



Hotline



For Returned Volunteers/
From the Office of Public Engagement

Hot Resources

Highlights

Join Returned Volunteer Services for upcoming career events!
For more information, see page 3.

The RPCVNetwork has moved to Google. Don't miss the career and housing announcements.
For more information, see page 16.

Did you COS in 2010? Make sure you receive your W-2.
For more information, see page 13.

Peace Corps Hotline

Bonnie Robinson
Editor
Program Specialist
Returned Volunteer Services

Kat Edwards
Graphic Designer
Program Assistant,
Returned Volunteer Services

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

Inside
Public Sector
Private Sector
International Sector
Intern/Volunteer
Education
Hot! Opportunities
Fellows/USA
Peace Corps Response

Acing the Phone Interview: Tips for RPCVs

By Bonnie K. Robinson, Returned Volunteer Services Program Specialist
(RPCV Ukraine 2002-05)



This article originally appeared in the May 1, 2008, issue of Hotline

For many candidates, the job interview is the most grueling part of the job search. Everyone wants to give you advice before the big day: be enthusiastic but not too enthusiastic, don't fidget, be sure to wear a suit, don't ask for water but accept it if it's offered, never badmouth your former boss ... and so on. So you go in there and give it your best shot, and after all this, you're left to wonder, "What did they *really* think of me?"

Now, imagine that same job interview, only conducted over the telephone. Before you get even more nervous, remember: as an RPCV, chances are you might have already interviewed successfully over the phone - remember that interview two or more years ago with your recruiter? If you had a phone interview before being nominated to Peace Corps, you already have some practice. And if you approach it right, the phone interview

for your next job can be just as successful as your Peace Corps interview was.

Luckily, much of the advice you've heard about how to prepare for an in-person interview also holds true for the phone interview. You should review a company's website and your application to the position, and prepare a written list of questions to ask ahead of time. You should map out your answers to common interview questions like, "Why are you the best candidate for the job?" or "Tell us about a time you worked with a difficult colleague." And you should definitely "let your personality shine through in the conversation - in today's team work dynamic, people want to work with other friendly people," explains Vivian Nguyen, the Peace Corps Week program specialist.

Of course, telephone interviews are not just in-person interviews where everyone sits around with their eyes closed - they have their own idiosyncrasies and challenges. I have found it very frustrat-

ing to be on a panel interviewing a candidate over the phone; I remember telling my manager, "If only I could shake her hand and see her in person, I'd get a much better sense of how she'd fit in with our team." Some of the other hiring managers in my office have felt the same way. Jahleezah Eskew of Master's International at Peace Corps likes to meet candidates face-to-face to "get a better sense of who they are, in addition to their skills and experience."

This lack of face-to-face contact may also be frustrating for you, the job-seeker. Master's International program assistant Shea Bennett-Callen felt the same way after her first phone interview. In person, she says, "it's easier to see if you connect with the current staff, and it gives you a more thorough introduction to where you may be working. It was a little nerve-racking coming into a job on the first day and meeting [my] boss ... for the first time, in addition to all of [my] new co-workers."



Public Sector

PUBLIC HEALTH PREVENTION SERVICE FELLOWSHIP • Atlanta

Position available with Centers for Disease Control and Prevention/ Public Health Prevention Service. Duties: plans, implements, and evaluates programs; assesses community health needs; communicates and disseminates public health information. Qualifications: M.P.H./M.S. in management; one year's paid public health related experience. Salary: \$49K-\$61K. Deadline: 2/1/2011. For more information and to apply, email PHPS@cdc.gov; phone: 404.498.6116; website: www.cdc.gov/phps.

SUPPLY TECHNICIAN • Roswell, N.M.

GS-5/6 noncompetitive eligibility position available with U.S. Bureau of Land Management. Duties: manages motor vehicle pool upkeep and repair; maintains inventories; oversees computer data entry of motor vehicle utilization and property forms; manages fleet charge card use; orders supplies, vehicles, and equipment; helps at the front desk when needed. Qualifications: current noncompetitive eligibility status;

B.A./B.S.; computer skills; people skills. Salary: \$31,315. Deadline: 12/27/2010. For more information and to apply, email janell_desmond@blm.gov; phone: 575.627.0255; website: www.blm.gov/nm/st/en/fo/Roswell_Field_Office.html. *Please read letter on page 8 regarding eligibility for this position.*

Private Sector

FOOD FOR PEACE OFFICER • D.C.

GS-11/12-equivalent position available with United States Agency for International Development (USAID). Duties: serves as personal services contractor in USAID's Office of Food for Peace. Qualifications: B.A./B.S.; two years' professional experience in humanitarian assistance, international development, or other international experience. Salary: \$62,467-\$97,333. Deadline: 12/23/2010. For more information and to apply, email skraegel@usaid.gov; website: www.usaid.gov.

PROJECT OFFICER • Rockville, Md.

Position available with Center for Disaster and Humanitarian Assistance Medicine. Duties:

serves as point of contact in development, planning, and execution of projects; works closely with principal investigator, program manager, and meeting planner to gather scientific and technical requirements; develops and manages budget; coordinates recruiting of appropriate subject matter experts for projects. Qualifications: B.A. in international affairs, education, public health, or related field; two years' experience; strong organizational and interpersonal skills; experience in budget planning, public health, or health education preferred. For more information and to apply, email gnagy@cdham.org; phone: 301.294.1468; website: www.hjf.org/careers.

GENDER ADVISOR • D.C.

Position available with USAID - Global Health Program. Duties: provides technical leadership and oversight of gender activities in areas of gender-based violence, men's engagement, and youth and gender. Qualifications: M.A. in public health or related social science field; five years' experience in family planning and reproductive health; two years' experience in international or resource-challenged setting. Deadline: 12/22/2010. For more information and to apply, email ghfprecruitment@ghfp.net; phone: 202.661.8020; website: www.ghfp.net.

LIVESTOCK TECHNICAL ADVISOR • D.C.

Position available with USAID - Global Health Program. Duties: provides multidisciplinary approach to disaster and risk reduction. Qualifications: M.A. in veterinary or animal science or currently licensed and practicing as veterinarian in U.S.; five years' experience in agriculture and veterinary, livestock, and animal health sector programs. Deadline: 12/22/2010. For more information and to apply, email ghfprecruitment@ghfp.net; phone: 202.661.8020; website: www.ghfp.net.

SENIOR CONTRACTS AND GRANTS ADMINISTRATOR • D.C.

Position available with Elizabeth Glaser Pediatric AIDS Foundation. Duties: develops contracting and grant making strategies; negotiates, develops, drafts, and amends awards in conjunction with program and technical staff; administers assigned sub-grants, contracts, and tasks orders; analyzes data to establish fair rates of compensation for different types of consultants; analyzes and evaluates costs; ensures funded awards contain allowable, allocable, and reasonable cost items only. Qualifications: B.A./B.S. in business or related degree; M.A. preferred; seven years' experience in contracts or grants administration, with U.S. government funding at nonprofit organization preferred.

Continued on page 7

HOT! OPPORTUNITIES

PROJECT MANAGER • Rockville, MD

GS-9/12 noncompetitive eligibility position available with the U.S. Food and Drug Administration (FDA). Duties: manages projects including development and implementation; identifies new and creative approaches for managing projects; provides assistance with work planning activities; reviews interim and annual performance report data from team leaders to determine degree to which assigned projects meet approved goals and objectives; collaborates with other departmental offices on issues of mutual concern. Qualifications: B.A./B.S.; project management experience; excellent communication skills; analytical and research skills; current noncompetitive eligibility. Salary: \$51K-\$97K. For more information and to apply, email jeremy.robbi@fda.hhs.gov. *Please read letter on page 8 regarding eligibility for this position.*

ASSISTANT, CORPORATE MARKETING AND COMMUNICATIONS • D.C.

Position available with Population Services International. Duties: assists vice president and director of marketing and communications; manages calendar, meetings, and travel; tracks, processes, and acknowledges incoming contributions from individuals, groups, and corporations; schedules departmental meetings and events. Qualifications: B.A./B.S.; two years' experience working in fast-paced office environment with high work volume; extremely detail-oriented; ability to take initiative on tasks, prioritize, and meet tight deadlines; exceptional organizational and interpersonal skills; ability to multi-task. Deadline: 1/29/2011. For more information and to apply, email www.psi.org.



January 2011 Regional RPCV Career Event: San Francisco, Calif. Friday, January 28, 2011

Attend Returned Volunteer Services' first-ever career event in San Francisco! Practice telling your professional Peace Corps story to a variety of audiences, connect with other returned Volunteers, and explore ways to get involved in Peace Corps activities with the San Francisco Regional Recruitment Office. Chat with local employers in the public, private, and nonprofit sector at the afternoon career fair.

Note: Because of the many opportunities in the federal government, first-year RPCVs with noncompetitive eligibility are especially encouraged to attend.

[Click here to register online!](#)

(Registration closes at midnight EST on Wednesday, January 26, 2011)

Schedule

Career Workshops, 9:30 a.m. - 12:30 p.m.

Attend this series of career workshops to learn techniques for telling your Peace Corps story in the job-search setting. Get RPCV-specific job-searching advice and best practices.

Regional Recruitment Office Information Session, 1:30 - 2:00 p.m.

Attend this information session to meet staff from the San Francisco Recruitment Office, and learn about opportunities to tell your Peace Corps story as you engage in Peace Corps' third goal and recruitment activities.

Federal Agency Information Sessions, 2:00 - 2:30 p.m.

Federal hiring managers will discuss opportunities at their agencies for qualified RPCVs.

RPCV Career Fair, 2:30 - 4:30 p.m.

Fifteen organizations in the public, private, and nonprofit sector will be on hand to meet with RPCVs about current and future job openings.

"Around the World" Open House, 5:00 - 7:00 p.m.

Come celebrate the wonderful places around the world where Peace Corps Volunteers have served! This is an excellent opportunity to share your photos and memorabilia with people interested in Peace Corps service. Email the San Francisco Regional Recruitment Office (sfevents@peacecorps.gov) for more information on how you can participate!

February 2011 RPCV Career Conference: Washington, DC Tuesday, February 22 - Friday, February 25, 2011

Each Returned Volunteer Services career conference draws over 150 RPCVs from more than 30 states - make sure you're one of them! At this four-day intensive conference, you'll learn in-depth strategies to make yourself stand out from other job-seekers. This conference also provides an excellent opportunity to network with other RPCVs, so if you're feeling lost and lonely in this difficult economy, please join us!

Save the dates - registration information coming soon!

Tuesday, February 22, 2011 - Sharing Your Peace Corps Story
Focus on translating your Peace Corps experience for employers and other professional contacts as you develop a summary of qualifications to inform your cover letter, resume, and other job application documents.

Wednesday, February 23, 2011 - Sharing Your Qualifications
Practice networking, writing cover letters, and answering those tough job interview questions at this day of interactive workshops and discussions. Attend a special lunchtime session hosted by Coverdell World Wise Schools to hear about a unique opportunity to tell your story and highlight your projects on the Internet.

Thursday, February 24, 2011 - Federal Employment and RPCV Career Fair

Learn how to leverage your noncompetitive eligibility and navigate the federal application process at Thursday morning's workshops. Make connections with RPCV-friendly employers at the RPCV career fair in the afternoon.

Friday, February 25, 2011 - Employer Information Sessions
Learn about recruitment, application, and employment processes at the Peace Corps and other employers. Attend a special lunchtime session hosted by Peace Corps Response to learn more about short-term, high-impact overseas assignments.





25th Anniversary Fellows/USA

Peace Corps Fellows/USA works with more than 50 universities that offer financial assistance to RPCVs who wish to attend graduate school and work in underserved American communities. Below is a list of universities and some of the subject areas they offer. For more information, visit www.peacecorps.gov/fellows; call 800.424.8580, ext. 1440; or e-mail fellows@peacecorps.gov.

