



Career Services Newsletter
September 22, 2006
Volume 2, Issue 20

Welcome to the ICAR Career Services Newsletter.

Questions or Comments to icarjob@gmu.edu

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Job Search Spotlight

Career Related Events

Annual Celebration & Global Peace Awards 6:00pm - 9:00pm October 14, 2006

Organized by:

[Denver Justice & Peace Committee](#)

Hosted by:

[Denver Justice & Peace Committee](#)

Date and time:

6:00pm - 9:00pm October 14, 2006

Admission:

Paid \$12, \$5 stud/seniors

Languages:

English

Registration Deadline:

October 14, 2006

Wheelchair Accessible:

Yes

Area of Focus:

Human Rights and Civil Liberties, Peace and Conflict Resolution

Location:

901 W. 14th Avenue, Suite 7,

Denver, Colorado, 80204,

United States

Contact Person:

[Kara Martinez](#)

Phone:
303-623-1463
Fax:
303-623-3492

The DJPC will award the Global Peacemaker Award to Dr. Thomas Melville, and the 2006 John Proctor Award to Susan Cottona and Jane Covode. The event will begin with a silent auction and reception. Proceeds from the silent auction will benefit the DJPC. Following the silent auction will be the presentation of awards and an address by the Keynote Speaker, Dr. Thomas Melville.

This event is for: Individuals who believe in peace and justice for Latin America. The event will focus specifically on Guatemala.

Directions:
the First Mennonite Church of Denver, 430 W. 9th Avenue
Email:
[Click here to view the email address.](#)

Event posted on: September 18, 2006
Last update: September 18, 2006

***Proofreading Your Body Language: Non-verbal
Communication in the Job Hunt***

9:30am - 11:00am
October 02, 2006

Organized by:
[40Plus-DC](#)
Hosted by:
[40Plus of Greater Washington](#)
Date and time:
9:30am - 11:00am October 02, 2006
Admission:
Free Free
Languages:
English
Registration Deadline:
October 02, 2006
Wheelchair Accessible:
Yes
Area of Focus:
Job Training and Workplace Issues
Location:
1718 P ST., NW,
Suite T-2,
Washington, District of Columbia, 20036,
United States

Contact Person:
[Executive Director](#)

Phone:
202-387-1582
Fax:
202-387-7669

Research shows that over 70% of our interpersonal face-to-face communication is non-verbal. If that is true, then managing non-verbals and body language in our daily communication is literally half the battle. Gain insight on how to identify "incoherent" physical gestures that confuse and detract from your message. Become aware of when your eyes tell the real story with non-verbal signals.

Learn to recognize the physical communication that confuses a listener when the words seem right, but the overall message tells a different story.

Randall Gafner brings his keen observation skills and experience to 40Plus with insights gleaned from over 20 years behind the TV camera, having shot over 6000 "on camera" sit-down interviews with news makers, entertainers and executives. Gafner brings a fresh perspective to "crafting your non-verbals." He will show you some of the same methods used to prepare executives for news interviews on national talk shows.

These are skills that can be learned and you can use them in your job hunt. All effective interpersonal face-to-face communication contains coherent non-verbal elements. Make your message more compelling with improved non-verbal communication.

This event is for: Professionals over 40 who are in career transition or job hunting

Directions:
Dupont Circle Metro south or visit <http://www.40plus-dc.org> for directions
URL:
<http://www.40plus-dc.org>
Email:
[Click here to view the email address.](#)

Event posted on: September 18, 2006
Last update: September 18, 2006

PJSA Annual Conference

10:00am - 4:00pm October 05, 2006 - October 08, 2006

Organized by:
[Peace and Justice Studies Association](#)
Hosted by:
[Manhattan College](#)
Date and time:

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Applicants must be a U.S. citizen, national or legal permanent resident alien and 17 or older.**

10:00am - 4:00pm October 05, 2006 - October 08, 2006

Admission:

Paid see website

Languages:

English

Registration Deadline:

October 08, 2006

Wheelchair Accessible:

Yes

Area of Focus:

Peace and Conflict Resolution

Location:

2130 Fulton Street,

San Francisco, California, 94117,

United States

Contact Person:

[Dominick Mach](#)

Phone:

718-862-8000

The PJSA is hosting its 4th annual conference at Manhattan College in the Bronx. The event includes panels discussing the work being in the academic field of Peace studies.

This event is for: Everyone and anyone interested in Peace and Justice studies.

Directions:

4513 Manhattan College Pkwy

Bronx NY 10471

Off the Henry Hudson and Major Deegan.

