff of 10 employees. Qualifications: hospitality experience desirable; good people skills essential; must speak both English and Spanish; willing to undertake serious management responsibility; six-month-minimum time commitment. Compensation: room and board and \$300/month per person. Applications accepted by fax at 52 (967) 30711 or e-mail: <ranchoes@mundomaya.com.mx>; Web site: <www.ranchoesmeralda.net>.

***ESL INSTRUCTORS • Taichung, Taiwan**

Positions available with the Columbia Consulting Group to provide English instruction to adults. Qualifications: at least a BA (any field) with a minimum of two years of proven teaching experience. Salary: about \$1,833/month. Company will provide work permit for qualified applicants, health insurance, paid vacation after one year of service, and special incentive bonuses. Please send cover letter with a detailed résumé via e-mail to: Jeffrey Conrad, Manager, Language Department, Columbia Consulting Group, at <jeffreyconrad@columbia.com.tw>.

CHIEF OF PARTY • Baku, Azerbaijan

Position available with CARE USA. Duties: provides overall management and supervision, including finance and administration; ensures full integration and coordination of all activities within the project and with other USAID/other donor-funded programs; establishes and oversees all internal systems; liaises with USAID and national-level government of Azerbaijan entities. Qualifications: master's degree in related field, such as development, economics, business, management, or sociology; or bachelor's and equivalent experience; six years of project development and project management experience; previous management of a large project; familiarity with strengthening the institutional capacity of local NGOs and CBOs; contract and grants management; budgeting; familiarity with USAID regulations. Prefer candidates with experience in the region and with previous chief of party experience. Send CV and cover letter by Nov. 20 to: <moffett@care.org>.

COUNTRY DIRECTORS • Various

Positions available with FINCA International, which provides self-employment loans to low-income individuals worldwide, in Azerbaijan, Armenia, and Tanzania. Duties: directs financial and human resources administration, institutional development, and public relations; maintains relationships with donors. Qualifications: master's degree in finance, international development or related field or equivalent work experience; 10 years of senior financial management experience; five years of international experience; proven ability in promoting and operating group savings and lending; increasingly responsible managerial experience in human resources and training (cross-cultural preferred) for a lending operation; fluency in English; strong analytical skills; sound decision making capability; computer proficient. E-mail résumé, cover letter, and salary history to: <jobs@villagebanking.org>. For more about our organization, visit Web site at: <www.villagebanking.org>.

EDUCATION**U. OF NEW MEXICO • Albuquerque & Santa Fe, NM**

Positions available with University of New Mexico/Santa Fe Public Schools Teacher Education Program, a post baccalaureate 14-month academic/practicum that will lead to full New Mexico licensure as an elementary or a secondary teacher. Participants who successfully complete the probationary summer preservice will receive fellowship stipends and prepaid tuition as they team-teach in a SFPS classroom. Qualifications: min. 2.5 GPA; bachelor's or master's liberal arts or other arts and sciences fields. Completed applications, with official transcripts and references must be received by 2/1/01. For program information and for obtaining application packets, contact: Dr. Linda M. Day, Coordinator, UNM/SFPS Teacher Education Program, University of New Mexico, Hokona Hall 116, Albuquerque, NM, 87131-1241; phone: (505) 277-0474; fax: (505) 277-2269; e-mail: <lday@unm.edu>; Web site: <www.unm.edu/~sfip>.

***LONG ISLAND UNIVERSITY • Brooklyn, NY**

United Nations Graduate Studies Program applications are being accepted for admission to the UN Graduate Studies Program for the spring 2000 semester. Qualifications: BA, BS, or an equiv. degree is required. A certificate is awarded upon completion of 24 credits, which may be combined with an additional 12 credits for a master's degree in social science or political science. Classes are offered evenings in Manhattan. Selected courses are offered on the Internet. Contact: Dr. Lester N. Wilson, Long Island University, Brooklyn, NY 11201; phone: (718) 488-1041; e-mail: <Lester.Wilson@liu.edu>; Web site: <www.liu.edu/un>.