Bowling Green State University

Bowling Green, OH
Master of Arts in Cross-Cultural and International Education (MACIE). Fellows will work with educational organizations in northwest Ohio. Fellows will receive graduate assistantships that include full tuition waivers and stipends.
Contact: Dr. Margaret Zoller Booth
Phone: 419.372.9950
E-mail: boothmz@bgsu.edu

Carnegie Mellon University

Pittsburgh, PA
Public policy/management, arts management, or healthcare policy management.
Contact: David Eber
Phone: 412.268.2164
E-mail: hznadmit@andrew.cmu.edu

Clark University

Worcester, MA
MBA in social change, Master of Business Administration, Master of Science in finance. Benefits include a minimum 50% tuition scholarship (over \$28,000 value).
Contact: Patrick Orszko
Phone: 508-793-7682
Email: porozsko@clarku.edu

Columbia University, Teachers College

New York, NY
Urban education, including bilingual/bicultural education, teaching of mathematics or science (biology, chemistry, earth science, or physics), social studies, ID/autism, English.
Contact: Nicolas Stahelin
Phone: 212.678.4080
E-mail: PCFellows@tc.edu

Cornell University

Ithaca, NY
City and regional planning (MS)
Contact: Tina M. Nelson
Phone: 607.255.6848
E-mail: tmn2@cornell.edu

Drew University

Madison, NJ
Master of Arts in Teaching (MAT): Fellows will tutor and teach in the Orange School District. Each Fellow will receive a 40% tuition scholarship.
Contact: Linda Swerdlow
Phone: 973.408.3285
E-mail: lswerdlo@drew.edu

Duke University

Durham, NC
Fuqua School of Business
Master's of Business Administration (MBA) with concentrations in accounting, decision sciences, entrepreneurship and innovation, finance, leadership and ethics, management, marketing, operations management, social entrepreneurship, and strategic consulting. There are also Certificates of Excellence

offered in finance and marketing as well as a certificate program in health sector management. Joint degrees in other professional programs also available. Benefits (financial): up to 25% tuition credit.
Contact: Matt Nash, RPCV, Romania
Phone: 919.660.7791
E-mail: mnash@duke.edu

Master of International Development Policy (PIDP) with several concentration options.
Contact: Stephanie Alt Lamm, RPCV, Costa Rica
Phone: 919.613.9218
E-mail: midpinfo@duke.edu

Sanford School of Public Policy
Master of Public Policy (MPP) with option to earn dual degrees in professional or PhD programs.
Contact: Duke MPP Admissions Office
Phone: 919.613.9205
E-mail: MPPadmit@duke.edu

Duquesne University

Pittsburgh, PA
Graduate Center for Social and Public Policy
MA: policy analysis and administration, conflict resolution and peace studies.
Contact: Dr. Evan Stoddard
Phone: 412.396.5179
E-mail: stoddard@duq.edu

Graduate School of Business Administration
MBA/MS/MAcc: sustainable enterprise, information systems management, taxation, accountancy.
Contact: Patricia Moore
Phone: 412.396.5529
Email: moorep@duq.edu

Florida Institute of Technology

Melbourne, FL
Environmental science, engineering, management, teaching, and other areas of education (science, mathematics, computer).
Contact: Dr. Tom Marcinkowski
Phone: 321.674.8946
E-mail: marcinko@fit.edu

Fordham University

Bronx, NY
MA programs in international political economy and development with specializations in international development studies, international banking and finance, international and development economics, and international political analysis.
Contact: Dr. Henry Schwalbenberg
Phone: 718.817.4064
E-mail: iped@fordham.edu

George Mason University

Fairfax, VA
Elementary education and English as a second language master's programs.
Contact: Jennifer Coarts
Phone: 703.993.3602
E-mail: jcoarts@gmu.edu

George Washington University

Washington, DC
Transition special education, secondary education.
Contact: Dr. Jeanne Embich
Phone: 202.973.1061
E-mail: jembich@gwu.edu

Georgia College & State University

Milledgeville, GA
Various education degrees, creative writing. Teaching assistants, tutors, special education teacher training, community creative writing program. Benefits include tuition waiver, stipend.
Contact: Dr. Dwight Call
Phone: 478.445.0875
E-mail: dwight.call@gcsu.edu

Humboldt State University

Arcata, CA
(Program Temporarily Suspended)
Secondary education program with placement at Academy of the Redwoods—an early college high school.

Illinois State University

Normal, IL
Applied economics, political science, sociology, with interdisciplinary sequence in applied community/economic development, including community project design and management, topics in administration and planning, and 11-month paid professional internship. Benefits include assistantship with stipend and 2-year full tuition waiver.
Contact: Beverly Beyer
Phone: 309.438.7090
E-mail: StevensonCenter@ilstu.edu

Indiana University–Bloomington

Bloomington, IN
Master of Public Affairs (MPA) with choice of eleven concentrations, including comparative and international affairs, economic development, energy, environmental policy and natural resource management, information systems, nonprofit management, policy analysis, public financial administration, public management, local government management, sustainability and sustainable development. Master of Science in environmental science (MSES) program with concentrations in applied ecology, energy, environmental chemistry, toxicology and risk assessment, water resources. Joint master's degree (MPA/MSES) and combined masters degrees with other programs such as law and area studies are also available.
Contact: Jennifer Forney
Phone: 812.855.2840
E-Mail: speainfo@indiana.edu

Johns Hopkins University

Baltimore, MD
Nursing, public health.
Contact: Mary O'Rourke
Phone: 410.955.7548
E-mail: orourke@son.jhmi.edu



25th Anniversary Fellows/USA

Kennesaw State University

Kennesaw, GA (Metro-Atlanta)

Coles College of Business

Master of Business Administration (MBA). Graduate research assistantship assignment to work with the Maya Heritage Community Project. Benefits include tuition waiver and stipend of \$2000 per semester.

Contact: Dan Paracka

Phone: 770.423.6732

E-mail: dparacka@kennesaw.edu

Political Science and International Affairs

Master of Science in international policy management, 16-month program for applied understanding of international policy. Courses offered use online and distance learning formats with focus on political risk, regulatory politics, development policy, strategic negotiation, world politics, and trade policy. Graduate research assistantships available to work with Mayan community. Benefits include stipend and tuition waiver.

Contact: Michele Zebich-Knos, Ph.D.

Phone: 770.423.6499

E-mail: mzebich@kennesaw.edu

Loma Linda University

Loma Linda, CA

Public health, including global health. Certificates in emergency preparedness and response and reproductive health.

Contact: Kate Reinsma

Phone: 909.558.4000, ext. 42072

E-mail: sphpcinfo@llu.edu

Marquette University

Milwaukee, WI

Master of Arts in communication, educational policy and leadership, English, history, international affairs, political science, public service, social and applied philosophy, or theology; Master of Science in civil and environmental engineering or economics; Master of Business Administration. Benefits: full tuition scholarship and monthly stipend.

Contact: Carole Ferrara

Phone: 414.288.5861

E-mail: carole.ferrara@marquette.edu

Monmouth University

West Long Branch, NJ

Master of Social Work (MSW) with concentrations in clinical practice with families and children, and international and community development. Fellows will be awarded Graduate Assistantships which include free room and board and 6 credits of tuition remission.

Contact: Dr. Robin Mama

Phone: 732.571.3543

E-mail: rmama@monmouth.edu

New Mexico State University

Las Cruces, NM

College of Agricultural, Consumer and Environmental Sciences (ACES)

MA, MS, MBA-AB, MAG-AB (Master of Agriculture), DED (Doctorate in Economic Development), and PhD programs available. Fellows will intern with organizations such as the New Mexico Climate Center, USDA Natural Resources Conservation Service, or the Navajo Agriculture Products Industry. Benefits include teaching or research assistantship, including an out-of-state tuition waiver.

Contacts: Gary R. Lowe

Phone: 575.646.7962

E-mail: bhopal@nmsu.edu

College of Health and Social Services

Degrees in public health, social work, and nursing, plus joint public health and social work degree.

Contact: Dr. Sue Forster-Cox

Phone: 575.646.2183

E-mail: sforster@nmsu.edu

The New School

New York, NY

Urban policy analysis/management, health services management and policy, human resources management, organizational change management.

Contact: Admissions Office

Phone: 212.229.5400, ext. 1130

E-mail: milanoadmissions@newschool.edu

Northern Arizona University

Flagstaff, AZ

Business and accounting. Career tracks in geographic information systems (GIS), marketing analysis and distribution, management, finance, and accounting.

Contact: Jane Thompson

Phone: 928.523.7387

E-mail: mba@nau.edu

Rutgers University

Camden, NJ

Master of Public Affairs in educational policy and leadership with K-12 teaching position at the LEAP Academy.

Contact: Sandra Cheesman-Cattefesta

Phone: 856.225.6860

E-mail: scheesma@camden.rutgers.edu

Seton Hill University

Greensburg, PA

Art therapy (counseling specialization), business administration, elementary education, inclusive education (online), instructional design (online), marriage and family therapy, special education, popular-fiction writing. Benefits: 50% tuition discount.

Contact: Laurel Komarny

Phone: 724.838.4209

E-mail: lkomarny@setonhill.edu

Southern New Hampshire University

Manchester, NH

Community economic development, international track; community economic development, national track.

Contact: Sanjeev Sharma

Phone: 603.644.3124

E-mail: s.sharma2@snhu.edu

University of Alabama at Birmingham

Birmingham, AL

Bachelor of Science in Nursing (BSN), Second Degree Option – 5 semester program for those who have completed a previous non-nursing undergraduate degree. Master of Science in Nursing (MSN) Accelerated Masters in Nursing Pathway (AMNP) – 7 semester program for applicants with a bachelor's degree that is not in nursing. Each Fellow will receive a \$5,000 grant for their first year of study. In addition, AMNP Fellows will receive a full-time nursing resident's salary in their second year when they are employed as registered nurses in a residency program.

Contact: Lynda Wilson

Phone: 205.934.6787

E-mail: lyndawilson@uab.edu

University of Arizona

Tucson, AZ

Criminal justice, community development, environment, health, nonprofit finance, public policy, and more.

Contact: Georgia Ehlers

Phone: 520.621.9103

E-mail: rpcf@grad.arizona.edu

University of Cincinnati

Cincinnati, OH

MCP: Economic development planning, environmental planning, international development planning, physical planning, urban design. PhD: regional development planning.

Contact: Johanna W. Looye, Ph.D.

Phone: 513.556.4943

E-mail: johanna.looye@uc.edu

University of Colorado Denver

Denver, CO

Master of Public Administration, Master of Criminal Justice, PhD in Public Affairs. Benefits include paid internships and \$3,000 scholarship renewable for two years.

Contact: Dr. Christine Martell

Phone: 303.315.2716

E-mail: christine.martell@cudenver.edu

University of Denver

Denver, CO

Josef Korbel School of International Studies International development, international human rights, international studies, international security, global finance, trade, and economic integration, and master's in development practice.

Contact: Nicole Vilegi

Phone: 303.871.3838

E-mail: nicole.vilegi@du.edu

Graduate School of Social Work

Master of Social Work (MSW) degree with concentration in either clinical or community



25th Anniversary Fellows/USA

practice. Specialized certificates available in social work with Latinos/as, trauma response and recovery, couples and family therapy, animal-assisted social work and Jewish communal service. Benefits include specialized programming for RPCVs and financial assistance. All applicants to the MSW program are considered for merit scholarships, which range from \$6,000 to \$12,000 per year for full-time students. The MSW application fee is waived. Need-based awards are also available. Those selected for the Peace Corps Fellows/USA program will receive an additional \$5,000 scholarship.