242nd Street stop on the 1-line

URL:

<http://www.peacejusticestudies.org/>

Email:

[Click here to view the email address.](#)

Event posted on: September 19, 2006

Last update: September 20, 2006

Organization Spotlight

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Fellowships

FELLOWSHIP – 2007 Individual Advanced Research Opportunities (IARO) Fellowships

IREX is pleased to announce the 2007 competition of the Individual Advanced Research Opportunities (IARO) Program. The IARO Program provides fellowships to US scholars and professionals for overseas research on contemporary political, economic, historical, or cultural developments relevant to US foreign policy. Limited funding is also available for non-policy-relevant topics.

IARO applications and supporting materials are available on the IREX website at <http://www.irex.org/programs/iaro/index.asp>

The application deadline is November 15, 2006.

Fellowships will be awarded to Masters students, Predocs, Postdocs and Professionals with advanced degrees.

The countries eligible for research are Albania, Armenia, Azerbaijan, Belarus, Bosnia and Herzegovina, Bulgaria, Croatia, Georgia, Kazakhstan, Kyrgyzstan, Kosovo, Macedonia, Moldova, Romania, Russia, Serbia and Montenegro, Tajikistan, Turkmenistan, Ukraine, and Uzbekistan.

IARO Fellowships cover travel expenses and a living/housing stipend.

IARO is funded by the United States Department of State Title VIII Program and the IREX Scholar Support Fund.

Questions may be addressed to the IARO Program Staff at IARO@IREX.org or by calling 202/628-8188.

IREX, 2121 K Street NW, Suite 700, Washington, DC 20037 USA
Phone: 202-628-8188

Internships

Project Intern, U.S. Engagement with the Muslim World, Washington D.C.

Search for Common Ground - PROJECT INTERN - U.S. ENGAGEMENT WITH THE MUSLIM WORLD - Washington, DC <<http://www.conflicttransformation.org/Home/careeropportunities/tabid/62/Default.aspx>>

Region:East

Location: Washington, DC

Description:

JOB DESCRIPTION: PROJECT INTERN - U.S. ENGAGEMENT WITH THE MUSLIM WORLD
A PROJECT OF
SEARCH FOR COMMON GROUND USA

The Project: The short-term U.S. response to the attacks of 9/11/01 have focused on military and homeland security strategies. But even military leaders have pointed out that while such strategies may win the war on terrorism they will not win the peace - for that, the underlying conditions that contribute to the development of terrorism must be addressed. That is the purpose of this project U.S. Engagement With The Muslim World: A National Dialogue to Enhance International Security. Specifically, the project aims to develop a strong U.S. national consensus among leaders and citizens concerning:

The conditions that contribute to the development of radical Muslim terrorism,
The values and interests that should guide our response to those conditions, and
Strategies for addressing those conditions and thereby increasing U.S. national security.

So how to get from here to there This project creates a consensus process involving opinion leaders and policymakers from the private as well as public sectors, and representing the widest spectrum possible of viewpoints. The process itself of dialogue and of the participants' searching for common ground among themselves is a major goal of the project. The other major goals are involving the public and the media in the dialogue, and ultimately in influencing leaders and policymakers in constructive engagement between the U.S. and the Muslim world.

The Position: Interns/Research Assistants will assist the project manager in all aspects of developing and carrying out the project, including:

Identifying project participants;

Providing support in several areas:

- Preparation (logistics, participant interviews, etc.) for the first Leadership Summit, to be held in January of 2007;
- Identifying and initiating collaborative relations with related organizations;
- Designing and implementing the public participation and media components of the project;
- Developing funding requests;
- Project administration support (no more than 15% of the time)

The position also provides Interns the opportunity to participate in field activities associated with the project in the Washington, D.C. area.

Interested: If you are a graduate student, please send your resume with a cover letter to: Tom Dunne, Senior Projects Manager

Search for Common Ground USA
1601 Connecticut Avenue NW, Suite 200
Washington, DC 20009-1035

International Peace Operations Association Internship, Washington D.C.

IPOA offers unpaid internships to undergraduate students, graduate students and recent graduates. Internships vary in duration and are flexible to fit in with study. Interns are given great responsibility to manage their own projects

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and conduct their own research. Due to the nature of IPOA, interns are given much more responsibility than most other internships. Unfortunately, IPOA internships are unpaid. However, IPOA offers a small stipend to cover commuting costs.

Internship applications are accepted on a rolling basis. However, the following deadlines are effective for each semester:

Spring 2007 - Applications must be received by November 30, 2006

Summer 2007 - Applications must be received by April 30, 2007

If you would like to be considered for an internship, please submit the following:

- * Resume;
- * Brief essay on why you wish to take up an internship at IPOA;
- * The intended dates and duration of your internship if accepted.

