



Hotline



For Returned Volunteers/
From the Office of Public Engagement

Hot Resources

Highlights

Interested in working for the Department of Labor?

For more information, see page 3.

Reserve your space today at the national RPCV Career Conference!

For more information, see page 4.

Thinking of Grad School? Check out the Fellows Program.

For more information, see page 9.

Peace Corps Hotline

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To place job announcements, visit
www.peacecorps.gov/rpcv/hotline
or contact
Peace Corps

Returned Volunteer Services
Phone: 202.692.1430 or
800.424.8580, ext. 1430
E-mail: hotline@peacecorps.gov
Fax: 202.692.1421

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Paul D. Coverdell Fellows Program
Peace Corps Response

RPCV Motivators: Making a Change in 2012



Happy New Year, Fellow RPCVs! The Returned Volunteer Services (RVS) team is made up of three RPCVs: RVS Career Center Coordinator Jodi Hammer (Ecuador); RVS Program Assistant Kat Edwards (Suriname); and RVS Director Eileen Conoboy (Mali). All three of us have gone through the reverse culture shock and job-search anxiety and other re-entry issues that await many of us after Peace Corps service. In the spirit of resolutions for the New Year, we offer up the following suggestions in the hopes that they will help ease your transition to whatever's next:

NETWORK, NETWORK, NETWORK.

In today's tight job market, competition is tough, but did you know that only about 25% of all the jobs available are ever officially advertised/posted? That leaves 75% of the jobs in the 'hidden job market' (i.e. unposted). That's why it's more important than ever to focus on networking—i.e. expanding the number of people who know who you are (e.g., a flexible team player) and what you have to offer (e.g., amazing skills in X, Y and Z), and what

you're targeting (e.g., preferred field/industry/job). Networking is crucial to helping connect you with job opportunities, and there are many resources on the internet to help guide you in this area including the January 1, 2011 Hotline article '[Networking Won't Bite.](#)'

GET CONTACT CARDS MADE.

An instrumental tool in any effective job search is to have professional contact cards—basically 'business cards' which contain your personal contact information (NAME, PHONE and EMAIL). Address is not recommended since often your address will change more frequently than your email/phone, and you may be targeting different regions for a job so you don't want to look like an outsider. Many free templates exist online, although some RPCVs prefer to make their own using tools in Microsoft Office. Regardless, make sure your end product is professional, and consider including a tag line under your name (e.g., 'International Development Professional' or 'Peace Corps/Ecuador, 2009-2011'). Search for 'free business cards' on the internet and you'll find plenty of sites offering countless templates which

you can tailor to your liking. Well done contact cards can help you in your networking efforts, and it's much more impressive than scribbling your contact information onto a napkin!

READ. REREAD. REREAD AGAIN.

Take the time to polish every resume, cover letter and application, and ensure they are 100% typo free. As Jay Golz pointed out in a recent [New York Times article](#), one third (1/3) of resumes he and his colleagues receive have misspellings. Set yourself apart from the pack and prove to prospective employers that you have excellent attention to detail. And remember - always tailor your resume to the job you're applying for!

ENGAGE IN SELF ASSESSMENT.

Inarguably, you learned a lot about yourself during your service. Peace Corps is a life-changing experience, and it is very common that RPCVs decide to change their career path after service. The adventurous spirit that led you to seek out and succeed in your Peace Corps service might also lead you to explore new fields and opportunities. If you need a place to start, re-

Public Sector

GENERAL DEVELOPMENT OFFICER (MID-LEVEL) • Afghanistan

Position available with USAID. Duties: participates in design, implementation, monitoring, and evaluation of programs and projects. Qualifications: B.A. in relevant major; 10 years' relevant experience of which six years are in development experience. Salary: \$65,413–\$118,552. Deadline: 1/28/2012. For more information and to apply, email OAPArecruitment@tai-pedro.com; phone: 202.742.1599; website: www.usaid.gov/careers/fsls.html.

GENERAL DEVELOPMENT OFFICER • Afghanistan

Position available with USAID. Duties: participates in design, implementation, monitoring and evaluation of programs and projects. Qualifications: B.A. in relevant field; four years' relevant experience with one year's development experience. Salary: \$42,948–\$77,837. Deadline: 1/28/2012. For more information and to apply, email OAPArecruitment@tai-pedro.com.

com; phone: 202.742.1599; website: www.usaid.gov/careers/fsls.html.

MEDICAL OFFICER • Various locations

GS-14 positions available with Federal Bureau of Prisons. Duties: provide direct service to patients; perform diagnostic, preventive, or therapeutic services; perform duties in accordance with established medical practices, procedures, hospital policies, and agency's medical services. Qualifications: current noncompetitive eligibility; M.D. or doctorate of osteopathy from school in U.S. or Canada approved by recognized accrediting body in year of applicant's graduation or doctorate in medicine or equivalent degree from foreign medical school. Deadline: 2/25/2012. For more information and to apply, email BOP-HRM/Recruits.PO2.BOPMSCO@bop.gov; phone: 202.307.3175; website: www.bop.gov.

Private Sector

HOSTEL MANAGER • Venice, Calif.