Contact: Dr. Julie Laser
Phone: 303.871.2841
E-mail: julie.laser@du.edu

School of Communication
International and intercultural communication.

Contact: Dr. Margaret Thompson
Phone: 303.871.3947
E-mail: mthomps@du.edu

University of Maryland–Baltimore

Baltimore, MD
Obtain an MSW while doing exciting field work. Fellowship involves working at a community based placement with marginalized populations. A variety of fellowships are available, including assistance for students interested in community development/organizing and policy development.

Contact: Lane Victorson
Phone: 410.706.5316
E-mail: lvictorson@ssw.umaryland.edu

University of Maryland–Baltimore County

Baltimore, MD
Shriver Peaceworker Fellows Program
All programs of University of Maryland–Baltimore County: education, policy, applied sociology, intercultural communications, etc. Select consortium programs: social work (MSW), urban studies, nonprofit management, etc.

Contact: Dr. Joby Taylor
Phone: 410.455.6398
E-mail: joby.taylor@umbc.edu

University of Maryland–College Park

College Park, MD
Degrees in public policy and management, joint degrees in law, business, engineering, and life sciences and conservation biology. Benefits include half-assistantships worth \$6,350 per year, 5 credits tuition remission per semester, in-state tuition rates, and eligibility for other merit-based awards.

Contact: Ms. Taryn Faulkner
Phone: 301.314.2486
E-mail: faulkner@umd.edu

University of Michigan

Ann Arbor, MI
Ford School of Public Policy
Master of Public Policy with 14 dual degree programs. Graduate certificates in science and technology policy also available. Benefits include

\$10,000 tuition fellowship for each of two years, application fee waiver.

Contact: Beth Soboleski
Phone: 734.765.0453
E-mail: bsobo@umich.edu

School of Natural Resources and Environment
Master of Science in natural resources and environment with 8 concentration options; Master of Landscape Architecture either through a 2-year program for those with a BLA or a 3-year program for those with other undergraduate degrees. Benefits (financial): tuition stipend.

Contact: Sondra Auerbach
Phone: 734.764.6453
E-mail: sondramr@umich.edu

University of Missouri–Columbia

Columbia, MO
Geography, public affairs, political science, rural sociology, social work, agricultural economics. In-state tuition, possibility for assistantships, waivers and additional support.

Contact: Donald Spiers
Phone: 573.882.6131
E-mail: spiersd@missouri.edu

University of Missouri–Kansas City

Kansas City, MO
Master of Public Administration (MPA) with specialties in urban administration, nonprofit management, and health services administration. Benefits include wages from intern stipend, \$10,000; 6 credit hours tuition remission and possibilities for additional assistance.

Contact: David Renz
Phone: 816.235.2342
E-mail: renzd@umkc.edu

University of New Orleans

New Orleans, LA
Public administration, urban planning and urban studies with concentrations in housing/community development, land use/environment, historic preservation, urban anthropology, and nonprofit management.

Contact: Dr. Marla Nelson
Phone: 504.280.3110
E-mail: cupa@uno.edu

University of Notre Dame

Notre Dame, IN
Master of Nonprofit Administration (MNA). Fellows will receive \$10,500 (approximately 25% of the total tuition for 42 credit hour degree).

Contact: Kim Brennan
Phone: 574.631.3639
E-mail: kbrenna1@nd.edu

University of Oregon

Eugene, OR
Community and regional planning, public administration.
Contact: Megan Smith

Phone: 541.346.3881
E-mail: smith@uoregon.edu

University of Pennsylvania

Philadelphia, PA
Fels Institute of Government
Full-time and part-time Master of Governmental Administration (MGA) degree. Certificates in nonprofit administration, economic development & growth, politics, and public finance. Benefits include application fee waiver, a minimum of \$6,000 per year award for Fellows and assistance in paid internship placement.

Contact: Jaclyn Clevinger
Phone: 215.898.2600
E-mail: jaclyncl@sas.upenn.edu

School of Medicine – Public Health
Master of Public Health (MPH). Fellows will intern at nonprofit, public, and private organizations in Philadelphia and the surrounding area. Fellows receive a one-time \$6,000 scholarship towards tuition and are able to apply for an additional merit/need-based scholarship.

Contact: Jackie McLaughlin
Phone: 215.746-2043
E-mail: jmclaugh@mail.med.upenn.edu

University of Rochester

Rochester, NY
Master of Business Administration (MBA). Fellows will receive \$10,000 annual scholarships and will be eligible for additional merit-based aid.

Contact: Dan Struble
Phone: 585.275.2515
E-mail: dan.struble@simon.rochester.edu

University of South Carolina

Columbia, SC
Moore School of Business
International Master of Business Administration
Contact: Marcelo Frias
Phone: 803.777.4346
E-mail: gradinfo@moore.sc.edu

Center for Child and Family Studies
(Program Temporarily Suspended)
Multidisciplinary program (written/oral proficiency in Spanish required).

University of Southern California

Los Angeles, CA
Master's degrees in Public Administration, Public Policy, Health Administration, Planning, and Real Estate Development. Some Fellows can study at the Los Angeles or Sacramento campus. Each Fellow will receive a \$10,000 scholarship and is eligible for other merit-based awards.
Contact: Trina Chakraborty
Phone: 213.740.0550
E-mail: tchakrab@usc.edu

University of Vermont

Burlington, VT
Community and economic development,



25th Anniversary Fellows/USA

entrepreneurship, environment, agriculture, applied economics, management, strategic planning, marketing, public policy, healthcare, leadership, international public administration, human resources, budgeting/finance, organizational development, information technology.

Contact: Edward R. McMahon
Phone: 802.656.4565
E-mail: emcmahon@uvm.edu

University of Washington

Seattle, WA

Masters of Public Administration (MPA) with specializations in: international development, metropolitan and regional policy, social policy: poverty, education, and social welfare, science and technology policy, public and financial management, leadership, management, and decision-making, nonprofit management and philanthropy, environment and natural resource management

Contact: Alexandra (Alix) Furness
Phone: 206.616.1618
E-mail: aef4@u.washington.edu

University of Wisconsin–Milwaukee

Milwaukee, WI

Nonprofit management, urban studies, economics, geography, history, sociology, political science, English, urban planning, public administration.

Contact: Lisa Heuler-Williams
Phone: 414.229.6155
E-mail: heuler@uwm.edu

University of Wisconsin–Stevens Point

Stevens Point, WI

Fields relating to the environment, including natural resources, forestry, environmental education, youth

programming, land-use planning, wildlife, soil and water science.

Contact: Dr. Tim Ginnett
Phone: 715.346.4191
E-mail: tim.ginnett@uwsp.edu

University of Wyoming

Laramie, WY

American studies with concentration in education, geography, history, or literature.

Contact: Dr. Eric Sandeen
Phone: 307.766.3898
E-mail: esandeen@uwyo.edu

Western Illinois University

Macomb, IL

Business administration, economics, geography, health education, political science, and recreation, park, and tourism administration.

Contact: Karen Peitzmeier
Phone: 800.526.9943
E-mail: pcf@wiu.edu

Western New Mexico University

Gallup, NM

Elementary, secondary, or special education, counseling, educational leadership, interdisciplinary.

Contact: Dr. Patricia Maguire
Phone: 505.722.3389
E-mail: wnmupcf@hotmail.com

Willamette University

Salem, OR

MBA for business, government and not-for-profit management. Fellows will work with a variety of public and non-profit organizations in Oregon through the PACE program and other experiential

learning opportunities. Fellows are eligible for up to full tuition merit-based scholarships.

Contact: Aimee Akimoff
Phone: 503.370.6167
E-mail: aakimoff@willamette.edu

Xavier University of Louisiana

New Orleans, LA

Fast Track to Teaching Program for those interested in teaching math, science, business, social studies or special education.

Contact: Ahdija Donatto
Phone: 504.520.7533
E-mail: acbaker@xula.edu

Yale University

New Haven, CT

MacMillan Center for International & Area Studies International relations MA with concentrations in history, economics & political science, joint degrees available in forestry and environmental studies, management, law, or public health.

Contact: Alice Kustenbauder
Phone: 203.432.3418
E-mail: international.relations@yale.edu

School of Public Health

Master of Public Health (MPH). Fellows will complete internships with organizations in New Haven. Each Fellow will receive a minimum of \$5,000 and will be eligible for other merit/need-based scholarships and need-based grants.

Contact: Jacqui Comshaw
Phone: 203.785.2844
E-mail: ysph.admissions@yale.edu

Continued from page 2

Deadline: 1/17/2011. For more information and to apply, visit www.pedaids.org.

NEW BUSINESS DEVELOPMENT OFFICER • D.C.

Position available with Elizabeth Glaser Pediatric AIDS Foundation. Duties: guides development of proposals process; explores new funding opportunities; leads efforts to gather and analyze intelligence regarding upcoming new business opportunities; prepares successful response to solicitations; contributes to all aspects of proposal development. Qualifications: M.A. in related field, M.P.H preferred; three years' experience in new business development; experience working in Africa with international health and development programs or HIV/AIDS international public health arena preferred. Deadline: 12/21/2010. For more information and to apply, visit www.pedaids.org.

PROGRAM OFFICER FOR RESEARCH • D.C.

Position available with Institute for Reproductive Health, Georgetown University. Duties: provides technical and managerial support to international and domestic research and programs; coordinates headquarters support of field office; provides technical assistance and oversight to country representative. Qualifications: M.A. in public health or related field; four years' experience conducting family planning, reproductive health, maternal and child health, or other health-related programs and applied research in developing country settings. Deadline: 1/4/2011. For more information and to apply, email irhresumes@gmail.com; website: www.irh.org.

IMMIGRATION COUNSELOR • New York

Position available with Harlem YMCA New Americans Welcome Center. Duties: provides

case management for immigrant service referrals; develops community resources and workshops; conducts outreach; assists in fund development and annual fundraising campaigns; provides general administrative support. Qualifications: B.A./B.S. or combination of relevant education and experience; proficient with current technology and programs; French, Spanish, or Arabic fluency preferred. Salary: \$25K–\$30K. Deadline: 12/31/2010. For more information and to apply, email tkwok@ymcanyc.org; website: www.ymcanewamericans.org.

PROGRAM ASSOCIATE • New York

Position available with Seedco. Duties: manages all aspects of program design and proposal development process; identifies funding opportunities; writes proposals to private and corporate foundations and government agencies; assists with funder cultivation activities, data entry,

tracking, and reporting. Qualifications: M.P.A./M.B.A, or related degree; three years' relevant experience in non-profit setting; strong writing, analytical, interpersonal, and communications skills; private fundraising and grant experience. Deadline: 12/31/2010. For more information and to apply, email jobopenings@seedco.org; phone: 212.473.0255; website: www.seedco.org/about/position.php?id=1150.

SENIOR ASSOCIATE - HEALTH SECTOR • D.C.

Position available with Management Systems International. Duties: provides technical assistance to range of existing programs and projects; expands organization's portfolio in health

sector. Qualifications: M.P.H.; ten years' experience with international development; experience working in international global health and field experience preferred. Deadline: 12/22/2010. For more information and to apply, visit www.msiworldwide.com.

COMMUNITY, NATURAL RESOURCE AND ECONOMIC DEVELOPMENT AGENT • Sparta, Wis.

Position available with University of Wisconsin Cooperative Extension. Duties: accesses and applies research findings from fields of leadership and organizational development, community development, local government education, and business and economic development in order to

meet identified education needs. Qualifications: B.A./B.S. or M.A. in related field such as community development, economic development, urban and regional planning, leadership and organization development, or business; content knowledge in related professional field; significant related work experience. Salary: \$37,141–\$46,500. Deadline: 1/18/2011. For more information and to apply, email ces.jobs@uwex.edu; phone: 608.263.1945; website: www.uwex.edu/ces/hr/alljobs.cfm.