Submissions should be addressed to

Mr. J. J. Messner
Director of Programs & Operations
International Peace Operations Association
1900 L Street, NW
Suite 320
Washington, D.C. 20036

or e-mailed to JMessner@IPOAonline.org with "Internship Application" in the subject line.

We encourage women and minorities to apply. We also encourage international students to consider the IPOA internship.

No phone calls, please.

Jobs

Assistant Professor, Women's Studies, York University, Canada

Position Rank: Full Time Tenure Stream - Assistant Professor

Discipline/Field: Gender, Internationalism, Development and Peace

Home Faculty: Arts

Home Department/Area/Division: Women's Studies

Affiliation/Union: YUFA

Chairperson: Professor Kathryn McPherson

Position Start Date: July 1, 2007

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Gender, Internationalism, Development and Peace

Applications are invited for a tenure-track position at the Assistant Professor level in Gender, Internationalism, Development and Peace. The successful candidate must have a PhD in Women's Studies or a related field, and research specialization in interdisciplinary feminist scholarship on gender, internationalism, development and peace, including global feminist peace movements. The candidate will play a leading role in developing the School of Women's Studies Graduate Program's new initiative – an MA for applicants working in, or intending to work in the United Nations, governments and/or NGOs as gender specialists. The successful candidate will be expected to seek affiliation with York's Centre for Feminist Research, to show evidence of a vigorous research program, and to demonstrate promise of excellence teaching Women's Studies at the undergraduate and graduate levels. The School of Women's Studies is a progressive, dynamic, interdisciplinary unit bringing together all Women's Studies resources at York under one administrative structure: a vital undergraduate program integrating three faculty-based units; a new undergraduate program in sexuality studies; the community-based Bridging Program for Women; a free-standing interdisciplinary graduate program with 60 MA and 40 PhD students; the Centre for Feminist Research; and the Nellie Langford Rowell Library. The School works closely with the journal *Canadian Woman Studies/les cahiers de la femme*. The School serves as an interdisciplinary and bilingual home for undergraduate and graduate students and for faculty members involved in feminist research, scholarship, and teaching.

The successful candidate should be suitable for prompt appointment to the Faculty of Graduate Studies. All positions at York University are subject to budgetary approval.

York University is an Affirmative Action Employer. The Affirmative Action Program can be found on York's website at www.yorku.ca/acadjobs or a copy can be obtained by calling the affirmative action office at 416-736-5713. All qualified candidates are encouraged to apply; however, Canadian citizens and Permanent Residents will be given priority.

The deadline for receipt of completed applications is November 15, 2006. Applicants should submit a curriculum vitae and relevant reprints, and arrange to have three letters of reference sent to:

Professor Kathryn McPherson, Chair
School of Women's Studies
213 Winters College
York University
4700 Keele Street
Toronto, Ontario M3J 1P3 Canada

Contact Person: Professor Kathryn McPherson

Posting End Date: November 15, 2006

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Field Staff/International Accompaniers, Peace Brigades International, Nepal

Peace Brigades International is locating a permanent field team in Nepal.

Peace Brigades International (PBI) is an humanitarian organisation committed to the non-violent resolution of conflicts.

PBI's main objective is to help create a space in conflict zones so that the civilian population may operate without fear of reprisals and violence. PBI is an independent organisation not affiliated to any religious or political institution.

PBI volunteer field staff protect threatened local non-governmental organizations through their physical presence, lobbying, information distribution and workshops.

Additional Qualifications:

We give strong preference to applicants who have previous Nepal field experience, especially those with existing Nepali language skills (spoken and written).

Age minimum: 25 years

Language skills: Excellent English skills (both spoken and written) and the ability to communicate in Nepali or a willingness to learn before deployment.

Time commitment: 8 months - 2 years, including 2-3 months outside of Nepal participating in advocacy efforts.

Nationality: All non-Nepali citizens who meet the above requirements are eligible to apply. We are committed to diversity and encourage candidates from the global south. Given PBI's methodology, our projects cannot accept nationals from the country in which they are operating. Nepali citizens are eligible to apply to other PBI field projects.

In addition to the above, the following criteria are important:

- Ability to live and work in a group, living in modest conditions
- Flexibility, positive attitude and being committed to nonviolence
- Experience in consensus decision-making
- Experience in work related to human rights, peace, and conflict transformation work and/or other related NGO work
- Positive attitude to stress and fear management.

What will PBI-Nepal provide?