Position available with Venice Beach Cotel. Duties: manages all aspects of hostel operation;

maintains clean, safe, and secure environment; supervises staff members; increases marketing off and online; runs and oversees social events. Qualifications: previous hostel experience; organizational skills; two years' hostel management experience; marketing knowledge; excellent customer service. For more information and to apply, email kerry@venicebeachcotel.com; phone: 310.383.1968; website: www.venicebeachcotel.com.

ASSISTANT FARM MANAGER • Bluffton, Ga.

Position available with White Oak Pastures. Duties: works closely with farm manager on composting, intensive vegetable and cover crop successions, layers on pasture, and orchard; helps supervise and motivate field help. Qualifications: Spanish language skills preferred; prior agricultural experience; strong organizational skills; positive spirit; enjoyment of working in hot summer. Deadline: 3/1/2012. For more information and to apply, email trippeldridge@whiteoakpastures.com; phone: 478.718.7991; website: www.whiteoakpastures.com.

PROJECT MANAGEMENT SPECIALIST, INTERNATIONAL EDUCATION • Various locations

Position available with RTI International. Duties: completes range of managerial and technical work; works collaboratively with education and operational staff; coordinates and implements field-based assessments; supports project and proposal work, ensuring efficient management and quality of work products. Qualifications: M.A. in education or related field; three years' professional experience. Deadline: 1/30/2012. For more information and to apply, email bethhaas@rti.org; phone: 919.485.5612; website: www.rti.org.

JUNIOR ACCOUNT MANAGER • New York

Position available with Seedco. Duties: meets monthly goal for securing job orders from small businesses and facilitating financing; generates and tracks qualified small business leads for recruitment team; scouts for contacts over the phone and in person; attends networking events before and after work. Qualifications: B.A./B.S. in business administration preferred; Chinese language fluency; one year's relevant experience. Deadline: 1/10/2012. For more information and to apply, email jobopenings@seedco.org.

REGIONAL FINANCE CONTROLLER • Minneapolis and various worldwide locations

Position available with American Refugee

HOT! OPPORTUNITIES

HUMAN RESOURCES AND RECRUITMENT COORDINATOR • Boston

Position available with Clinton Health Access Initiative. Duties: supports global recruitment team through creation and maintenance of weekly meeting agendas; manages process of job posting requisition requests from all global recruiters for high volume of positions; maintains, monitors, and manages accuracy and integrity of employee information in human resource information system. Qualifications: B.A./B.S.; experience with human resources information system or applicant tracking system preferred; strong interpersonal skills; excellent written and oral communications; strong organizational skills; confidence; maturity; responsibility; resourcefulness; proficiency with Microsoft Office Suite and Google Platform. Salary: \$30K–\$40K. For more information and to apply, email recruitment@clintonhealthaccess.org; website: <https://careers-chai.icims.com/jobs/2432/job>.

CURRICULUM AND TRAINING MANAGER • San Francisco

Position available with Global Citizen Year. Duties: promotes learning and leadership development across organization; maximizes learning among Fellows and leadership and professional development among staff. Qualifications: high-achieving, results-oriented professional; five years' experience designing and implementing academic, leadership, or personal growth trainings. Deadline: 2/29/2012. For more information and to apply, email danielle@globalcitizenyear.org; phone: 415.963.9293; website: www.globalcitizenyear.org/about/careers.

Committee. Duties: performs financial oversight in Africa, Asia, and Haiti; performs projects as needed; travels to program countries on extension. Qualifications: three years' prior international NGO financial controller experience, preferably in complex emergency or post-conflict settings; B.A./B.S. in finance, accounting, or related work experience; M.A. preferred. Deadline: 1/4/2012. For more information and to apply, visit www.arcrelief.org.

JUNIOR SYSTEMS ADMINISTRATOR • New York

Position available with Seedco. Duties: maintains desktops, laptops, servers, Active Directory 2008, and Exchange Server 2007; provides professional and efficient support to organization's employees, contractors, and part-time employees; troubleshoots hardware and software for desktops and laptops. Qualifications: high school diploma; B.A./B.S. in computer science preferred; one year's experience administering network of software applications and over 330 users and computers, while providing desktop support; Microsoft Certified Professional license in Windows 2003/2008. Deadline: 1/19/2012. For more information and to apply, email jobopenings@seedco.org; website: www.seedco.org.

SAFARI SALES ASSISTANT • Saint Paul, Minn.

Position available with Access 2 Tanzania. Duties: assist with sales activities; sells safaris from initial contact through completion; keeps record of finances. Qualifications: knowledge of East Africa; excellent communication skills; passion for East Africa; great deal of comfort working with numbers; ability to organize excellent safari itineraries. Salary: \$10-\$12/hour. Deadline: 2/1/2012. For more information and to apply, email brian@access2tanzania.com; phone: 646.369.3639; website: www.access2tanzania.com.

FINANCIAL ANALYST, WEST AND CENTRAL AFRICA • D.C.

Position available with Population Services International. Duties: monitors country program and regional performance against annual budget and donor budgets; provides assistance in developing program and regional roll up of annual budget, including program and regional analysis. Qualifications: B.A./B.S. in finance or equivalent experience; M.A. or M.B.A. in accounting preferred; three years' professional work experience; ability to work in fast-paced team environment; strong analytical and problem-solving skills; ability to multitask; experience with accounting software; excellent

skills in working with spreadsheets. Deadline: 2/19/2012. For more information and to apply, visit www.psi.org.