TEACHING POSITIONS • Various locations

Position available with Southern Teachers Agency. Duties: teaches pre-school-12th grade

Continued on page 13



Since 1961.

December 15, 2010

Dear RPCVs,

Before you apply for a position where noncompetitive eligibility (NCE) is a qualification, it is important to be sure you have current NCE status. Employers who are only looking for NCE candidates cannot hire someone without NCE status. In order to ensure that Federal agencies continue to promote this hiring mechanism, we ask you to not apply for NCE positions if you do not have current NCE.

About Your Noncompetitive Eligibility (NCE):

- RPCVs are awarded one year of noncompetitive eligibility that begins the day after their COS date. It can only be extended by the hiring agency (not Peace Corps) if an RPCV is in graduate school full-time, enters the military, or engages in another activity that the hiring agency thinks warrants an extension. NCE can be extended for two years beyond the initial one-year period, for a grand total of three years. Three years after the COS date, your NCE is no longer valid, regardless of your circumstances.
- RPCVs who have completed less than one year of service (including training time) will not receive NCE. However, the Country Director may issue certification to a Volunteer who has satisfactorily served for twelve consecutive months, including training, and whose termination is determined to be for reasons beyond the Volunteer's control. If you are not sure if you have NCE, please check the last paragraph of your Description of Service.
- Peace Corps staff members who have successfully completed 36 months of continuous service without a break in service of three days earn the status of noncompetitive eligibility (NCE) in applying for other Federal positions, which they retain until three years from the date that they separate from the Peace Corps. Please see 5 CFR 315.607 for the governing authority.
- For further questions regarding RPCV noncompetitive eligibility (NCE), please review the special federal employment issue of *Hotline*, May 15, 2008, at: <http://www.peacecorps.gov/multimedia/pdf/former/hotline/hotline051508.pdf>

If you have any questions about your remaining NCE, please feel free to contact us at 202.692.1430 or at rvs@peacecorps.gov. We wish you the best of luck in your post service job search.

Best regards,

Returned Volunteer Services

Peace Corps Response



Armenia

An [Education Quality Assurance Expert](#) is needed to advise the National Center for Professional Education Quality Assurance on the creation of a framework of rules and mechanisms for effective and efficient quality assurance provisions. The PCRV will provide training to counterparts and share best practices from the U.S. quality assurance industry.

Bulgaria

NEW! A [Marching Band Drum Teacher](#) is needed to help reestablish a high school marching band and provide instruction in percussion instruments. The Volunteer will conduct group and one-on-one instruction for those students who have demonstrated outstanding musical leadership. The PCRV will also assemble the appropriate repertoire and drill design, with the goal of being able to conduct a full performance.

NEW! A [Tourism Consultant](#) is needed to assist a regional development agency with the creation of a local tourism development strategy. The Volunteer will analyze strengths and weaknesses of current tourism strategies from 11 different municipalities and will use this data to create a strong regional strategy.

NEW! An [Educational Community Liaison](#) is needed to develop a comprehensive demonstration/training package for teachers encompassing a variety of hands-on teaching methods and strategies to use when working with troubled students. The Volunteer will also develop criteria for the selection of participating schools and will create a strategy for promoting the training package to the intended audience.

NEW! A [Social Activities Staff Trainer](#) is needed to provide training for social workers on how to conduct daily routine activities with mentally disabled adults. Training topics include: having meals, dressing, hygiene, basic health education, nutrition, labor therapy, social integration, and self-esteem. The PCRV will design and develop the training program, as well as conduct practical demonstration activities with staff.

Burkina Faso

NEW! An [Environmental Trainer of Trainers](#) is needed to educate students and community members on agroforestry techniques and assist in the development of a resource management plan for a farm training site. The PCRV will train out-of-school youth on water and soil conservation techniques using participatory demonstrations and interactive training modules.

[Monitoring and Evaluation Officers](#) are needed to assist the Ministry of Health in the development of simple data collection tools and the creation of a database and standard operating procedures. The Volunteer will train key health officials on how to properly complete data collection forms and detect and correct data errors.

El Salvador

A [Library and Learning Resource Center Coordinator](#) is needed to digitize a college agricultural library collection and create a professional resource center offering job and life skills training for university students. The PCRV will recommend appropriate library science software to use for cataloging the collection and will train library staff members to effectively operate and sustain the new system.

A [Youth Activities Coordinator](#) is needed to work on an outreach program designed to provide sexual and reproductive health education for youth throughout El Salvador. The PCRV will develop a coordinated approach to work with low income and rural youth on sexual and reproductive health and HIV education

Guyana

A [Monitoring and Evaluation Officer](#) is needed to design and implement tools and protocols to assess the effectiveness and impact of non-discrimination workplace policies, specifically related to HIV/AIDS. The Volunteer will help build the capacity of local business leaders to develop and utilize monitoring and evaluation tools, data analysis, and reporting of qualitative and quantitative research.

[Literacy Specialists](#) are needed to work with village teachers and parents to train adults in locally appropriate methods of teaching reading to indigenous language speakers. The Volunteers will also work to develop effective reading encouragement programs for village teachers, children, and families.

A [Reading Specialist](#) is needed to train special education teachers on strategies for teaching reading to children with learning disabilities. The Volunteer will also redesign the school's reading curriculum and work to develop a reading program targeted specifically towards children with special needs.

A [Behavior Management Specialist](#) is needed to train special education teachers on strategies for effectively managing and educating students with learning disabilities and behavioral disorders. The Volunteer will also assist in developing monitoring and evaluation indicators for individual learners to measure progress.

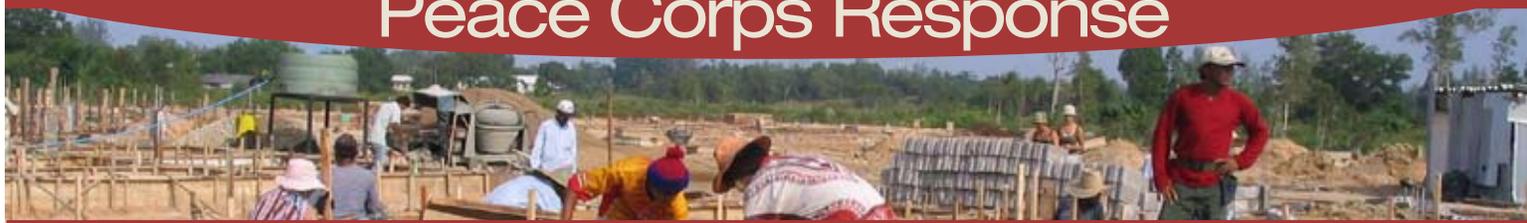
An [HIV/AIDS Program Officer](#) is needed to advise staff members of a local institute working to fight AIDS on effective project management for a new evidence-based HIV prevention strategy called Popular Opinion Leader. The Volunteer will collect a needs assessment to determine training needs and will provide targeted training to staff members.

A [Remote Community Electrician Advisor](#) is needed to train members of a rural community in general electrical and solar maintenance and repair, electrical wiring, and solar and electrical equipment troubleshooting and problem solving. The PCRV will also work with the community to develop a plan for distribution of power resources around the community to ensure maximum sustainability and efficiency.

A [Mechanical/Electrical Engineer Trainer](#) is needed to train community members in the repair and maintenance of solar and wind energy equipment. The PCRV will work with a counterpart to identify training participants and needs, and then design and facilitate hands-on trainings and demonstrations on the repair of electrical machinery.

A [Water and Sanitation Specialist](#) is needed to develop educational materials and increase knowledge about proper waste disposal, access to potable water, and recycling for

Peace Corps Response



environmental health. The Volunteer will facilitate training on appropriate solid waste management and water sanitation, and document the project and training techniques in a manual for the community.

NEW! A [Civil Engineer](#) is needed to conduct training for local government civil engineering departments in the design, supervision, monitoring, and evaluation of projects. The PCRV will develop a training manual and will prepare a team of trainers to conduct training to other local government employees.

NEW! A [Botanical Garden Program Advisor](#) is needed to provide assistance to the National Parks Commission in the implementation of community development programs and activities involving botanic gardens. The Volunteer will assist in the design of income-generating activities for the gardens and the development of a tracking system to determine the number of plants produced, sold, and planted in the nursery.

Lesotho

A [Planning and Development Officer](#) is needed to advise the college rector and other faculty members on institutional strengthening and organizational development. The PCRV will identify existing and potential sources of funding for the College and strengthen fundraising efforts for individual departments.

Malawi

A [Program Support Officer](#) is needed to provide programmatic technical support to an HIV Health Commission in the areas of planning, implementation, monitoring and reporting, accountability, and efficiency. The PCRV will assess the existing program management system, identify gaps and bottlenecks, and then suggest ways to strengthen systems through resource mobilization and partner collaboration.

A [Financial Advisor](#) is needed to provide coaching to an HIV Health Commission finance team on effective financial management, accountability, and reporting. The PCRV will review and verify all grant

transactions, documents, and financial statements and ensure their authenticity and compliance with policies, regulations, and accepted accounting principles.

Mali

NEW! A [Water and Sanitation Field Supervisor](#) is needed to train community health workers, women's groups, and school personnel to promote improved hygiene behaviors (e.g., clean face, hand-washing, and regular latrine use at home). The Volunteer will work closely with the staff of the targeted health areas to coordinate supervision and training of latrine construction and hand washing stations.

Morocco

[NGO Development Specialists](#) are needed to provide training and assistance to NGOs in organizational development and management, project design and management, human resources development, and grant writing. The Volunteers will develop a training manual addressing these topics and others such as budgeting, financial management, public relations, and collaboration.

Namibia

NEW! A [Basket Project Assistant](#) is needed to provide training in small business skills for a local nonprofit that manages a basket weaving livelihood project for out-of-school girls. The Volunteer will train staff members on financial recording, emailing, mailing/shipping, and documentation of transactions. The PCRV will also evaluate the current basket project process and make recommendations for improvements.

Niger

NEW! A [Resource Development Volunteer](#) is needed to assist the West African Museums Program with identifying funding sources for their project proposals. The Volunteer will seek potential sources of funding, research relevant Africa and non-Africa based funding sources, and prepare summaries of their requirements.

The PCRV will also help with preparing, writing, and editing the Museums Program bulletin.

NEW! An [IT Specialist](#) is needed to provide training to the staff members of the West African Museums Program on how to perform routine maintenance and updates to their website. The PCRV will help re-launch the website and manage website-generated correspondence. The Volunteer will also create and maintain a membership database and an electronic newsletter template.

NEW! A [Records Management Trainer](#) is needed to help municipal leaders from the Urban Community of Zinder to organize and safeguard data for the delivery of crucial public services. The Volunteer will assist with a number of record keeping and public health capacity building initiatives, including: database computerization training, household waste management, computer literacy, and managerial support.

NEW! A [National Museum/Zoo Assistant](#) is needed to support the preservation, restoration, and conservation of cultural goods and artifacts in the National Museum of Niger. The PCRV will monitor and evaluate living conditions and sanitation of animal enclosures and assist with the daily keeper tasks of cleaning and feeding animals.

Panama

An [Agribusiness Specialist](#) is needed to train Panamanian agriculture extensionists and local producers in agribusiness planning and management skills. The PCRV will conduct an initial analysis of current agribusiness knowledge and practices in the community. The Volunteer will then prepare weekly presentations for producers and training of trainers workshops for extensionists.

An [Assistant Library Organizer](#) is needed to assist with developing programming and public awareness campaigns for a new state-of-the-art library in Boquete, Panama. The PCRV will be responsible for acquiring appropriate books, cataloging materials, training volunteers, developing literacy projects for adults and children, and ensuring that library materials are available and user-friendly to all ages.