***TEFL CERTIFICATE PROGRAM • Madison, WI**

Earn a TEFL certificate in a five-week intensive teacher-training program, which prepares trainees to teach English in classrooms overseas. The program offers a hands-on approach to teaching and includes practice teaching, ESL class observation, and job placement assistance. The program is part of an ESL school giving you many opportunities to interact with professional teachers and international students. No foreign language or teaching experience required. For a brochure, contact: Midwest Teacher Training Program, 19 N. Pinckney St., Madison, WI 53703; phone: (800) 765-8577; e-mail: <info@mtp.com>; Web site: <www.mtp.com>.

***UNIVERSITY OF VERMONT • Burlington, VT**

The Field Naturalist and Ecological Planning Master's Degree Programs at the University of Vermont provide collaborative, integrative, multi-disciplinary 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 naturalists focus mainly on integrating ecology, botany zoology, geology, hydrology, and soil science. Ecological planners focus on integrating the social dimensions of environmental understanding with the field naturalist approach. For more information, contact: Field Naturalist/Ecological Planning Program, Dept. of Botany, University of Vermont, Burlington, VT 05405; phone: (802) 656-2930; Web site: <www.uvm.edu/~wpoleman/fnwebpage>.

***ECO-ESCUELA SCHOOL • El Peten, Guatemala**

Learn Spanish and volunteer on conservation and community development projects. Volunteer opportunities have included: reforestation projects; creating an interpretive forest trail; creating an ecology library for children; and assisting at a children's art school. The fee for private Spanish language instruction, meals and accommodations with a local family, airport pickup and transfer to the village by boat is \$175 weekly. Classes begin on Mondays and the school is open year round. Minimum stay is one week. For info, contact: Eco-Escuela, Conservation International; phone: (800) 429-5660, ext. 264; e-mail: <ecoescuela@conservation.org>; Web site: <www.conservation.org/ecoescuela>

NEW LEADERS ACADEMY • Washington, DC

The New Leaders Academy is a one-year professional leadership and management fellowship of the National Youth Employment Coalition (NYEC) for those in the field of youth employment and youth development. Applicants should have been working in the field for at least five years. Throughout the year, new leaders participate in two week-long residential training sessions, receive guidance from a career advisor, and contribute to the improvement of their organizations and the field of youth employment through topical study groups. Up to 30 applicants will be selected for the academy. Instructional sessions are led by experts in policy, program, and research, and cover a broad range of topics. For information, call NYEC at (202) 659-1064. Application material available at <www.nyec.org/pr02.htm>.

***GEORGE MASON UNIVERSITY • Fairfax, VA**

Teach overseas via George Mason University's Fast Train Program—an alternative route to elementary and secondary teacher licensure and international school teaching. Program consists of six courses, which can be taken over a one-year period, either full- or part-time. Tuition for the elementary program is charged at the in-state rate (\$562.50/class). Participants can enroll in any semester and there is no application deadline. A master's degree is available with five additional classes. For more information, please visit the Web site: <gse.gmu.edu/fasttrain> or contact: Jack Levy or Lynn Walker Levy, Fast Train, George Mason University, MS 4B3, Fairfax, VA 22030-4444; phone: (703) 993-3689; fax: (703) 993-3336; e-mail: <jlevy@gmu.edu> or <llwalker3@gmu.edu>.

INTERN/VOLUNTEER**INTERN • Washington, DC**

Position available for three to six months with World Learning for a student to serve as full- or part-time intern in its Program Development Unit (PDU). Duties: assists PDU in proposal production, development, and maintenance of an in-house resource library; maintains consultant database; maintains and distributes marketing materials; and prepares reports. Qualifications: excellent English language skills; knowledge of international development issues; and computer skills. Academic credit can be arranged. Graduate students and recent graduates with experience eligible to receive a stipend. Send résumé, references, brief writing sample, and dates of availability to: World Learning, Attn: Internship Coordinator, 1015 15th St., NW, Suite 750, Washington DC 20005; fax: (202) 408-5397; e-mail: <recruitment@worldlearning.org>.