- Subsidized language school
- Travel to Nepal
- Most in-country expenses, including health insurance, food and lodging
- Modest monthly stipend and work-related expenses for post-field advocacy work.
- Resettlement grant at end of field service.

What do I have to cover?

- Travel costs to training. (we do have limited subsidies available)

Note:

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1) We will accept candidates under 25 who have exceptional credentials.

How to Apply:

Our next training is in January 2006 in India (likely Dehli). Submit applications no later than November 15, 2006. Slots in the training will be filled as applications are screened.

All candidates must:

- 1) Complete our application form
- 2) Submit three referees
- 3) Contact the PBI-Country Section (where available)

More details and forms are located here...

<http://www.peacebrigades.org/nepal/nepalvolunteer.html>

Director of Development, Council for Court Excellence, Washington D.C.

The Development Director is responsible for developing, planning, implementing, and managing a comprehensive development program for CCE. The Development Director manages the identification, cultivation and solicitation of gift prospects from individuals, law firms, businesses, foundations and government. Giving opportunities include annual giving, program support and in-kind needs, special events, capital/endowment contributions, and membership.

Duties and Responsibilities:

- Develops an annual plan of goals and solicitation strategies (including foundations, special events, mail appeals, major gifts, dues, etc.), with a practical timeline of activities and results.
- Works with Executive Director and other program staff to develop annual budget needs and projections.
- Engages the Executive Director and Board members in donor cultivation activities (ask and non-ask phone calls, visits, etc.).
- Identifies, cultivates, and supports the solicitation of new funding targets.
- Manages the maintenance/cultivation of current donor relationships by providing strategic advice to the Executive Director and key Board volunteers and through direct involvement with donors.
- Keeps the Executive Director and Board leadership fully informed about fundraising progress and programs.
- Provides primary staff support to the Development Committee and its subcommittees.
- Provides supplemental staff support to the Finance Committee.
- With Executive Director, helps set long-range and short-range organizational goals and assists with the development of new program plans by attending and participating in some program planning committees and by working with the Executive Director and the Board.
- Attends events where major donors or prospects will be present.
- Drafts correspondence (request letters and other communication) to current and prospective donors.
- Identifies potential granting foundations and oversees the grant application and reporting processes.
- Serves as CCE's primary contact for foundation officers.
- Assists in the identification, recruitment, training, and support of development volunteers.

Additional Qualifications:

- 3 or more years development experience - including special events, foundation grants, and Board relations
- Strong written and verbal communication skills
- Ability to work well in a small office
- Strong organizational skills, including the ability to multi-task, prioritize, and meet deadlines
- Knowledge of DC legal and business communities preferred

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How to Apply:

No phone calls please. Email is preferred. Send a cover letter, resume, short writing sample, and salary expectations to: office@courtextcellence.org with “Development Director” in the subject line, or mail to:

Council for Court Excellence
Development Director Search
1111 14th Street, NW
Suite 500
Washington, DC 20005
<http://www.courtextcellence.org>

Program Assistant, The Global Justice Center, New York

The Global Justice Center is seeking a Program Assistant to manage its New York office and provide support to the Center’s programs and small staff.

Description of the Organization:

The Global Justice Center (GJC) is a new international non-profit organization that works to advance justice and the rule of law globally by promoting the use of international legal rights to ensure women’s equality in political and legal arenas.

Based in New York City, the GJC aims to fundamentally alter the dominant global legal and political culture by targeting women and political rights in transitional democracies as well as United States foreign policy. The Center will promote a new standard of what constitutes good governance, bolstering the rule of law by enforcing the existing but ignored legal rights to gender equality in decision-making positions.

Concrete Activities to further the Mission of the Global Justice Center include:

- Promote legal tools enabling world leaders, activists, lawyers, and judges, to enforce existing laws and treaties which give women rights to political power, including affirmative steps such as legislative quotas.
- Make itself available to these women to serve as “in-house legal counsel” on international rights, including on United Nations actions and reports, litigation options, model legislation, and strategic alliances at conferences or meetings.
- Provide leaders with cutting-edge, hands-on, creative legal tools that advance the political rights of women and enforcement of human rights globally.
- Provide documented research that supports advocacy of these concerns in the media, the parliaments, or the courts.
- Provide model constitutions and agendas for training national judges on existing rights.

Description of the Position:

The Global Justice Center Program Assistant will support the work of the organization’s President, Counsel, and Program Coordinator while also providing general program support and managing the New York Office. He/she will be involved in every aspect of helping this new organization to grow. Responsibilities are both administrative to substantive.