Peace Corps Response



Philippines

An [Occupational Therapy Specialist](#) is needed to develop a training manual for staff, community volunteers, and parents of children with motor disabilities and delays. The PCRV will provide training to caregivers and demonstrate techniques and strategies for handling children with motor problems and delays.

A [Community Livelihood Consultant](#) is needed to assist with the development of a system that would create jobs in a resettlement site for families who have recently been relocated from slum neighborhoods in Manila. The PCRV will assist in the identification of livelihood sources and opportunities in the local community using value-chain analysis and livelihood resource mapping.

A [Special Education Consultant](#) is needed to review the programs and services of GPREhab, an NGO that works with persons with disabilities. He or she will conduct consultation dialogues and focus group discussions with key staff, children, and youth. The PCRV will develop a life skills training manual and train staff and community workers on how to conduct life skills trainings with youth with intellectual disabilities.

NEW! A [Disaster Risk Management Specialist](#) is needed to review the structure of a municipal disaster operations center and the viability of their disaster preparedness plan. The PCRV will assess the employees' understanding of disaster risk management and planning. The Volunteer will also recommend strategies to strengthen the center's operations in both disaster and non-disaster situations.

NEW! [Swift Water Rescue Trainers](#) are needed to strengthen the response capabilities of local swift water and whitewater emergency responders. The Volunteer will conduct site visits to perennial flooding areas and prepare necessary training sessions for volunteer first responders. The PCRV will also develop a training manual that will be adopted as a standard guideline on swift water rescue and emergency response.

NEW! A [Video and Audio Editor](#) is needed to assist a local NGO that is working to develop

a television program called "Glimpse" that will serve as a valuable tool for advocating children's rights and combating child abuse, neglect, and exploitation. The PCRV will train staff members on video coverage, video editing, and audio editing.

NEW! An [Environmental Conservation Program Officer](#) is needed to assist the Palawan Conservation Corps—which provides opportunities for out-of-school youth to restore and conserve the natural resources in their communities—with grant writing, strategic planning, marketing, and organizational development activities.

NEW! A [Drug Rehabilitation Planning Officer](#) is needed to develop a comprehensive needs assessment and policy proposal for a local rehabilitation center. A holistic assessment needs to be undertaken that will encompass all aspects of operations, including the screening and admission process, residential treatment program, and aftercare and follow-up program.

Saint Kitts

An [NGO Development Advisor](#) is needed to help establish a diabetes management center on the island of Saint Kitts and Nevis. The PCRV will draft a program budget, prepare an implementation and evaluation plan, and provide assistance on matters relating to resource mobilization, fundraising, project design, grant writing, project proposals, and management.

NEW! An [HIV/AIDS Prevention Advisor](#) is needed to train leaders of a local NGO on research, computer skills, and facilitation and presentation skills. The PCRV will support the organization in developing targeted behavior change communication strategies for at-risk populations. The Volunteer will also form a strategy for recruitment of new members, strategic partners, stakeholders, and patrons.

Saint Lucia

A [Special Education Program Developer](#) is needed to assess the current state of the Ministry of Education's special education unit and create a plan to guide the program in a positive direction. The PCRV will form

a leadership team to enhance the special needs education sector and promote more effective ways to meet the needs to the targeted population.

A [Monitoring and Evaluation Officer](#) is needed to assist in evaluating a "Why Try?" program for students at risk of dropping out of school. The PCRV will track the students' progress in areas including: academic performance, problem solving skills, self-esteem, communication skills, classroom behavior, critical thinking skills, and their use of positive support systems.

A [Music Teacher of Stringed Instruments](#) is needed to conduct teacher training workshop sessions for local string teachers and ensembles. The PCRV will employ and demonstrate counseling techniques for a youth orchestra social inclusion program. The PCRV will also teach individual and group classes for members of the primary and secondary schools' string orchestra and advanced string ensemble.

A [Program Development Officer](#) is needed to help increase awareness among St. Lucian men on the important role that they play in issues such as: strengthening reproductive and sexual health for men and women, reduction of STI and HIV infection, addressing substance abuse, creating healthy families, and reduction of gender-based violence.

Saint Vincent

A [Speech Therapy Training Coordinator](#) is needed to provide technical training to the staff of the Helping Hands Center in speech training for persons with disabilities. The PCRV will work directly with staff to identify speech problems amongst the student population. The Volunteer will also train staff members in assessing the language skills of students.

An [Information Technology Coordinator](#) is needed to help build the capacity of parents and caregivers to implement enriching education opportunities for young children using technology as the medium of instruction. The PCRV will develop a website and family literacy implementation plan while overseeing implementation and providing technical support.

Peace Corps Response



NEW! A [Behavior Change Communication Facilitator](#) is needed to assist a progressive community organization in the planning and implementation of expanded peer counselor programs for at-risk youth. The PCRV will work with Peace Corps Volunteers, community organizations, and schools to identify a minimum of 20 youth and young adults in each target community for monthly education workshops and peer counselor trainings.

Tonga

An [NGO Development Advisor](#) is needed to further the education of Tongan business women by organizing trainings for women's groups and conducting sessions on multiple business topics for women in Tonga. The PCRV will assist Tonga in furthering the development of women's groups that promote entrepreneurship and best business practices by giving sound advice and assisting with proposal writing efforts.

NEW! A [Communication Officer](#) is needed to assist an environmental protection association with public awareness programs on proper disposal of solid waste. The PCRV will develop and implement a radio and television campaign, maintain a website, and write regular blog entries. The Volunteer will also create monthly newsletters and write press

How to Apply

For additional assignments and more detailed descriptions of these assignments, including the required qualifications, visit the Peace Corps Response website at www.peacecorps.gov/response, or call 202.692.2250 or 1.800.424.8580, ext. 2250. Applications can be completed online at www.peacecorps.gov/response.

releases, as well as visit and give presentations to students at schools.

NEW! An [IT Training and Curriculum Consultant](#) is needed to develop a curriculum and teacher guide for the IT diploma course at the Tonga Institute of Higher Education. The PCRV will train IT teachers to implement the new curriculum and incorporate the teacher guide into their daily classroom teaching.

Uganda

A [Cooperative Financial Services Consultant](#) is needed to build the capacity of a national consortium of cooperatives to develop strategies for internal resource mobilization and sustainable funding. The PCRV will mentor and train staff in program implementation, including the design of a governance, management, and operating system.

[Mentors to the Primary Teachers Colleges](#) are needed to help build the capacity of the college administration (which includes the principal, deputy principal, heads of program, and the registrar) to develop and implement targeted programs to support teachers' continuous professional development in topics such as instructional materials, group work, demonstrations, gender equity strategies, literacy, numeracy, and life skills.

Zambia

A [Monitoring and Evaluation Specialist](#) is needed to build the capacity of organizations working to deliver high-quality programs to adolescent girls. The PCRV will hold quarterly meetings with organizations to develop project proposals and work plans related to HIV/AIDS, reproductive health, poverty, gender, and youth.

An [Agro-Business Specialist](#) is needed to facilitate and coordinate capacity building of partners and local farmers associations in relation to agribusiness management and market development skills. The PCRV will assess current agribusiness strategies and support the development of revised business management and marketing plans for local farmers associations.

NEW! Nine [Public Health Logistics Officers](#) are needed to work on a USAID-funded initiative called "Prevention of Mother to Child Transmission" for JSI Research and Training Institute. The PCRVs will develop provincial, district, and facility level ministry staff knowledge and transfer skills in supply chain management, including logistics supervision and monitoring at urban and rural health centers and health posts.

Your first year of membership in the National Peace Corps Association is FREE!

- Add a Returned Peace Corps Volunteer group based on country of service, geographic region, or interest
- Connect with thousands of RPCVs around the U.S.
- Continue to receive WorldView magazine
- Make your voice heard on important advocacy issues.



**National
Peace Corps
Association**

Visit www.PeaceCorpsConnect.org/free to join.

Want a more personal connection? RPCV Mentors can ease the transition home and help you make the most of Peace Corps community resources. They get it!

Learn more at www.RPCVMentoring.org.



Continued from page 8

private school; makes difference in children's lives; leads extracurricular activities with enthusiasm. Qualifications: B.A./B.S.; content mastery; enthusiasm for teaching; vibrant nature. For more information and to apply, visit www.southernteachers.com.

COLDFUSION/JAVA SOLUTIONS DEVELOPER • D.C.

Position available with Management Systems International. Duties: produces web applications for organization's clients in U.S. and around world; assists global partners in their work in field of international development. Qualifications: B.A./B.S.; five years' strong experience with enterprise relational database products; five years' hands-on experience developing complex web applications on ColdFusionMX. Deadline: 12/22/2010. For more information and to apply, visit www.msiworldwide.com.

SENIOR MANAGER, CORPORATE MARKETING AND COMMUNICATIONS • DC

Position available with Population Services International. Duties: manages portfolio of partnerships; serves as advocate for organization with non-governmental organization community; leads strategy development and solicitation of corporate partnerships; meets annual fundraising goal; oversees and executes online giving strategy for organization's website. Qualifications: B.A./B.S. in marketing, communications, business, international relations, or related field; six years' experience in marketing, project management, global health, partnership and business development, or corporate social responsibility; advertisement agency experience preferred. Deadline: 1/28/2011. For more information and to apply, visit www.psi.org.

AGRIBUSINESS AND FOOD SECURITY PRACTICE LEADER • Arlington, Va.

Position available with CARANA Corporation. Duties: provides intellectual leadership, technical input, and management support for organization's agribusiness and food security projects; leads organization's development of competitive agribusiness and food security practice area. Qualifications: M.A. in discipline related to agribusiness, food production, food security, and poverty reduction; ten years' progressive work experience in international development; extensive experience with USAID, USDA, and World Food Program; strong analytical skills that show understanding of current technical food production and security concepts. For more information and to apply, visit www.carana.com/index.php/employment/employment-homeofficeopportunities.

SENIOR LOGISTICS MANAGER • New York

Position available with Computers for Youth. Duties: manages shipping and receiving operations in warehouse; manages school logistics involved with executing Family Learning Workshops as part of organization's Take IT Home program; supervises four full-time staff and 35 part-time staff; reports to managing director. Qualifications: B.A./B.S.; experience in event or project planning; experience in direct management; customer service experience; proven organization and problem-solving skills; strong written and oral communication skills; ability to work independently; ability to set priorities and adjust when priorities change. For more information and to apply, email jobs@cfy.org; phone: 212.563.7300; website: www.cfy.org.

DENVER TEACHER RESIDENCY • Denver, Colo.

Positions available with Denver Public Schools. Duties: trains to be teacher in one of the following areas: K-5 general education in English or Spanish; K-5 special education in English or Spanish, or 6-12 math education; receive one year of classroom training with lead teacher; receives M.A. from University of Denver. Qualifications: B.A./B.S.; undergraduate GPA of 2.75 or higher. Salary: \$10K as resident; \$42K as Denver Public School teacher. Deadline: 2/14/2011. For more information and to apply, email juanpablo_pardi@dpsk12.org; phone: 720.423.1239; website: www.denverteacherresidency.org.

EXECUTIVE DIRECTOR • Fort Washakie, Wyo.

Position available with Wind River Development Fund. Duties: reports to board of directors; leads organization in all areas. Qualifications: B.A./B.S. in business or related field; five years'

experience in management or an equivalent combination of education and experience; experience in community development preferred. Salary: \$60K-\$70K. For more information and to apply, email pdickinson@wrdf.org; phone: 307.335.7330; website: www.wrdf.org.

PROGRAM MANAGER • San Jose, Calif.