PEACE CORPS' FELLOWS***JOHNS HOPKINS UNIVERSITY • Baltimore, MD**

The School of Nursing offers a program of study for those students who possess an undergraduate or graduate degree in a discipline besides nursing. RPCVs can study through a two-year traditional program or a 13-month accelerated program, leading to a BS degree, with a major in nursing. A Community Outreach Program, Birth Companion Program and a Direct Entry to Combined BS to MSN Program are available. Majors include, but are not limited to: nurse practitioner; clinical specialist; community health nursing; joint MSN/MPH. For more information, contact: Johns Hopkins University School of Nursing, Office of Admissions and Student Services, 525 North Wolfe St., Baltimore, MD 21205; phone: (410) 955-7548; e-mail: <jhuson@son.jhmi.edu>; Web site: <www.son.jhmi.edu>.

UNIVERSITY OF MARYLAND • College Park, MD

The Shriver Peaceworker Program seeks RPCVs interested in integrating community service, ethical reflection, and graduate studies. Peaceworkers enroll in a two-year sequence of seminars in ethical reflection and are appointed to community service internships that address the areas of education, juvenile justice, health, or community development. RPCVs must apply and be admitted separately to a graduate program. The following degree programs at UM-Baltimore County invite applications: anthropology; applied sociology; applied and professional ethics; education, language, literacy and culture (Ph.D. only); policy; and psychology. Assistantship covers tuition, stipend, and health insurance. Completed applications to both the Peaceworker Program and a graduate dept. are due by Jan. 15th. Program year begins in July. For a Peaceworker application, contact: Dr. Peter Antoci, Associate Director, Shriver Peaceworker Program, The Shriver Center, UMBC, 1000 Hilltop Circle, Baltimore, MD 21250; or you may download information at <Shrivercenter.org>. (Contact the graduate school directly for dept. information and an application.)

COLLEGE OF NOTRE DAME, MD • Baltimore

The Shriver Peaceworker Program seeks RPCVs interested in obtaining a master's degree in nonprofit management while integrating community service, ethical reflection, and graduate studies. Peaceworkers enroll in a two-year sequence of seminars in ethical reflection at The Shriver Center and are appointed to community service internships that address the areas of education, juvenile justice, health, or community development. RPCVs must apply and be admitted separately to a graduate program. For the graduate application, please contact Professor Ann Breihan at (410) 532-5317 or send an e-mail to <gradadm@ndm.edu>. The Peaceworker assistantship covers tuition, stipend, and health insurance. Completed applications to both the Peaceworker Program and Notre Dame College are due by Jan. 15th. Program year begins in July. For a Peaceworker application, contact: Dr. Peter Antoci at the address above or download information at <Shrivercenter.org>. You must submit both applications.

***SAN FRANCISCO STATE • San Francisco, CA**

The Peace Corps Fellows Program aims to facilitate the transition of RPCVs from classrooms in developing countries to U.S. schools with at-risk children. Full-time teaching combined with evening course work leading to a California teacher's credential and/or master's degree in education from any graduate program offered by the College of Education. Current programs include bilingual, elementary, secondary, adult, and special education. Familiarity with the language and or culture of Latino, Filipino, and other Pacific Island populations, as well as those with a background in math, science and/or special education, are encouraged to apply. Applicants should have served at least 50 percent of service overseas in a self-contained classroom teaching grades K-12. Contact: Peace Corps Fellows Program, Attn. Dr. A. Dubin, San Francisco State University, BH 520, 1600 Holloway Ave., San Francisco, CA 94132-4158; e-mail: <fellows@sfsu.edu>.

***ILLINOIS STATE UNIVERSITY • Normal, IL**

The Peace Corps Fellows Program in Applied Community and Economic Development at Illinois State University is considering 1/01 and 8/01 admissions. RPCVs earn master's degrees in economics, political science, and sociology by completing one year of full-time class work and a second year of hands-on consulting work with urban and rural communities and agencies. Fellows eligible for and awarded assistantships receive tuition waivers and earn stipends in their first year. All Fellows earn a modest income during the second-year internship. For more information contact: Peace Corps Fellows Program, Campus Box 4200, Illinois State University, Normal, IL 61790-4200; phone: (309)348-8685; e-mail: <UCEDinfo@ilstu.edu>; Web site: <ilt.ilstu.edu/uced>.