Program Assistant Responsibilities Include:

GENERAL DEVELOPMENT AND COMMUNICATIONS SUPPORT: Assisting with event planning and development; participating in programmatic events and meetings including seminars, conferences, and roundtable discussions, assisting where needed; liaising with other organizations, partners and donors; assisting with website maintenance and content; writing, proofreading, and editing correspondence, reports, grant applications and other documents; supervising interns.

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FINANCIAL MANAGEMENT: Managing and tracking all internal finances, expenses and reimbursements; maintaining subscriptions and memberships; managing tax exempt documentation and status; coordinating with accountant on finances; reviewing and revising operating budget; providing financial reports for the Center.

OFFICE MANAGEMENT: Maintaining and organizing database and files (hard and electronic); managing purchase of all new equipment, computers, software, and leasing of machines, supplies, and oversees general office maintenance (cleaning, repairs, etc.); fielding general requests for information; managing overall program and office logistics, recruiting law student and undergraduate interns for three terms each year.

Additional Qualifications:

- Bachelor's Degree (BS, BA, etc.) required;
- Administrative and non-profit experience a plus;
- Interest in and knowledge of women's rights, international relations, law, public policy, transitional justice, nation-building, web-design, and/or non-profit administration.
- Strong verbal, written, and interpersonal communication skills;
- Well organized and attentive to detail;
- Ability to work independently to meet deadlines, initiate projects, prioritize, and perform a wide variety of tasks over the course of the workday;
- Ability to work collaboratively on projects;
- Experience using the Internet for communication and research;
- Motivation, enthusiasm, creativity, and willingness to learn;
- Computer proficiency is essential including database software, Microsoft Office.

How to Apply:

Please send a cover letter, CV, and the names and contact information for two references to info@globaljusticecenter.net with "Program Assistant" in the subject line or by mail to:

Global Justice Center
Attn: Program Coordinator
12 East 33rd Street, Suite 1200
New York, NY 10016

Programme Coordinator for Sub-Saharan Africa, Transparency International, Berlin

TI Secretariat in Berlin is seeking a highly motivated professional for the position of:

Programme Coordinator, Sub-Saharan Africa

Transparency International (TI) is the civil society organisation leading the global fight against corruption. TI currently has more than 90 National Chapters around the world. Its International Secretariat is based in Berlin, Germany.

TI does not investigate or expose individual cases of corruption but advocates for reform by focusing on systemic improvement and by building coalitions with other anti-corruption stakeholders, including governments, the private sector and civil society organisations.

The Africa and Middle East Department (AFME) is one of the four regional departments of Transparency International Secretariat (TI-S) and is made up of two sub-regions: the Sub-Sahara Africa sub-region and the Middle East and North Africa sub-region. Staff in the AFME department facilitate the effective provision of support to TI National Chapters, sometimes through administrative, financial control and governance work. Staff are also expected to coordinate anti-corruption activities (such as a project to promote the effective monitoring of implementation of the African Union Convention against corruption, a series of National Integrity System studies

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and various thematic conferences) at regional and sub-regional levels.

Through the work of the AFME, National Chapters and other partners, there has been a significant increase of the level of awareness of corruption in the region. However, we still need to more effectively advocate TI's positions at sub-regional and regional bodies, initiate innovative projects to produce concrete results in the fight against corruption and to strengthen the capacity of our network of national chapters in Africa to advance our anti-corruption work.

Programme Coordinator for Sub-Saharan Africa

Full time position.

Main function: Responsibility for country and regional work in sub-Saharan Africa, including advocacy, analysis and project management

Starting date: 1 January 2007 (negotiable)

Duration: Two years, with possibility for extension

Location: TI-Secretariat, Berlin, Germany; with international travel

Department: International Group / Africa & Middle East Department

Reporting lines: Reports to the Regional Director, Africa & Middle East (AFME)

Key responsibilities:

1. Regional work

- Maintain political understanding and analysis of the African region, current events therein and developments in corruption and good governance
- Support the anti-corruption work of the National Chapters and other partners by providing information and advice
- Advocate for TI Chapters' anti-corruption work in Africa with governments, regional inter-governmental bodies, international and regional organisations, private sector and civil society
- Identify new challenges and opportunities for fighting corruption with partners and potential National Chapters; negotiate those partnerships

2. Programme activities

- Manage ongoing TI anti-corruption programmes through coordinating projects and programme activities (including event organising), financial management of programmes, donor reporting
- Manage additional programmes subject to funding and time constraints
- Conduct fundraising and project development by developing new anti-corruption programmes in consultation with National Chapters, including researching, writing proposals and preparing budgets
- Identify potential donors; liaise with current and potential donors