COMMUNITY AND ECONOMIC DEVELOPMENT EDUCATOR • Hayward, Wis.

Position available with University of Wisconsin-Extension. Duties: helps citizens, civic groups, businesses, and tribal organizations access and apply research findings in field of business and economic development in order to

identify critical local concerns and possible solutions; strengthens communities through educational programming that builds understanding and leads to improved decision-making and leadership skills. Qualifications: B.A./B.S. in business, economics, community development, business management, or finance; two years' related experience; ability to plan, implement, or teach educational programs; knowledge and skills to effectively interact with people from different cultural backgrounds. Salary: \$16,750-\$22,000. Deadline: 1/14/2012. For

DEPARTMENT OF LABOR RPCV CAREER FAIR

Wednesday, January 11, 2012 | 11:00 AM - 1:00 PM

The Department of Labor is hosting a Career Fair exclusively for Returned Peace Corps Volunteers and VISTA Alumni. Come meet with representatives from more than 10 DOL offices at this FREE career event.

Department of Labor offices to participate:

- Office of the Assistant Secretary for Administration & Management
- Bureau of Labor Statistics
- Mine Safety & Health Administration
- Office of Disability Employment Policy
- Employee Benefits Security Administration
- Veterans' Employment & Training Service
- Occupational Safety & Health Administration
- Employment & Training Administration
- Office of the Solicitor
- Women's Bureau

This event will take place at the U.S. Department of Labor (200 Constitution Ave., NW, Washington, DC 20210) in the Grey Hallway, located in the first floor foyer area.

Register Now!

more information and to apply, email ces.jobs@uwex.edu; phone: 608.263.1945; website: www.uwex.edu/ces/hr/listing.cfm?PVL=C12026.

STRATEGIC OPERATIONS/QUALITY ASSURANCE SPECIALIST • New York

Position available with Seedco. Duties: tracks all system policy changes; works with strategic operations coordinator to disseminate changes to staff; ensures center is in continuous compliance with changes; conducts period reviews and process observations to ensure center compliance with policies. Qualifications: B.A./B.S.; one year's related experience working in data entry, data analysis, or quality assurance

capacity; experience in nonprofit sector working on performance-based contracts preferred. Deadline: 1/20/2012. For more information and to apply, email jobopenings@seedco.org; website: www.seedco.org.

CAPACITY BUILDING ADVISOR • Arlington, Va.

Position available with Management Sciences for Health. Duties: provides technical expertise in capacity building and training for performance improvement in pharmaceutical management; designs state-of-the-art approaches; contributes to overall strategy that reflects organization's priorities and pharmaceutical man-

agement field realities. Qualifications: M.A. in education, training, performance improvement, or equivalent relevant experience; seven years' experience in international public health, particularly in capacity building, performance improvement, or training; experience working in developing country settings. For more information and to apply, visit www.msh.org.

DEPUTY DIRECTOR, RESEARCH AND METRICS • D.C.

Position available with Population Services International. Duties: helps lead global team of researchers to generate evidence that influences social marketing decision making;

REGISTRATION NOW OPEN!

Twice a year hundreds of RPCVs flock to Washington, D.C. to take part in the National RPCV Career Conference. This conference is an excellent opportunity to craft your Peace Corps story to help you stand out to employers. The conference features workshops, presentations, one-on-one resume reviews, employer information sessions, Third Goal activities, and an exclusive RPCV Career Fair.

The next conference takes place
February 27th through March 2nd, 2012.

This winter's RPCV Career Conference coincides with Peace Corps Week, which commemorates the 51st anniversary of President John F. Kennedy signing the Executive Order that established the Peace Corps.

Don't miss this opportunity. We won't offer another full Career Conference until late summer/early fall of 2012.

Visit www.peacecorps.gov/rpcv/events for a detailed schedule and register today!



helps organization maximize its health impact. Qualifications: Ph.D. and seven years' relevant experience in public health, anthropology, psychology, sociology, population studies, communications, or related field or M.A. and 10 year's experience within social marketing or market research context. Deadline: 2/19/2012. For more information and to apply, visit www.psi.org.

VICE PRESIDENT OF PROGRAMS • San Francisco

Position available with Global Citizen Year. Duties: leads organization's global programs; works closely with team of country directors; oversees annual planning, implementation, and expansion into new geographies. Qualifications: high-achieving, results-oriented, and polished professional; 10 years' progressively increasing management experience in global context. Deadline: 2/28/2012. For more information and to apply, email danielle@globalcitizenyear.org; phone: 415.963.9293; website: www.globalcitizenyear.org.

International

DIRECTOR - ADMINISTRATION AND FINANCE • Sudan

Position available with Population Services International. Duties: strengthens capacity of organization's local finance function; provides technical support and oversight in areas of budgeting, reconciliation, donor reporting, and financial analysis. Qualifications: B.A./B.S. in accounting, finance, or other relevant field; M.A. preferred; four years' work experience managing team in developing country; solid judgment and diplomatic skills; ability to prioritize. For more information and to apply, visit www.psi.org.