AMERICORPS/VISTA**VISTA MEMBER • Reno, NV**

Positions available Jan./Feb. 2001 with WARC, a nonprofit organization that works with people with developmental disabilities. Volunteer coordinator duties: sets up volunteer program with special attention to securing volunteers to help with job-readiness skills; creates volunteer opportunities. Volunteer employment consultant/job developer duties: works with businesses to create jobs; sets up natural supports within the businesses; supports new employees, businesses, and families in work transitions. VISTA members receive \$792/month living allowance; eligible for \$100/month stipend or \$4725 educational award at the end of one year of service. For more information, contact: Mary Bryant, phone: (775) 333-8259; e-mail: <mhbryant@aol.com>.

ABUSE PREVENTION ASST. • Fairfield CA

VISTA position available with the Children's Network of Solano County. Duties: works closely with the child abuse prevention coordinator to provide training/technical support to AmeriCorps members on assessed and ongoing needs of the local child abuse prevention system; develops and implements training programs for professionals and community; works with the CAPC on Child Abuse Prevention Month activities; helps to implement community outreach strategies to decrease the incidence of abuse and neglect of children; provides staff support to CAPC meetings, AmeriCorp member countywide trainings, and other meetings, trainings, or conferences. Modest living allowance of \$791/month. Benefits include: health care insurance, child care allowance, vacation and sick leave, as well as an educational award of \$4,725, upon completion of one year of service. Submit résumé and two references to: Children's Network of Solano County, 2320 Courage Dr., Suite 107, Fairfield, CA 94533, fax (707) 421-6495; e-mail: <joey@childnet.org>.

RARE PARTICIPANT • Eugene, OR

Positions available with Resource Assistance for Rural Environments (RARE) for Jan. 2001. Duties: assist in the development and implementation of community and economic development projects, public policy coordination and delivery of social services. Benefits: living stipend and medical health insurance; eligible to receive an educational award of \$4,725 upon program completion. Contact: RARE, 1209 University of Oregon, Eugene OR, 97403; phone: (541) 346-2879; e-mail: <rare@darkwing.uoregon.edu>; Web site: <www.darkwing.uoregon.edu/~rare/profiles/potcomm/potcom.htm or <www.darkwing.uoregon.edu/~rare>.

STAFF ASSISTANT • Washington, DC

Position available with the Corporation for National Service. Duties: provides admin. support to the National Service Fellowship Program and other programs; drafts correspondence; manages records; arranges travel; plans conferences. Qualifications: experience with general office practices; strong writing, computer, organizational, and time management skills; interest in national service a plus. Salary \$14-\$38K. For more information, visit the Web site at: <www.cns.gov >. Deadline: 11/19/00.

AMERICORPS MEMBER • San Francisco, CA

Positions available with the San Francisco Conservation Corps, an environmental conservation and youth development organization. Benefits: educational opportunities, job training, professional development; job placement assistance; educational award at the completion of service. Current openings in: Youth in Action; the Environmental Internship Program; and the Recycling Outreach Team. Salary: \$7/hour. For further information, contact: Michelle Mateo; phone: (415) 920-7171, ext. 304; e-mail: <recruit@ecosfcc.org>; Web site: <www.sfcccl.org>.

Just Out Business Careers Manual 2000 Edition

Returned Volunteer Services recently published a new career publication for recently returned Peace Corps Volunteers who are interested in exploring business careers. For a complete copy of the manual, please send your request via e-mail to: <rsvs@peacecorps.gov>.

Boston Welcome-Back and Send-Off Party

Back from the Peace Corps in the last year or so? Join us in Boston for a great networking event, and a chance to share your experiences with Peace Corps nominees and invitees preparing to go overseas.

This festive event is planned for Friday, 12/1/00, from 7 p.m. to 10 p.m. at the Sweedenborg Chapel in Cambridge (a short walk from Harvard Square). RSVP to Matt in the Boston Peace Corps Office, at 800-424-8580, option 1. Respond by 11/30/00.

Continued from front page

several schools. LSDAS provides the schools with an individual's Law School Report: a compilation of basic information about the applicant, including LSAT score(s), a summary of undergraduate grades and credits, transcripts, LSAT writing sample(s), and other data. LSDAS will also report an Admissions Index to those law schools that require it. The index formula works with a combination of LSAT score and GPA, the purpose of which is to provide a ranking for a specific law school's pool of applicants. There is a fee to subscribe to LSDAS.