3. Representation and media / communications work

- Represent TI at public events, including presenting short speeches / briefings or preparing them for other TI officials
- Respond to enquiries from members of the public, international organisations, etc
- Identify media opportunities relating to TI's work in the region, draft press releases, respond to media enquiries at the national and international level

4. Broader Transparency International - Secretariat work

- Contribute to other Secretariat departments (Research and Policy, Communications, and Global Programmes and TI-S initiatives; acting as liaison for African chapters
- Contribute to TI publications
- Assist in the application of TI research tools in the region
- Prepare briefings on countries and issues for TI management and Board members

Additional Qualifications:

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Knowledge, experience and skills:

- University degree in relevant field (international relations / development, African studies, public policy or business management)
- Minimum of 5 years' relevant work experience, of which a minimum 3 years in Sub-Saharan Africa or working on issues involving African development, policy, business or economics
- Excellent knowledge of Sub-Saharan Africa, and political analysis of the region
- Knowledge of current anti-corruption, good governance or development issues
- Experience in project management (including financial budget management) and fundraising
- Experience in working with civil society; knowledge of NGO capacity building/training is an advantage
- Equal fluency in English and French; knowledge of a major African language is an advantage
- Highly developed team work and intercultural communication skills
- Ability and willingness to travel

How to Apply:

To apply:

Detailed applications (in English only) giving full particulars of qualifications and experience, biographical data, salary expectations, and the names, phone and e-mail contact details of 3 referees, including recent employers, should be sent to:

subsaharanafriajob@transparency.org

The closing date for this position is Sunday 15 October 2006. Applications received by this date will take priority; however, late applications may be considered if the position has not been filled.

Transparency International is an equal opportunity employer. Only short-listed candidates will be notified.

For more information on Transparency International please see www.transparency.org

DIRECTOR OF DEVELOPMENT, International Center, New York

Founded in 1961, the International Center in New York is a dynamic language center where immigrants, refugees, international students, and other foreign-born newcomers learn English and learning environment for 2,500 foreign-born newcomers annually. Our core program is the Conversation Partner Program, matching our foreign-born members with trained volunteers to practice English conversation. Each year, 1,000 volunteers provide these services to our members.

The Center operates on a budget of roughly \$2.0 million, which is split evenly between earned and contributed income. We have 14 full-time staff and 15 part-time staff. In the last five years, the Center has grown a great deal, both at its West 23rd location and through an outreach effort to immigrants in their neighborhoods. Future growth will focus on new programs in these communities in collaboration with community based-organizations, academic institutions and other appropriate partners.

Reporting directly to the Executive Director, the Director of Development is responsible for maintaining existing donor relations, identifying new sources of support and participating in external affairs. Working with the Executive Director, senior staff and the board, the Director of Development is also a key participant in strategic planning and program development for the Center.

The Director of Development's position calls for a person with wide general knowledge of fundraising, including institutional giving, government relations, donor cultivation, individual gifts, and events. S/he should also have the ability to devise and implement plans strategically; an understanding of non-profit management and operations; and experience or an interest in immigrants, language and culture. Strong writing, communication, and computer skills are necessary.

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Specific responsibilities include:

- Implement and amend as appropriate a strategic plan for fundraising and development in collaboration with the Executive Director, board members, and appropriate staff members;
- Source, cultivate and write funding proposals for general operations and special projects, concentrating especially on grants over \$25,000 or funders who will become large donors over time;
- Research promising opportunities for government funding;
- Work with board members on development and fundraising projects related to grant proposals, special events, and general gifts;
- Supervise at least three special events annually including a theatre or other kind of benefit chaired by a board member, a benefit party for young supporters coordinated by the Development Assistant in conjunction with the VOICE Council (Center volunteers), and an annual black-tie awards dinner coordinated by a contracted events planner;
- Assist the Executive Director in general long-term planning, and participate in selected committees with staff and/or board including the Strategic Planning Committee;
- Work with staff to develop and implement new program ideas to raise funds, including the Center's Scholarship Fund;

The Director of Development is assisted by a Development Assistant whose responsibilities include support in all aspects of development, including grant-writing, as well as assisting with special events; cultivating corporate volunteers; gift processing and acknowledgement of donations; maintenance of the donor database; regular mailings/board meeting administration and minutes, and general administrative work.

How to Apply:

Please send cover letter and resume to:

Beverly Brown Ruggia: bbrown@intlcenter.org or
50 West 23rd St., 7th floor, New York, NY 10010

CEDPA Communications Coordinator, Washington D.C.