INTERNAL AUDITOR CONSULTANT • Sudan

Position available with Population Services International. Duties: performs independent assessment of effectiveness of controls surrounding completeness and accuracy of transactions. Qualifications: qualified chartered accountant, certified public accountant, or B.A./B.S. in finance; certified internal auditor preferred; five years' post-qualification experience in internal or external auditing; excellent writing skills. For more information and to apply, visit www.psi.org.

TEACHER • Malaysia

Position available with Teach Away Inc. Duties: works within cluster of public schools; provides support and training to local teachers; im-

Looking for international jobs?

Join the RPCVNetwork listserv. Receive daily emails with job and housing opportunities throughout the U.S. and the world.



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

proves English and English as second language teaching pedagogy. Qualifications: B.A./B.S.; teaching English as foreign language certification; three years' primary teaching experience; experience in Southeast Asia beneficial. Salary: \$2,219/month. For more information and to apply, email kate@teachaway.com; phone: 647.477.4038; website: www.teachaway.com/.

TEACHER • Japan

Position available with Teach Away Inc. Duties: teaches English at elementary, junior high, and high school levels; works as assistant language teacher alongside Japanese teacher of English. Qualifications: B.A./B.S.. Salary: \$3,000–\$3,300/month. For more information and to apply, email adrian@teachaway.com; phone: 604.628.3433; website: www.teachaway.com.

DEPUTY COUNTRY REPRESENTATIVE • Sudan

Position available with Population Services International. Duties: employs innovative approaches to achieve health impacts; directs HIV prevention, malaria, child survival, and women's health departments in planning and implementation of programmatic activities. Qualifications: significant programmatic and managerial experience in one or more of the following areas: reproductive health, family planning, malaria, child survival, and HIV/STI prevention; demonstrated experience in developing and implementing evidence-based marketing plans and behavior change communication. For more information and to apply, visit www.psi.org.

TEACHER • Multiple locations in China

Position available with Teach Away Inc. Duties: teaches at private English language center; creates immersive, creative classroom environment; places emphasis on professional development. Qualifications: B.A./B.S.; two years' experience working with young learners; English as second language certification preferred. Salary: \$1,500–\$2,000/month. For more information and to apply, email jessa@teachaway.com; phone: 416.628.4687; website: www.teachaway.com.

COUNTRY REPRESENTATIVE • India

Position available with Population Services International. Duties: oversees organization's activities in country; represents organization to government, key stakeholders, and donors; directs international staff and host country national staff; develops new business opportunities; ensures contract compliance; manages financial, administrative, and logistical resources; prepares and executes budgets, marketing plans, and work plans. Qualifications: five years' work experience in developing country; significant fundraising, personnel, operational, and financial management experience; technical background in marketing, advertising, or communications preferred; demonstrated strengths in strategic organization leadership and external relations. For more information and to apply, visit www.psi.org.

PROGRAMS COORDINATOR • Ghana

Position available with Village Bicycle Project. Duties: improves quality of organization's



programs by working closely with local organizers, staff, and board of directors; develops guidelines for targeting and screening applicants, improving teaching, and logistics. Qualifications: one year's experience development work in Africa; love of bicycles; ability to make one year commitment. Salary: \$13K-\$15K. Deadline: 1/15/2012. For more information and to apply, email info@villagebicycleproject.org; website: www.villagebicycleproject.org.

FIELD ENGINEER • Bungoma, Kenya and U.S.

Position available with re:char. Duties: works on carbon-negative technologies with five-person team. Qualifications: experience with welding, 3-D design, fabrication, and improvisation; willingness and desire to spend extended periods of time working in developing countries; interest in and familiarity with low-cost design principles for bottom-of-pyramid customers. For more information and to apply, email luke@re-char.com; phone: 512.466.4055; website: www.re-char.com.

BOTTOM-OF-PYRAMID DESIGNER • Bungoma, Kenya and U.S.

Position available with re:char. Duties: improves design of Rutuba Biochar Kiln Work in field to identify new opportunities; designs new products prototype; tests prototypes using rapid-prototyping systems; works with management to design communications and marketing materials. Qualifications: background in industrial product design or engineering; demonstrated interest in designing products for bottom-of-pyramid clients; ability and desire to work in developing countries; strong digital skills across platforms; ability to help document organization's work through video, web, and social media. For more information and to apply, email luke@re-char.com; phone: 512.466.4055; website: www.re-char.com.

SPANISH LANGUAGE INSTRUCTOR FOR SUMMER PROGRAM • Costa Rica, Nicaragua, Ecuador, and Peru

Position available with Broadreach. Duties: focuses on language development; increases awareness of social, environmental, and cultural issues of communities explored; combines classroom learning, practical application of skills, home stays, and hands-on cultural activities with service learning. Qualifications: M.A. in Spanish language or culture; Spanish language fluency; experience working with teens; ability to coordinate community service projects; experience facilitating positive group dynamics, personal growth, and leadership development; ability to coordinate curriculum with local lan-

guage schools. Salary: \$1,500-\$2,500. For more information and to apply, email staffinquiry@gobroadreach.com; phone: 919.256.8212; website: www.broadreachstaff.com.