Scholarships and grants for legal study are available both through law schools and through state, federal, and foundation programs. The most common type of financial aid for law school is loans. Law students can graduate with high debts, but, when compared with anticipated earnings, law school debt becomes a less intimidating concept.

Consider Short-term Overseas Opportunities Through Crisis Corps Service



As part of the Peace Corps' commitment to expand its contribution in the fight against the spread of HIV/AIDS, Crisis Corps Volunteers will be sent to a number of African countries throughout 2000 and 2001 to work with a wide range of HIV/AIDS projects. Assignments will encompass a variety of sectors, from NGO strengthening to HIV/AIDS curriculum development, and other activities in support of reducing the incidence and impact of HIV/AIDS in Africa. RPCVs who have served/ worked in Africa and have successfully completed their Peace Corps service are encouraged to apply. Six-month HIV/AIDS assignments in Zambia include:

Radio Program Development Volunteer: An RPCV with a background in communications/radio/health education is needed to analyze and improve the radio media strategy for HIV/AIDS radio shows directed at youth in Zambia.

Behavior Change Communication Volunteer: World Vision Zambia has requested a Volunteer to provide logistical support, training, and technical assistance to program staff involved in an HIV prevention project in truck-driver communities at key border points.

Counseling and Capacity Building Volunteer: An RPCV with a background in counseling and youth is needed to train local volunteers and provide support to a project aimed at rehabilitating child prostitutes.

RPCVs interested in these assignments should submit an application and résumé to the Crisis Corps. An application form can be downloaded from the Crisis Corps Web site at: <www.peacecorps.gov/crisis Corps>; or call 800-424-8580, ext. 2250; or e-mail: <crisis Corps@peacecorps.gov> to request an application. For more information on the Crisis Corps, please visit their Web site.

Internet Tips

Law Services provides information, practice questions, and forms on the Internet at <www.lsac.org>.

Go to the American Bar Association Web site located at <www.abanet.org> to learn about the latest news in law.

Get your job search on track with Returned Volunteer Services' Career T.R.A.C.K. Transitions, Readjustment, Assistance, Careers, Know-how <www.peacecorps.gov> (click on "Returned Volunteers")

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. 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 and let us know.

PLEASE CHECK APPROPRIATE BOX AND ENCLOSE IN SEPARATE ENVELOPE:

DISCONTINUE SEND HOTLINE TO NEW ADDRESS (*Hotline can't be sent overseas*)

Name

Address

City

State

Zip Code

Country of Service

Dates of Service

To change address or discontinue subscription, fill out the information above, cut out the box, and mail it in an envelope to: Database Mgr., Second Fl., Peace Corps, 1111 20th St., NW, Washington, D.C. 20526. Changes cannot be made without this form nor over the phone. Please allow 4-6 weeks for any changes to take effect.



EDITOR'S CORNER

Holiday Closing

The Peace Corps will be closed on Friday, November 10, in observance of Veteran's Day.

November Career Series Presentation

What and When:

Lisa Law, publisher of the *International Career Employment Weekly*, presents the topic: "The Adventures of Working Abroad."

November 30, 2000, 12 noon – 1:30 p.m.

Law will provide an overview of international job opportunities and explain how to meet the people behind the names, addresses, and phone numbers provided in numerous international job directories. A discussion on employment and career planning for the experienced and inexperienced international job hunters will include qualifications needed, pay scale, and strategies and tactics for international job seekers.

Where:

Peace Corps
1111 20th St., NW
Shriver Conference Room A
Washington, D.C. 20526

For more information, please contact Elvira May at (202) 692-1445.

2000 CAREER SERIES

Sponsored by
Returned
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Services

HOTLINE NOTICE

When did you end your Peace Corps service?

Returned Volunteer Services produces and distributes *Hotline* to returned Peace Corps Volunteers for two years following their COS date. If your service ended in October 1998, then this issue of *Hotline* is the last one that will be sent to you.

Please note: The National Peace Corps Association is offering partial subscriptions until 6/1/01 when current *Hotline* issues become available online. For further information, contact the NPCA at (202) 293-7728; e-mail: <nPCA@rpcv.org>.