Are you an energetic communications professional who would like to use your talents to make a difference in the lives of women and girls around the world? The Centre for Development and Population Activities (CEDPA) is hiring a full-time communications coordinator with Web and print savvy to promote CEDPA's mission and public image, under the direction of our Director of Communications. Primary responsibilities are to: manage content on CEDPA's Web site; produce an e-mail newsletter; provide basic print and electronic layout and graphic design assistance; manage print production of several yearly publications; and organize CEDPA's conference presence. The right candidate will have 5 years of experience in communications, with outstanding skills in Photoshop, InDesign and basic HTML and DreamWeaver experience. Must also have excellent writing and interpersonal communication skills.

We offer a competitive salary commensurate with experience, an excellent benefits package and a workplace that is committed to advancing education, reproductive health and political participation of women and girls globally. For complete job description, please visit our Web site, <http://www.cedpa.org/section/aboutus/employment>. All interested applicants are requested to forward a cover letter, resume and work samples with salary expectations to jobs@cedpa.org or to:

CEDPA Human Resources

**The Conflict Resolution Center of Montgomery County is an equal opportunity employer.
Applicants must be a U.S. citizen, national or legal permanent resident alien and 17 or older.**

The Centre for Development and Population Activities
1133 21st Street NW, Suite 800, Washington, DC 20036
Fax: 202-667-1900

EOE/ADA

Research and Policy Analyst / Center for Health and Gender Equity (CHANGE) / Takoma Park, MD, USA.

DESCRIPTION:

The Center for Health and Gender Equity (CHANGE) seeks a policy analyst to track and investigate U.S. international policies, programs and funding streams in the areas of global HIV/AIDS, reproductive health/family planning, and gender-based violence.

CHANGE seeks to promote accountability of U.S. international policies to reproductive and sexual health and rights objectives, in part by analyzing the policies, programs, and flows of funding affecting the health and rights of women, girls, and other vulnerable or marginalized populations.

This position therefore involves ongoing in-depth analysis of both the substantive details of international policies and programs supported by the U.S. government within and across the areas of HIV/AIDS, reproductive health and gender-based violence, and regular monitor/tracking of the funding flows within and across each area at the international level and at the country level.

Through this and other work, the Research and Policy Analyst contributes in a critical way to the organization's intellectual capital.

This is a position with strong growth potential.

REQUIREMENTS:

- The ideal candidate will have 2-3 years of related work experience;
- Will be flexible with strong research, analytical, communication and organizational skills;
- Be a good team player;
- Be able to manage multiple tasks, and be highly attentive to detail.
- Strong commitment to the organization's mission and to high-level performance is essential.

TO APPLY:

Applicants must submit the following materials: cover letter including a summary of relevant past experience and qualifications for and interest in this position, current resume, two writing samples and three references. NO PHONE CALLS PLEASE.

Send application materials to:
Human Resources
Center for Health and Gender Equity
6930 Carroll Avenue, Suite 910

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Takoma Park, MD 20912
Fax: 1.301.270.2052

Email applications can be sent to: (careers@genderhealth.org) (please put "Research and Policy Analyst" in subject line.)

Website: www.genderhealth.org

Organizational Associate, Teaching for Change, Washington D.C.

The Organizational Associate plays a key role in ensuring the success of Teaching for Change's programs and organizational development. The Organizational Associate works closely with the Executive Director on fundraising and board development. She or he is responsible for human resources, office systems, technology, national and local database, and internal communications. This is an ideal position for a person seeking to develop leadership skills and experience in non-profit management. Teaching for Change is at an exciting turning point with the recent addition of a bookstore and many programs expanding nationally. The person in this role will have the opportunity to play a key role in this organizational growth.

Additional Qualifications:

Ability to stay on top of multiple responsibilities and meet all deadlines.

Administrative ability.

Supervisory ability.

Bachelors degree

Three (3) years of administrative office experience, one (1) of which must have included supervision, organization, coordination, and performance of duties at a responsible level -or- graduate of non-profit management training program.

How to Apply:

Send cover letter, resume and two references to Deborah Menkart, Teaching for Change, dmenkart@teachingforchange.org. Visit the website first to learn about the organization so that the cover letter can address specifically the mission and work of the organization.(email only -- no faxes or hard copies.)

Administrative Assistant/ Office Manager, Community Dispute Settlement Center of Massachusetts

The Administrative Assistant/ Office Manager is responsible for ensuring the effective, efficient and cost-effective operation of CDSC. He/she is a key component in helping all staff perform their jobs more effectively by developing and maintaining all office management systems. The role also includes ensuring that financial and statistical reports are produced as requested, planning and execution of events, and marketing the services of CDSC. This person reports to the Executive Director.