SOLAR PROJECT COORDINATOR • Kigoma, Tanzania

Position available with Renewable Power Design Group. Duties: develops proposal due in early January for project in health clinics and schools; markets to commercial and residential markets. Qualifications: RPCV from Tanzania; technical program experience; knowledge of solar activities in Tanzania; familiarity with predominate culture and language in Kigoma region. Salary: \$60K-\$80K. Deadline: 1/31/2012. For more information and to apply, email Emailmstangl@rpdg.us.comp; phone: 518.674.3684

BRAZIL TEAM LEADER • Salvador, Brazil

Position available with Global Citizen Year. Duties: provides first line support, coaching, and mentorship to team of approximately 10 diverse high school graduates who have been selected for their resilience, idealism, and potential as future leaders. Qualifications: entrepreneurial and energetic youth development professional; experience working across Brazilian and American cultures; two years' Brazilian residency preferred. Deadline: 2/29/2012. For more information and to apply, email danielle@globalcitizenyear.org; phone: 415.963.9293; website: www.globalcitizenyear.org/about/careers.

GROUP LEADER • Iten, Kenya or Pisac, Peru

Positions available with STRIVE: Service Trips for Student Athletes. Duties: lead service activities; guide twice-daily workouts; supervise students throughout trip. Qualifications: experience supervising teenagers, preferably as teacher, coach, camp leader, or in comparable responsibility role; Spanish or Swahili language fluency preferred. Deadline: 1/30/2012. For more information and to apply, email s.heard@strivetrips.com; phone: 347.385.9280; website: www.strivetrips.com.

PROGRAM MANAGER • Hagley Gap, Jamaica

Position available with Blue Mountain Project. Duties: manages day-to-day operations of project under supervision of executive director; works with programs in service learning, education, health care, and economic development. Qualifications: local residence or willingness to relocate; B.A./B.S. in relevant fields; two years' program management and community development experience in developing country.

Your Photo Here!



Do you have noncompetitive eligibility and want to work for Peace Corps?

The Peace Corps RPCV Noncompetitive Eligibility Hiring Program is a great way to get your resume in front of hiring managers and get your foot in the door at Peace Corps headquarters or regional offices around the U.S.

For more information on the program, visit www.peacecorps.gov/nce.

Deadline: 1/15/2012. For more information and to apply, email ed@bluemountainproject.org; phone: 715.690.5433; website: www.bluemountainproject.org.

HUMAN RESOURCES MANAGER • Nairobi, Kenya

Position available with Church World Service. Duties: develops, coordinates, and implements personnel policies and procedures for organizations' resettlement support center; performs training, evaluation, and staff care; provides direct supervision to human resources staff; reports directly to deputy for administration. Qualifications: B.A./B.S. in business, human resources management, or related field; three years' experience in general human resource management; previous work experience with international NGO preferred; thorough knowledge and comprehensive understanding of U.S. and Kenyan labor laws and retirement benefits

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Peace Corps Response

PCR Hot Jobs

French speaking RPCVs with experience in nutrition needed in Burkina Faso.

Three [Child Nutrition Specialists](#) are needed to assist health workers and communities in preventing and fighting the reoccurrence of malnutrition in children under five years of age. The volunteers will train health service advisors and community members to organize and conduct a Positive Deviance/Hearth Training Model for malnourished children. The Volunteers will also conduct home visits, create awareness campaigns and community outreach programs to identify cases of malnutrition, and develop a monitoring and evaluation tool for nutritional care once malnutrition has been identified.

Crisis counseling specialist needed in Guyana.

A [Crisis Counseling Specialist](#) is needed to assist a local NGO with developing intervention techniques to lower suicide rates and HIV/AIDS infections, as well as promote positive behavior change and healthy lifestyles in the community. The Volunteer will use culturally appropriate tools to present information on youth empowerment, general and sexual health information, sensitivity training, and confidential counseling training.

RPCV with background in public health needed in Guyana.

An [HIV/AIDS Education Facilitator](#) is needed to assist Guyana Business Coalition on HIV/AIDS (GBCHA), a local NGO in mobilizing the private sector to eliminate stigma and discrimination in the workplace and advance community partnerships in the national response to HIV/AIDS. The Volunteer will update existing materials to conduct educational activities and increase the supply of new materials needed to provide technical assistance. The Volunteer will work with the GBCHA staff to provide technical support in the research, design, and evaluation of educational material.

Berber or French-speaking RPCV needed in Morocco.

A [Farmer Business Development Specialist](#) is needed to help the Millennium Challenge Corporation/Agence du Partenariat pour le Progres manage a \$300 million Fruit Tree Productivity Project, which aims to increase incomes for small farmers in rural areas through transformation from extensive planting of cereal crops to more productive, market-oriented cultivation of fruit tree crops. The Volunteer will work to improve the effectiveness and sustainability of the project by helping local farmers and their organizations to adopt best practices in orchard, environmental, and sound business and financial management.

RPCV with background in disaster risk reduction needed in the Philippines.

A [Disaster Risk Reduction and Management Program Officer](#) is needed to provide critical technical support to the Municipal Disaster Risk Reduction and Management Office by developing an operations manual, enhancing the current training module for community disaster preparedness, and conducting training sessions for key personnel on disaster risk management. In addition, the Volunteer will be responsible for conducting consultations with stakeholders and visiting disaster prone areas.

RPCV with experience in special education needed in Saint Lucia.