Position available with Opportunity Fund. Duties: leads financial literacy and matched savings program; manages new account enrollment, process improvement, and new product implementation; supervises team; provides strategic direction. Qualifications: two years' project management experience; two years' supervisor experience; fluency in Spanish or Vietnamese preferred; strong communication and decision making skills. Deadline: 12/31/2010. For more information and to apply, email idajobs@opportunityfund.org; website: www.opportunityfund.org.

TRAVEL WRITERS • Various Locations

Positions available with Other Places Publishing. Duties: research and write travel guides about respective countries of service; offer more local perspective; include practical information geared towards independent travelers. Qualifications: unique insight into country of service; passion for country's history, people, and culture; knowledge of hidden or "off the beaten path" spots along with staple tourist attractions; ability to write with flare and keep reader engaged. For more information and to apply, email editor@otherplacespublishing.com; website: www.otherplacespublishing.com.

REGIONAL FINANCE OFFICER • Portland, Ore.

Position available with Mercy Corps. Duties: maintains effective contact with field country offices; prepares required reports to organiza-

Tips from the Certification Specialist

Did you COS in 2010? Make sure that your contact information is up-to-date by January 7, 2011, so you receive your W-2! Peace Corps will be sending W-2s in the last week of January. To ensure that we have enough time to update your mailing address in our system, please update your information today at www.peacecorps.gov/rpcv/info! If you have tax specific questions please send them to taxhelp@peacecorps.gov. Happy tax time!



~ Nicolette Fertakis,
Peace Corps Certification Specialist

tion and donor agencies; monitors grant-level cash flow; submits funding requests to donor agencies; reviews and assesses country compliance; monitors country field financial staff training needs. Qualifications: B.A./B.S. or equivalent in accounting or relevant field; five years' finance and management experience; two years' experience managing grants; two years' international non-governmental experience; demonstrated experience and skill with budget preparation and analysis; knowledge of rules and regulations governing compliance and regulatory management of grants from U.S. government. Deadline: 2/6/2011. For more information and to apply, email recruiting@mercycorps.org; website: www.mercycorps.org.

SENIOR TECHNICAL PUBLICATIONS MANAGER • Watertown, Mass.

Position available with Pathfinder International. Duties: develops, writes, and edits technical documents for field offices and headquarters; manages process of writing editing, promotion, and dissemination of organization's technical materials, including program overviews, case studies, tools, job aids, and training manuals. Qualifications: graphic design and desktop publishing experience; experience in supervising hiring and management of consultants who provide technical writing, editing service, guidance, or peer review in technical communications to organization staff; experience in conceptualizing, marketing, and editing. Deadline: 1/31/2011. For more information and to apply, email ccurti@pathfind.org; phone: 617.924.7200, ext. 409; website: www.pathfind.org.

TEACHER TRAINER JOBS • Malaysia

Positions available with Teach Away Inc. Duties: share knowledge and expertise while working on professional development and training initiatives. Qualifications: B.A./B.S.; teaching English as second language certificate or equivalent; two years' experience teaching English; experience in South East Asia preferred. Salary: \$1,054–\$1,505/month. Deadline: 12/31/2010. For more information and to apply, email kate@teachaway.com; phone: 604.628.3433; website: www.teachaway.com/content/teaching-jobs-malaysia.

PROGRAM ASSOCIATE • D.C.

Position available with IREX. Duties: coordinates program activities; collects information about activities implemented on ground; tracks program expenditures; reviews program budgets; supports impact assessment activities; assists in developing publications; updates publicity materials and program web pages; assists in compiling information and drafting quarterly program reports for funder; completes other administrative and programmatic duties as needed. Qualifications: B.A./B.S. in related field; M.A. preferred; one year's experience in administration of international assistance program or experience living and working abroad; familiarity with principles of impact assessment and research methods; excellent interpersonal and organization skills. For more information and to apply, visit <http://careers.irex.org/Openings.aspx>.

INTERNATIONAL DATA PROCESSING SPECIALIST • Calverton, Md.

Position available with ICF International. Duties: develops and maintains software systems

for data entry, editing, imputation, and analysis for paper-based population surveys in developing countries; develops and supports personal data assistant and tablet based computer-aided interviewing systems in developing countries; builds capacity in implementing agencies worldwide via workshops. Qualifications: B.A./B.S. in computer science, demography, public health, or related field; M.A. preferred; proficient programming skills in programming language; experience using CSPro beneficial; ability to travel internationally. Deadline: 12/31/2010. For more information and to apply, email okranz@icfi.com; website: icfi.taleo.net/careersection/icfi_prof_ext/jobdetail.fl?lang=en&job=2374.

ACCOUNTS PAYABLE ACCOUNTANT • Bethesda, Md.

Position available with University Research Co., LLC - Center for Human Services. Duties: reviews invoices for appropriate documentation, account codes, invoice amount, and approval; processes accounts payable vouchers, check requests, and reconciliation transactions; prepares checks; maintains all accounts payable information, reports, spreadsheets, and corporate accounts payable files. Qualifications: B.A./B.S. or five years' experience; M.A. preferred; three years' experience in bookkeeping, accounting, financial data management, and U.S. government contracting preferred; two years' experience with Microsoft Excel; USAID contracting experience preferred; demonstrated understanding of general ledger accounts; experience using DELTEK GCS Premier accounting preferred. For more information and to apply, visit www.urc-chs.com.

PROGRAM OFFICER - GENDER EQUITY • D.C.

Position available with Academy for Educational Development. Duties: coordinates project implementation in African countries; tracks program activities; evaluates program and financial progress on country-by-country basis; prepares semi-annual progress summaries; facilitates training workshops; conducts monitoring and evaluation visits and reports. Qualifications: M.A.; six years' relevant work experience; knowledge of education system in Africa; familiarity with USAID and U.S. government regulations. Deadline: 1/6/2011. For more information and to apply, visit www.aed.org/Employment/AED-Current-Openings.html.

FINANCE TRAINING OFFICER • Portland, Ore.

Position available with Mercy Corps. Duties: develops overall departmental training strategy; develops, documents, and delivers finance- and compliance-related training programs for field-

Ask Hotline

Q: Can I use my noncompetitive eligibility to get a job with the Peace Corps?

A: Yes, you can! Peace Corps has recently begun accepting noncompetitive eligibility from RPCVs applying for full-time paid positions. Learn more about how to apply at: The RPCV Noncompetitive Employment Program (<http://www.avuecentral.com/vacancy.html?ref=MZKRY>)





based and headquarters staff that support field. Qualifications: B.A./B.S. in finance, accounting, or related business field; five years' finance experience, including accounting, budgeting, and financial management; three years' experience in finance department of non-government organization with international assistance operations; understanding of grant management and major international donor rules, especially U.S. government regulations; advanced computer skills in Microsoft Office programs, particularly Excel; experience with complex general ledger software. Deadline: 2/4/2011. For more information and to apply, phone: 503.896.5800; website: www.mercycorps.org/jobs.

REPRODUCTIVE HEALTH TECHNICAL ADVISOR • D.C.

Position available with Population Services International. Duties: develops guidelines and tools for monitoring and documenting provider compliance with quality standards; coordinates country-level audits and quality improvement plans; develops guidelines and tools to facilitate country development. Qualifications: M.A. in relevant subject area; M.P.H. preferred; two years' experience designing, developing, and providing support to health service delivery networks or franchises; two years' experience supporting family planning demand creation programs. Deadline: 2/5/2011. For more information and to apply, visit www.psi.org.

TECHNICAL ADVISOR - REPRODUCTIVE HEALTH • D.C.

Position available with Population Services International. Duties: works with reproductive health team to identify and disseminate information on latest technologies and best practices; facilitates information exchange between organization's programs; develops corporate strategies for increasing quantity and quality of reproductive health programs. Qualifications: M.A. in relevant field; M.B.B.S. or M.D. preferred; two years' work experience in developing country; experience in organization's overseas platform preferred. Deadline: 2/4/2011. For more information and to apply, visit www.psi.org.

PROGRAM OFFICER • Arlington, Va.

Position available with International Relief and Development. Duties: identifies and formulates disaster preparedness programs; oversees strategic analysis; coordinates disaster response activities; generates relief resources through preparation of proposals. Qualifications: M.A. in international development or related field; five years' progressively responsible experience in emergency relief and humanitarian assistance; on-the-ground field experience in needs assess-

Peace Corps Digital Library
<http://collection.peacecorps.gov/>

SUBMIT NOW!

Have any photos or stories from your Peace Corps experience?

ment analysis; five years' experience working in non-governmental organization. Deadline: 1/29/2011. For more information and to apply, visit www.ird.org.

ENVIRONMENTAL EDUCATOR • Southern Outer Banks, N.C.

Position available with Sound to Sea. Duties: teaches class topics ranging from island ecology to coastal cultures and human impact; creates classes to work with birds of prey and salt- and fresh-water aquaria; participates in overnight duty shift once every two weeks. Qualifications: B.A./B.S. in science preferred; teaching experience preferred; ability and desire to work with elementary students through senior adults in small and large groups; creativity, flexibility, and sense of humor; first aid and CPR training. Salary: \$250/week; room and board. For more information and to apply, email soundtosea@trinityctr.com; phone: 252.247.5600, ext.21; website: www.trinityctr.com/soundtosea.

GLOBAL RECRUITER • Boston, Mass.

Position available with Clinton Health Access Initiative. Duties: establishes and maintains strong working relationships with hiring managers in more than 40 countries; acts as advisor to hiring managers to determine staffing needs and profiles for each open position; sources, screens, and develops pipeline of qualified candidates to fill organization's hiring needs. Qualifications: three years' experience working in recruitment; experience in recruiting for international positions and working with international hiring

managers preferred; strong written and oral communication skills; strong interpersonal skills; strength in developing and maintaining client management relationships. Salary: \$35K. Deadline: 1/14/2011. For more information and to apply, email dmendieta@clintonhealthaccess.org; phone: 617.774.0110; website: <https://careers-chai.icims.com/jobs/1941/job>.

CASE MANAGER • Baltimore, Md.

Position available with Baltimore CASH Campaign. Duties: provides case management to minimum of 30-35 older adults monthly; coordinates day-to-day program operations; builds financial security for older adults in Baltimore area; raises visibility of economic security initiative; participates in preparation and successful implementation of quarterly committee meetings. Qualifications: educational background in social work, counseling, financial education, education, or related field; B.A./B.S. preferred; track record providing quality case management services; comfort navigating complex systems; ability to travel to multiple locations in Baltimore to provide services. Salary: \$29K-\$33K. Deadline: 12/31/2010. For more information and to apply, email info@baltimorecashcampaign.org; website: www.baltimorecashcampaign.org.

PROGRAM ASSISTANT/BENEFITS ANALYST • New York

Position available with Seedco. Duties: researches, specifies, and documents eligibility rules for public and private benefits in multiple

states; develops test households and cases; ensures rules are being applied correctly and accurately. Qualifications: B.A./B.S.; strong analytical and research skills; excellent computer skills, including Microsoft Office, PowerPoint, Access, and Adobe Professional; experience with computer programming or logic modeling preferred. Deadline: 1/1/2011. For more information and to apply, email jobopenings@seedco.org; phone: 212.473.0255; website: www.seedco.org/about/position.php?id=1149.

International

AFRICA AND ASIA RECRUITER AND SCOUT • Various Locations in Asia and Africa

Position available with One Acre Fund. Duties: recruits new talent to join team; travels approximately 300 days per year throughout Africa and Asia. Qualifications: strong independent problem-solving skills; ability to self-manage; strong overall judgment. Salary: \$15K. Deadline: 1/31/2011. For more information and to apply, email barrett.prinz@oneacrefund.org; phone: 646.263.0568; website: www.oneacrefund.org.