A [Special Education Development Facilitator](#) is needed to assist the Ministry of Education's Special Education Unit. The Volunteer will analyze the Special Needs Education Sector and design a survey instrument, gather data from stakeholders to build a current picture of special needs education and help facilitate a complete review of St. Jude Hospital. The Volunteer will work with the leadership team to analyze the data and develop a plan to improve the overall operations of the Special Needs Program.



Connect with a PCR Recruiter

Peace Corps Response Web-Ex Session–January 13

Want to go overseas in the New Year? Then sign up to attend a virtual information session about opportunities to take on short-term volunteer assignments around the world! Peace Corps Response is hosting a Web-Ex session on January 13, 2011 at 1:00 p.m. EST. Attend this webinar to find out more information about our exciting new programs, upcoming events, and how to apply. You will also have the opportunity to ask questions following the presentation. Please register at least 24 hours in advance. Click on this link to register: <http://bit.ly/vVywfB>.

Questions? Contact Peace Corps Response at pcresponse@peacecorps.gov.

*Peace Corps Response currently has over 50 openings in more than 19 countries!
View [all of our open positions](#) and apply today!*

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rules and regulations preferred; demonstrated experience with staff training and development. Salary: \$42K–\$47K. Deadline: 1/31/2012. For more information and to apply, email hrcws@churchworldservice.org; website: www.churchworldservice.org.

SOLAR TECHNOLOGY SPECIALIST • Sana'a, Yemen

Position available with Creative Associates International. Duties: works with organizations' program and operations staff to design, develop, and implement program grant activities. Qualifications: M.A. or equivalent degree in international development or related field; five years' progressively responsible international, donor-funded development experience; two years' experience with relevant technology in field applications. Deadline: 2/15/2012. For more information and to apply, email Recruitment@CreativeDC.com.

INTERNATIONAL TRIP LEADERS • Latin America, India, or East Africa

Positions available with LEAPNOW. Duties: guides young adults through three-month trip to India or Latin America. Qualification: experience leading groups; experience coaching

youth through personal or spiritual crisis; work, study, or travel experience in relevant geographic region; C.P.R. and Wilderness First Aid certification. Salary: \$3K. Deadline: 2/15/2012. For more information and to apply, email hansell@leapnow.org; phone: 707.431.7261; website: www.leapnow.org.

Intern/Volunteer

TEACHER • Chile

Position available with Teach Away Inc. Duties: teaches English in Chilean public schools; stays with local Chilean family. Qualifications: B.A./B.S.; ability to teach children; experience living or travelling abroad; interest in Chilean culture. Salary: \$116/month. For more information and to apply, email jessa@teachaway.com; phone: 416.628.4687; website: www.teachaway.com.

ENGLISH TEACHER • T'bilisi, Republic of Georgia

Position available with Greenheart Travel. Duties: acts as teaching assistant to Georgian English teacher; participates in extracurricular activities; creates lesson plans; works closely with Georgian co-teacher to develop effective

curriculum. Qualifications: two years' university education in any field. Salary: \$300/month. Deadline: 1/15/2012. For more information and to apply, email jsalvador@greenhearttravel.org; phone: 888.227.6231; website: www.cci-exchange.com/form.aspx?ekfrm=7296.

TEACHER • Republic of Georgia

Position available with Teach Away Inc. Duties: teaches English at elementary, middle, and secondary school level; serves for a six or two month contract. Qualifications: two years' post-secondary education; experience working with young learners preferred. Salary: \$300/month. For more information and to apply, email valen@teachaway.com; phone: 647.477.1556; website: www.teachaway.com.

EMBATTLED NGO ASSISTANCE PROGRAM INTERNSHIP • D.C.

Position available with Freedom House. Duties: performs responsibilities necessary for day-to-day management of fund under direction of senior program manager and organization's team. Qualifications: B.A./B.S. in related field; ability to communicate effectively both verbally and in writing; Russian or Arabic language fluency preferred. Deadline: 1/15/2012.

Peace Corps Digital Library

<http://collection.peacecorps.gov>

Have any photos or stories from your Peace Corps experience?

SUBMIT NOW!



What are you going to do now?

If you don't know the answer, perhaps it is time to check out **Focus Careers**, self-assessment software offered FREE to all RPCVs. Focus Careers give you information on meaningful careers that might be right for you.

RPCVs can also access industry specific job bulletins for FREE! We currently offer **InterAction, Environmental Career Opportunities, Alliance for Peace Building, International Career Employment Weekly and Public Health Jobs Worldwide.**



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

For more information and to apply, email recruiting@freedomhouse.org; website: www.freedomhouse.org.

EDUCATOR/DECKHAND • Stamford, Conn.

Position available with SoundWaters. Duties: teaches concept-based environmental science curriculum aboard 80-foot schooner for students in second through twelfth grade; presents environmental science curriculum to children and adults on public-engagement sails; assists in safe operation and maintenance of vessel; organizes and maintains educational equipment; works and lives aboard schooner with five-person crew. Qualifications: B.A./B.S. or equivalent combination of experience and education; working knowledge of environmental science and marine biology concepts; experience working with students in outdoor setting; sailing experience preferred. Salary: \$250/week. For more information and to apply, email jcathcart@soundwaters.org; phone: 203.406.3310; website: www.soundwaters.org/schooner/recruitment.shtml.

HOSTEL FRONT DESK AND HOUSEKEEPING • Las Vegas

Position available with Hostel Cat. Duties: checks international travelers in and out; hosts dinners, tours, pub crawls; performs housekeeping and maintenance. Qualifications: reliability; sociable personality; ability to get along and make positive impression with different personality types and cultures; ability to work hard and safely. Deadline: 1/15/2012. For more information and to apply, email manager@hostelcat.com; phone: 702.884.3731; website: www.hostelcat.com.

INTERNSHIP • New York

Position available with Seedco. Duties: assists entrepreneurs in starting, operating, and expanding businesses. Qualifications: current enrollment as junior or senior in B.A./B.S. in business administration or public administration program; current enrollment in M.A. program preferred; strong public speaking skills; foreign language fluency beneficial. Deadline: 1/31/2012. For more information and to apply, visit www.seedco.org.

ORGANIC FARM APPRENTICE • Bath, Ohio

Position available with Crown Point Ecology Center. Duties: works with experienced farm staff; develops needed skills to manage organic vegetable farm. Qualifications: outdoor-based work experience; ability to communicate clearly, cope with challenging weather conditions,

Thinking of Graduate School? Think of Coverdell Fellows!

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

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



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

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

Ask Hotline

Q: I am doing a Third-Goal activity, can I get some supplies to give participants?

A: Peace Corps has stickers and bookmarks to give RPCVs to use during Third-Goal activities. To request a packet please send your name, country of service, years of service, type of Third-Goal activity, number of people attending, and date to thirdgoal@peacecorps.gov.



and remain calm and courteous in fast-paced environment; ability to commit to 26 consecutive weeks between early March and late October; one season's organic vegetable farming experience preferred. Salary: \$250/week. Deadline: 2/3/2012. For more information and to apply, email amy@crownpt.org; phone: 330.668.8992, ext.110; website: www.crownpt.org.

Education

NEW YORK CITY TEACHING FELLOW • New York

Position available with New York City Teaching Fellows. Duties: works in high-need subject areas and grade levels in New York City public schools, while earning subsidized M.A. in education. Qualifications: prior teaching experience not required; commitment to ensuring students receive quality education. Salary: \$45,500–\$54,700. Deadline: 1/9/2012. For more information and to apply, email fellows@schools.nyc.gov; phone: 713.935.2302; website: www.nycteachingfellows.org.

GRADUATE SCHOOL ASSISTANTSHIPS • Fort Collins, Colo.

Assistantships available for students in the Global Social and Sustainable Enterprise M.B.A. program at Colorado State University. Students build ventures that create value on a triple bottom line: people, planet, and profit. Students study in cohorts with 25 students, half of whom come from developing countries. Three to four RPCVs are invited into each cohort. Entrepreneurship, for both profit and nonprofit, is valued. Worldly students with moxie, determination, and desire to make a difference are sought. Assistantship is \$13K–\$22K. Deadline: 3/31/2012. For more information and to apply, email Sandy.Dahlberg@colostate.edu; phone: 970.491.6937; website: www.csugsse.org.

PUBLIC SERVICE LAW SCHOOL SCHOLARSHIP • Spokane, Wash.

Full tuition scholarships are available through Gonzaga University School of Law's Thomas More Scholarship Program for individuals committed to serving the public interest through law. Academic achievement, volunteer service, work, and other life experience are all considered. Returned Peace Corps Volunteers are among past scholarship recipients. Deadline: 2/1/2012. For more information and to apply, visit www.law.gonzaga.edu/CLIPS.

DENVER TEACHING FELLOW • Denver
Position available with Denver Teaching Fellows. Duties: teaches special education (K–12),

bilingual Spanish elementary, or secondary math in Denver's highest need schools while earning Colorado teaching license. Qualifications: demonstrated high achievement; 2.75 minimum undergraduate GPA; B.A./B.S. in any field, conferred no later than June 2012; desire to make teaching in Denver long-term career. Salary: \$36,500. Deadline: 1/17/2012. For more information and to apply, email info@denverteachingfellows.org; phone: 720.423.3248; website: www.denverteachingfellows.org

CHICAGO TEACHER RESIDENCY • Chicago, Ill.

Academy for Urban School Leadership seeks talented men and women with a passion to transform the lives of children in Chicago's high-poverty schools. Chicago Teacher Residency program combines teacher preparation, certification, and a Master's degree in an intensive 12-month, full-time, paid training program. Applicants must have a B.A./B.S. degree by June 2012; prior experience in education is not necessary. Salary: \$30K–\$40K. Deadline: 4/1/2012. For more information and to apply, email admissions@ausl-chicago.org; phone: 773.534.0129; website: www.ausl-chicago.org.

FULBRIGHT PUBLIC POLICY FELLOWSHIPS • Various worldwide locations

The U.S. State Department is announcing a new Fulbright award in academic year 2012–2013. Fulbright Public Policy Fellows will serve in professional placements in foreign government ministries or institutions and gain hands-on public sector experience in participating foreign countries, while carrying out an academic research and study project. The fellowship is offered in Bangladesh, Dominican Republic, Guatemala, Haiti, Ivory Coast, Jamaica, Mongolia, Nepal, Nigeria, Thailand, and Tunisia. Qualifications: M.A. or enrollment in Ph.D. program; two years of professional experience; strong service orientation, flexibility, and resourcefulness; outstanding organizational skills; host-government language proficiency; strong writing, communication, and information technology skills; ability to work behind the scenes in supportive role. For more information, email fulbright@state.gov; phone: 202.632.3238; website: <http://fulbright.state.gov/grants/fulbright-public-policy-fellowship>.