TECHNICAL ADVISOR - MARKETING AND COMMUNICATION • Cambodia

Position available with Population Services International. Duties: plays lead role in converting marketing ideas, concepts, and theories into programmatic reality and impact with teams; leads strategic thinking with teams through development of actionable marketing plans for products, services, and communications. Qualifications: M.A. in relevant field; five years' work experience in developing country; five years' management experience, preferably in Asia region; private-sector marketing experience preferred; exceptional understanding of marketing principals and concepts. Deadline: 1/22/2011. For more information and to apply, visit www.psi.org.

PROGRAM ASSOCIATE • Kenya, Rwanda, and Burundi

Positions available with One Acre Fund. Duties: lead new crop trials and configurations; streamline financial systems; expand program enrollment and efficiency. Qualifications: strong independent problem-solving skills; ability to self-manage; strong overall judgment. Salary: \$10K–\$15K. Deadline: 1/31/2011. For more information and to apply, email www.oneacrefund.org; phone: 646.263.0568; website: www.oneacrefund.org.

COMMUNICATIONS TECHNICAL ADVISOR • Sudan

Position available with Population Services International. Duties: supervises communication manager, coordinator, officer, and team of staff; develops evidence-based communications plans and strategy documents; manages design and production of communications, packaging, and public relations materials. Qualifications: B.A./B.S. in business administration, mass communications, international relations, international development, or public health; M.A. in health-related or social sciences discipline preferred; strong communication skills. Deadline: 1/22/2011. For more information and to apply, email malli@psi-sudan.org.

OFFICE MANAGER • Kyiv, Ukraine

Position available with MPRI. Duties: handles administrative and procurement responsibilities; supervises staff of four Ukrainian employees; coordinates activities for travel consultants. Qualifications: previous experience and responsibilities in office administration, logistics, and procurement; Russian or Ukrainian language proficiency preferred. Salary: \$4,250/month. Deadline: 12/31/2010. For more information and to apply, email marc.cagle@1-3com.com; website: www.mpri.com/web.

PROGRAM INTERN • Cusco, Peru

Position available with United Planet. Duties: communicates daily with Boston office team; welcomes new volunteers weekly; supports volunteers; communicates with host families, volunteer site managers, and Spanish language school director; plans and leads group activities; solves problems on ground. Qualifications: experience in cross-cultural communication; experience living or traveling extensively abroad; friendly and energetic attitude; compassion for novice travelers; ability to solve problems resourcefully; excellent organizational skills; attention to details; excellent leadership and communication skills; Spanish language fluency. Deadline: 1/31/2011. For more information and to apply, email team@unitedplanet.org; phone: 617.267.7763; website: www.unitedplanet.org.

PUBLIC SCHOOL ENGLISH TEACHING JOBS • Japan

Positions available with Teach Away Inc. Duties: teach English at public school; teach alongside Japanese teacher of English, or alone; experience culture, landscape, and food. Qualifications: B.A./B.S.; interest in living and working in Japan. Salary: \$3K/month. Deadline: 12/31/2010. For more information and to apply, email adrian@teachaway.com; phone: 416.628.1386; website: www.teachaway.com/content/teach-english-japan.

PROJECT LEADER • Thailand or Vietnam

Position available with ISV Foundation. Duties: leads groups of international volunteers on two-week conservation, community development, youth development, and child welfare volunteer projects; leads volunteer teams consisting of approximately 8–13 university student volunteers from North America and Europe, ages 18–25. Qualifications: B.A./B.S.; experience overseas; experience in South East Asia preferred; strong leadership, problem solving, and organizational skills; Thai or Vietnamese language skills preferred. Salary: \$400–\$750/project. Deadline: 1/31/2011. For more information and to apply, email chad@isvonline.org; phone: 66.080.031.6246; website: www.isvonline.org.

PUBLIC SCHOOL TEACHING JOBS • Abu Dhabi, United Arab Emirates

Positions available with Teach Away Inc. Duties: teach English, math, and science at elementary level, or English at secondary level; take part in world's largest education reform. Qualifications: B.A./B.S.; accredited teaching qualification or certification; one year's full time, post-qualification teaching experience. Salary: \$3,300–\$5,500/month. Deadline: 1/15/2011.



Looking for Something?

The RPCVNetwork has moved to Google. Join thousands of RPCVs at <http://groups.google.com/group/rpcvnetwork>



For more information and to apply, email ash@teachaway.com; phone: 416.840.5736; website: www.teachaway.com/content/teaching-public-schools-abu-dhabi.

INTERNATIONAL EXPERIENTIAL EDUCATORS • Various locations worldwide

Position available with Where There Be Dragons. Duties: offers formal and informal lessons on wide range of subjects including history, culture, language, and ethical wilderness travel; ensures safety of student group; works with fellow instructors to facilitate successful group dynamics. Qualifications: foreign language fluency; experience leading groups; ability to navigate challenging environments within developing countries; capability to instruct safe, educational, dynamic, and engaging course. Deadline: 3/31/2011. For more information and to apply, email christina@wheretherebedragons.com; website: www.wheretherebedragons.com/staff/employ.html.

PROGRAM MANAGER – SOCIAL WATER MANAGEMENT • Kunduz, Afghanistan

12-month position available with Mercy Corps. Duties: coordinates, administers, and directs supervision of day-to-day implementation of program for twelve months; builds capacity of national staff team; coaches and mentors deputy program manager to take over responsibilities after one year. Qualifications: B.A./B.S. in soil and water management or engineering; M.A. preferred; three years' experience focused in participatory irrigation management of development programs involving rural communities to promote sustainable development; experience with European grants management and compliance; experience coordinating with international agencies and government bodies; ability to build staff capacity; excellent team-building, management, and interpersonal skills. For more information and to apply, visit www.mercycorps.org/jobs.

PROJECT DIRECTOR • Beirut, Lebanon

Position available with METI, Inc and U.S. Forest Service. Duties: provides strategic direction for forest nursery development, reforestation, extension agents, conservation, and sustainable financing; provides reporting and program implementation information on regular basis. Qualifications: five years' experience managing USAID projects overseas; experience in Middle East; experience in natural resources and forestry; ability to work well with multi-level stakeholders; strong interpersonal skills; demonstrated leadership skills; Arabic or French language fluency preferred. Deadline: 12/28/2010. For more information and to apply, email ayshaghadi@fs.fed.us; phone: 202.219.6585; website: www.fs.fed.us/global.

DIRECTOR OF RURAL OPERATIONS • Antigua, Guatemala

Position available with Partner for Surgery. Duties: works with organization's local managers and local medical authorities to organize medical evaluations; coordinates surgical missions, nutrition, and radio programs; manages sub-directors and 30 Guatemalan health promoters. Qualifications: B.A./B.S.; strong oral and written communication skills; superior organizational skills; attention to detail; comfort with extensive travel; valid driver's license; Spanish language fluency. Salary: \$1K/month. Deadline: 1/6/2011. For more information and to apply, email ruralops@partnerforsurgery.org; phone: 011.5.025.706.2502; website: www.partnerforsurgery.com.

COMMUNITY LIAISON • Laguna San Ignacio, Baja, Mexico

Position available with Philanthropiece. Duties: supports organization's broad-based community development and empowerment programs; supports local community coordinators and leaders in all program areas; develops and implements new programs based on community-driven needs. Qualifications: experience working in international community development; experience organizing programs and leading people; ability to take initiative and be self-motivated; excellent verbal and written communication skills; Spanish language proficiency. Deadline: 1/15/2011. For more information and to apply, email inquiry@philanthropiece.org or jordan@philanthropiece.org; phone: 303.440.8484; website: www.philanthropiece.org.

CHIEF OF PARTY - MONITORING AND EVALUATION • Pakistan

Position available with Management Systems International. Duties: leads program implementation; oversees all technical and managerial aspects of project; manages and mentors staff; works closely with USAID and organization's headquarters to ensure project deliverables are met; serves as resident technical expert in monitoring and evaluation and other relevant technical areas. Qualifications: prior chief of party experience on USAID-funded projects; experience selecting and managing teams of performance monitoring and evaluation experts; demonstrated technical expertise in program monitoring and evaluation; excellent development analysis and communication skills; experience in Pakistan preferred. Deadline: 2/5/2011. For more information and to apply, visit www.msiworldwide.com.

ACCOUNT MANAGER • Lima, Peru

Position available with Universal Student Exchange Peru SAC. Duties: generates new em-

ployer accounts via phone calls, emails, and occasional face to face visits; manages employer accounts, customer service activities, and daily servicing of clients; organizes and coordinates job fairs. Qualifications: B.A./B.S. in business or related field; management and marketing experience; study abroad experience; sales-oriented personality; willingness to work long hours and weekends during peak season; Spanish language proficiency. Salary: \$12K-\$15K. Deadline: 1/30/2011. For more information and to apply, email cv@workuse.com; phone: 511.415.1860; website: www.workuse.com.

SOCIAL MARKETING DIRECTOR • Maputo, Mozambique

Position available with Population Services International. Duties: delivers aggressive growth targets across number of health products, services, and programs; leads development of marketing strategies for health products and services; leads generation of ideas and implementation of process and product innovation for brands and services through to execution. Qualifications: M.A. or equivalent experience in related field; five years' sales and marketing experience; knowledge of consumer marketing concepts and approaches; experience in complex or international markets. Deadline: 2/2/2011. For more information and to apply, visit www.psi.org.

HEALTH SERVICES TECHNICAL ADVISOR • Yangon, Burma

Position available with Population Services International. Duties: provides support to health services department in relation to key job areas of leadership, strategic visioning, health intervention management, organizational development, team management, and change management; completes reports as required by donors and organization. Qualifications: five years' work experience in developing country, preferably in Asia; proven success in management of complex operations in developing country context; in-depth knowledge of and experience in international development, HIV, family planning, malaria, and child survival health issues. Deadline: 1/28/2011. For more information and to apply, visit www.psi.org.

UN AND OTHER INTERNATIONAL ORGANIZATIONS • Various worldwide locations

Multiple positions available with the United Nations and other international organizations. Duties: vary by position; organizations seek candidates with experience in fields such as agriculture, business, computer science, development, economics, engineering, finance, human resources, human rights, law, sciences, public



health, statistics, and other fields; positions range from entry to senior level. Qualifications: vary by position; typical qualifications are: M.A.; several years' related experience; some international work; language skills. For more information and to apply, email employment@state.gov; phone: 202.647.8270; website: www.state.gov/p/io/empl/.

CHIEF OF PARTY • Maputo, Mozambique

Position available with IREX. Duties: ensures all program objectives are met; oversees programmatic, finance, and administrative functions; leads and manages staff; implements monitoring, evaluation, and knowledge management processes; represents program to donors, partners, stakeholders, and counterpart organizations. Qualifications: experience in media sector development in international settings; expertise in one or more technical areas relevant to strengthening media capacity and sustainability; experience in managing USAID or other donor-funded projects preferred; ability to understand and respond quickly to complex programmatic challenges; ability to manage staff and ensure adherence to budgets; Portuguese language fluency preferred. For more information and to apply, visit <http://careers.irex.org/Openings.aspx>.

DEPUTY CHIEF OF PARTY • Maputo, Mozambique

Position available with IREX. Duties: assists chief of party in overseeing all components of program; provides expertise in Mozambican media sector and related government and civil society stakeholders; assists chief of party in monitoring, evaluation, and reporting functions; manages Mozambican partner organizations and international and Mozambican consultants. Qualifications: M.A. in journalism, political science, international studies, or other relevant field preferred; experience in managing and implementing multi-component, donor-funded programs; thorough knowledge and understanding of media issues in Mozambique; demonstrated ability to effectively manage and mentor staff; strong interpersonal skills; demonstrated pro-active approach to problem solving; Portuguese language fluency. For more information and to apply, visit <http://careers.irex.org/Openings.aspx>.