TEFL CERTIFICATE PROGRAM • Madison, Wis.

Certification program available with Midwest Teacher Training Program. Earn Teaching English as a Foreign Language certificate in 5-week intensive, on-site teacher training pro-

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.

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.

gram. RPCVs and AmeriCorps VISTAs receive 10% tuition discount with proof of service. Program offers hands-on approach to teaching and preparing trainees to teach English overseas and is associated with English as Second Language which provides opportunities to interact with professional teachers and international students. Program includes teaching practice, classroom observations, and job placement assistance. No teaching experience required. For more information and to register, email info@mttp.com; phone: 800.765.8577; website: www.mttp.com.

NATIONAL SERVICE GRADUATE FELLOWSHIPS • Houghton, Mich.

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

RETURNED PEACE CORPS VOLUNTEER SCHOLARSHIPS • New York

NYU's Steinhardt School offers scholarship support to RPCVs who enroll in a full-time master's program. Programs include school counseling, mental health counseling, education policy, environmental education, international education, and teaching English as second language. For more information and to apply, phone: 212.998.5030; website: www.steinhardt.nyu.edu/peacecorps01-12.

Continued from page 1

quest access to Focus Careers, a self assessment software package used by university career guidance offices around the world. RPCVs can request free access by sending an email to rvs@peacecorps.gov.

SIGN UP FOR A MENTOR.

Tap into the guidance of an experienced RPCV who has successfully transitioned into post-service employment through the National Peace Corps Association's free mentoring program, which matches returning Peace Corps volunteers with mentors from a variety of fields who can share their own recipe for success and potentially connect you with others from your field of interest. To sign up for this free program, visit www.rpcvmentoring.org.

SET CALENDAR REMINDERS FOR HOTLINE.

Hotline has been bringing RPCVs career, volunteer, scholarship, and internship opportunities for over 40 years. Every issue includes targeted career advice for RPCVs. If you are conducting a job search in 2012, mark your calendars for the 1st and 15th of every month to download your free copy of *Hotline*, from www.peacecorps.gov/hotline. Consider perusing previous featured *Hotline* articles by clicking on 'past issues.'

JOIN THE LISTSERV.

As *The Washington Post* used to say in its ad slogan, "If you don't get it, you don't get it." Our team posts job announcements, housing opportunities and RPCV-specific events every day through our RPCVNetwork listserv. Make sure you're getting these hot leads by joining the group at <http://groups.google.com/group/rpcvnetwork>. (Note: We recommend choosing the 'daily digest' op-

tion to get just one message per day with links to all the postings.)

FAMILIARIZE YOURSELF WITH NCE.

Noncompetitive eligibility is a powerful federal hiring status that allows RPCVs who are interested in federal employment the ability to apply for jobs that aren't open to the general public. In 2011 we had over 100 calls for NCE resumes on the RPCVNetwork listserv (up from 44 in 2010). We anticipate that number will only go up in the new year as even more federal agencies become familiar with the ease and swift hiring that NCE allows. Visit our newest webpage, www.peacecorps.gov/nce, to read more about this hiring status and learn how to leverage your NCE in 2012.

UPDATE YOUR INFORMATION WITH PEACE CORPS.

We send out information on hiring events and other opportunities, so it's crucial that we know how to reach you. This is especially true if you closed your service during 2011, because we will need to send you tax forms (W2s). It is easy to update your contact record - just fill out the form at www.peacecorps.gov/rpcv/info.

GET YOUR THIRD GOAL ON.

Every RPCV has a story to tell about their country of service. Part of Peace Corps' mission is to promote a better understanding of world cultures among Americans. Call up your old high school teachers, talk to a friend who has school-age children, or approach the head of your church or community group and offer to do a Third Goal activity. Not only will talking about your service build cultural bridges, it will also help you craft your Peace

Corps story, which is a valuable tool in the job search. Peace Corps can even send you free stickers and bookmarks to use during your activity. Send an email to thirdgoal@peacecorps.gov with information about your event to receive your packet and so we can count you in the numbers of those actively participating in Third Goal activities.

CONTINUE TO SERVE.

Each of us was given an amazing opportunity to serve our country in a unique capacity through the Peace Corps. That service doesn't have to end when we COS. Stay active in your community and continue to make a difference in other people's lives. As a bonus, community service not only keeps your skills and resume fresh during the job search, it also expands your social and professional network and contributes to a sense of purpose—which can be especially helpful in times of transition. Visit www.serve.gov to find volunteer opportunities in your area.

BOOKMARK WWW.PEACECORPS.GOV/RPCV/EVENTS.

Check this link frequently for upcoming events and online webinars to assist you in the readjustment and job search process.

STAY POSITIVE.

A positive attitude and an ability to put things into perspective are critical to succeeding as a Peace Corps Volunteer. Draw on these reserves now as you shift gears and look for your next job. While it's easy to become discouraged, your optimism and enthusiasm will go a long way in the job search process. We hear from RPCVs every week who give us updates on their new jobs. You, too, will succeed!

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.