GRANTS/FINANCE MANAGER • Maputo, Mozambique

Position available with IREX. Duties: assures program meets all organization, USAID, and local government requirements relative to USAID funds accountability and operations; negotiates agreements with sub-grantees and subcontractors; provides financial managing and monitor-

ing of agreements; provides finance support to grantees; ensures all procurement is in compliance with U.S. government regulations; monitors project budgets; provides required reporting of budgets. Qualifications: experience in finance and grants management for international organizations or donors; five years' experience as financial manager, grants manager, or controller preferred; experience providing finance and grants management for USAID programs preferred; Portuguese language fluency. For more information and to apply, visit <http://careers.irex.org/Openings.aspx>.

ENGLISH AS SECOND LANGUAGE TEACHERS • Hanoi, Vietnam

Positions available with Apple Language Center. Duties: teach general English to children and adults based on school curriculum. Qualifications: B.A./B.S.; TEFL/TESOL/CELTA certificate; teaching experience. Salary: \$1,000–\$1,500/month. Deadline: 12/31/2010. For more information and to apply, email nguyetngu.apple@gmail.com; phone: 8.498.244.4288; website: <http://apple.edu.vn>.

PRIMARY SCHOOL TEACHING JOBS • Doha, Qatar

Position available with Teach Away Inc. Duties: teaches at private boys' and girls' academies. Qualifications: B.A./B.S.; qualified teacher status; two years' information and communication technology teaching experience preferred; Arabic language fluency preferred. Salary: \$2,197–\$3,020/month. Deadline: 1/31/2011. For more information and to apply, email kathleen@teachaway.com; phone: 647.477.1556; website: www.teachaway.com.

Education

NATIONAL SCHOLARSHIP PROGRAM • New Jersey

University of Medicine and Dentistry of New Jersey School of Public Health is offering a scholarship to returned Peace Corps Volunteers enrolled fulltime in a master's or doctoral program. Programs include Dental Public Health, Biostatistics, Epidemiology, Quantitative Methods, Urban Health Administration, Environmental and Occupational Health, Health Education and Behavioral Science, and Health Systems and Policy. For more information and to apply, visit <http://sph.umdny.edu/>.

SCIENCE AND MATHEMATICS TEACHING FELLOWSHIPS • Various locations

Knowles Science Teaching Foundation's Teaching Fellowships support exceptional in-

dividuals committed to becoming outstanding mathematics and science teachers in U.S. high schools. Benefits include: financial and professional support for up to five years, including tuition, summer professional development, and grants for classroom materials and mentoring. Applicants must have earned a degree in science, mathematics, or a related field within the past five years, and must enroll in a recognized teaching credential program. Deadline: 1/12/2011. For more information and to apply, email teachers@kstf.org; phone: 856.608.0001; website: www.kstf.org.

URBAN TEACHER RESIDENCY • Chicago, Ill.

Academy for Urban School Leadership is now accepting application for their Urban Teacher Residency. The Urban Teacher Residency is an accelerated M.A. program where students gain an Illinois teaching certification, classroom experience, and job placement into Illinois elementary or high school. Applicants must have a B.A./B.S. and 2.5 GPA. Participants receive \$5,350 AmeriCorps education grant and \$30K training salary. Deadline: 2/15/2011. For more information and to apply, email mkemp@ausl-chicago.org; website: www.ausl-chicago.org.

TEACHER APPRENTICE • New York

The I-START program is designed to prepare highly qualified teachers of English language learners that meets New York learning standards for English as a second language. In the first year of the program, participants serve as an apprentice teacher of ESL in an international high school while completing a master's degree in teaching English as a second language at Long Island University. During the second year of the program, participants assume full teaching responsibilities at an international high school while continuing coursework. Salary: \$20K tuition remittance; \$22,500 stipend during study; \$45,530 starting salary during second year. Deadline: 2/1/2011. For more information and to apply, email jessica.lee@internationals-network.org; website: www.internationalsnetwork.org/our-services/istart/index.html.

FULL TUITION SCHOLARSHIPS • Spokane, Wash.

Full tuition scholarships available through Gonzaga Law School's Thomas More Scholarship Program for individuals committed to serving the public interest through law. Applicants should evidence a strong social concern for the welfare of others. Academic achievement, volunteer service, work, and other life experiences are all considered. Returned Peace Corps Volun-



teers are among past and current scholars. For more information and to apply, email lweiser@lawschool.gonzaga.edu.

GRADUATE SCHOOL ASSISTANTSHIPS - GLOBAL SOCIAL AND SUSTAINABLE ENTERPRISE • Fort Collins, Colo.

Assistantships available with Colorado State University's College of Business. Learn to build ventures that create value on a triple bottom line: people, planet, and profit. Study in cohort with 25 students, half of whom come from developing countries. Assistantships range from \$13K for Colorado residents to \$22K for non-residents. Program invites three to four RPCVs into each cohort. Program values entrepreneurship, for profit and nonprofit. Program seeks worldly students with moxy, determination, and desire to make a difference. Program challenges students in a fashion similar to Peace Corps service. Deadline: 3/15/2011. For more information and to apply, email Sandy.Dahlberg@colostate.edu; phone: 970.491.6937; website: www.csugsse.org.

Intern/Volunteer

AMBASSADOR • Hagley Gap, Jamaica

Positions available with Blue Mountain Project. Duties: work in Hagley Gap for one year; gain understanding of Jamaican people and culture; provide technical assistance and program management; improve life of community. Qualifications: training or experience in health, education, business development and management, or civil or water engineering; experience working in developing country; willing to make 12-month commitment. For more information and to apply, email ed@bluemountainproject.org; phone: 715.690.5433; website: www.bluemountainproject.org.

VOLUNTEER • Lesotho

Position available with Clinton Health Access Initiative. Duties: works with manager to implement small grants program; provides assistance to grant recipients in implementation and monitoring of projects; facilitates responsible transfer of funds to grant recipients. Qualifications:

B.A./B.S.; two years' professional experience; capability to analyze and manage projects; ability to build relationships with senior government and NGO representatives. Deadline: 2/24/2011. For more information and to apply, email recruitment@clintonhealthaccess.org; phone: 617.774.0110; website: www.clintonfoundation.org/what-we-do/clinton-health-access-initiative.

SERVICE LEARNING VOLUNTEER • Hagley Gap, Jamaica

Position available with Blue Mountain Project. Duties: travels to Jamaica; participates in service learning, short-term volunteer program that provides opportunity for global citizens to serve others in need while having authentic Jamaican experience; provides needed resources, services, training, and employment opportunities for local community members. Qualifications: willingness to donate time and energy in rural Jamaica. For more information and to apply, email slp@bluemountainproject.org; phone: 920.229.1829; website: www.bluemountainproject.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.*

Continued from page 1

Nevertheless, phone interviews do have some advantages. In fact, some candidates actually prefer phone interviews. "They are less intimidating and stressful," says Heather Groome, an administrative specialist with the Peace Corps. "In a phone interview, the interviewer can only focus on what you have to say rather than what you look like or what you are doing It is easier to mask nervousness when the interviewer cannot see you." Of course, the downside to not being able to see your interviewers, as Director of the Office of University Programs Eileen Conoboy points out, is that "the interviewee doesn't have the benefit of seeing that 'you've said enough' look given by interviewers at the end of a response and can be at greater risk of providing rambling, run-on answers." Sandy Jacobs, a programming and training specialist at Peace Corps, suggests

handling this by "inquiring if additional information or elaboration is needed at the end of your response."

A telephone interview can serve as a prime demonstration of your interpersonal communication skills. Vivian Nguyen points out that "this is important if the job requires the candidate to speak on the phone often for outreach purposes." Bob Michon, Director of Returned Volunteer Services, agrees. "Phone interviews place the emphasis on elocution, voice modulation, and efficiency of oral communication. If that is a key component of the position, then that can be a significant assessment tool - one advantageous to both the interviewer and interviewee."

To that end, it is vital that you sound confident and professional. This may appear obvious, but the truth is that we all have certain verbal tics that others

are willing to overlook in person; in a phone interview, those tics can be disastrous. "All you've got in the phone interview is your voice," says Julie Driver, program manager for Fellows/USA. "Be conscious of tone, pitch, and verbal tics like 'um,' 'uh,' or 'like'. You have to demonstrate conviction, power, and confidence." I personally have noticed a tendency among some job-seekers to articulate their qualifications in a way that sounds like they are ending every sentence with a question mark. By doing this, you signal to interviewers that you are not confident of what you are saying, thereby giving them an opportunity to doubt your skills and abilities. Remember, interviewers can't see your smiling and engaged oh-so-competent face on the telephone. You must, instead, "work on modulation, emphases, timbre, and inflection in order to properly emphasize

points and responses,” as Bob Michon explains. If you don’t demonstrate in the phone interview that you are confident and professional, there is no reason for interviewers to see you as someone with interest, ability, and desire.

You will also need to articulate things in a phone interview that might not need to be vocalized during an in-person interview. Fran Quintana in the Peace Corps placement office had to do the same thing in her most recent phone interview. “In a standard in-person interview, you can rely upon those subtle, nonverbal cues (facial expression, posture and gesture, sense of physical space, and body language) to gauge timing and read a person’s emotional state or intention. You have the luxury of allowing those factors to inform your conversation. In a phone interview, you have a lot less to go on. You have to pay extra attention to your volume, articulation, and diction. Using your words becomes key; for example, [you may need to] verbaliz[e], ‘I need a minute to think about that,’ instead of quietly giving a moment’s pause to reflect. Because quietly reflecting is invisible on the phone, the person on the

other end may wonder if you’re still on the line.”

To aid you in those moments of quiet reflection, RVS Administrative Assistant Jenn Bream says you’ll need to have notes in front of you, including “all the materials the company has received from you, as well as all the information you have access to about the employer and the job.” You should also arm yourself with written answers to the standard questions an interviewer is bound to ask. Sandy Jacobs points out that this way you’re “less likely to ‘draw a blank’ when asked a question.” Sandy also recommends crafting six to eight STAR (situation, task, actions, results) scenarios from your Peace Corps service or other professional situations. You can use these to “address common behavioral questions,” she says. “In a phone interview, these scenarios can be organized on paper in a way that prompts responses.”

And of course, don’t forget to send a thank-you note! I once got a very professional and friendly thank-you note from a candidate that directly addressed some of my very misgivings about the phone interview. The candidate wrote,

“What may have been lost over the phone is my friendly personality that makes working with me a positive experience, my professional demeanor, and my adaptability to various situations.” For me, that cinched it—the candidate had answered all our questions very well, and by acknowledging the difficulty of the phone interview, she demonstrated that she was people-smart and unafraid to confront what could have been an awkward situation.

Phone interviews give you a chance to ditch your business suit for pajamas if you want, sit in a comfy chair with your favorite beverage, and look at notes and other papers - all things in-person interviews never allow. So, the next time you are offered a telephone interview, prepare as you normally would, consider the above, and get that job, RPCV!

For more information on job interviews, as well as other opportunities for your professional development as an RPCV, we encourage you to attend one of our FREE upcoming career events, either in-person across the U.S. or online. Visit www.peacecorps.gov/rpcv/events for details!

Find Your Path...

Focus Careers Self-Assessment Software

*Request your free account today!
Email rvs@peacecorps.gov to request access.
Include your name, country of service, and dates of service in your request.*

FREE ONLINE RPCV RESOURCES!

Request passwords from Returned Volunteer Services to access any of the following six subscriptions:

- **International Career Opportunities**
- **Employment Weekly**
- **Ethical Jobs**
- **InterAction**
- **Public Health Jobs Worldwide**
- **Alliance for Peace-building**
- **Enviromental Career**

To receive free online passwords, email rvs@peacecorps.gov. Please specify which job bulletin(s) you would like to receive. Include your name, country of service, and dates of service in your request.