Duties and Responsibilities:

- Provide administrative assistance to staff.
- Prepare organizational materials.
- Assist in the planning and execution of fundraising events.
- Maintain office organization systems and develop new ones with an eye to efficiency.
- Ensure that office equipment and supplies are maintained.
- Perform necessary data entry tasks.

Additional Qualifications:

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Requirements:

- BA in a relevant discipline; 2-4 years of relevant work experience
- Strong verbal and written communication skills
- Excellent computer skills including Windows office suite (word, excel, power point, access, email)
- Demonstrated capacity to work independently and get things done.

How to Apply:

Send Resume and Cover Letter to: (via email preferred)

Gail S. Packer, Executive Director
Community Dispute Settlement Center, Inc.
60 Gore Street, Cambridge, MA 02141

Email [to both please]:

gspacker@communitydispute.org

and

cdscinfo@communitydispute.org

Phone: 617-876-5376

Fax: 617-876-6663

Website: <http://www.communitydispute.org>

Three Positions with Save the Children

SAVE THE CHILDREN - US is the leading independent organization creating real and lasting change for children in need in the United States and around the world. We are a member of the International Save the Children Alliance, comprising 27 national Save the Children organizations working in more than 100 countries to ensure the well-being of children.

PROGRAM DIRECTOR

BATTAGRAM/BANA, PAKISTAN

Save the Children seeks applicants for the position of Program Director. The Program Director is responsible for the management of Save the Children's programs in Battagram District, North West Frontier Province. The incumbent will be responsible for ensuring a strong and relevant organizational structure is in place for the Battagram/Bana-based programs; that the team there works well together; that s/he develops an effective and supportive working relationship with Islamabad-based colleagues and support departments; and that the program receives the support it needs to deliver results. REQUIREMENTS: Advanced degree in international development or related field; Minimum 6 years' management experience including significant expertise in the management of emergency or development programs in remote and difficult areas is key; Experience supervising large projects, including large numbers of multi-cultural staff required; Ability to lead and work effectively in remote and difficult, and sometimes

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insecure, environments is critical; Working knowledge of Sphere Manual and Convention on the Rights of the Child desired; Strong oral and written English language communication skills required. Knowledge of Urdu or Pashto is an added advantage, but not a requirement. Visit our Save the Children Career Website and apply directly on line to: <http://www.savethechildren.org/careers/index.asp> and reference position #3122.

CHIEF OF PARTY, ASSISTING MICROFINANCE INSTITUTIONS

WEST BANK AND GAZA

Save the Children seeks applicants for the position of Chief of Party, Assisting Microfinance Institutions. Lead the program's strategic, technical, financial, and operational planning, including the annual work planning process and development of an appropriate exit strategy; Supervise Microfinance Technical Specialists, MFI Network Coordinators, a Documentation Officer, and Admin/Finance Managers. Oversee the monitoring and evaluation and knowledge management activities, led by the Microfinance Specialists, ensuring that the experience and results of the team are captured, analyzed, and disseminated to USAID and the broader community of MFI professionals. REQUIREMENTS: Advanced degree in Business Administration, Economic or International Development, Development Management, Agricultural or Development Economics, or Project Management; Minimum 8-10 years experience managing overseas, multi-partner development programs, especially USAID-funded programs; Proven experience in building capacity of indigenous Microfinance Institutions. Visit our Save the Children Career Website and apply directly on line to: <http://www.savethechildren.org/careers/index.asp> and reference position # 3125.

LITERACY SPECIALIST

ALBUQUERQUE, NEW MEXICO

Save the Children seeks applicants for the position of Literacy Specialist. The Literacy Specialist is responsible for providing technical leadership, support and guidance to model literacy programs. This involves: 1) guiding and supporting partners in the design, implementation and monitoring of literacy activities and programs; 2) collaborating with the HO program literacy team in developing and implementing training and capacity-building literacy activities for partners; and 3) identifying and developing solutions and approaches to help improve literacy results for children. REQUIREMENTS: MA in education and a minimum of five years relevant experience; Knowledge of and experience working with school districts and other education organizations in the Albuquerque, NM area; Demonstrated management and organizational skills related to program implementation; Experience developing and implementing training; Knowledge of the child/youth development field and programmatic principles. Visit our Save

the Children Career Website and apply directly on line to:
<http://www.savethechildren.org/careers/index.asp> and reference position # 3121.

Field Staff/ International Accompaniers, Peace Brigades International, Nepal

[Peace Brigades International \(Peace BI\)](#)

Location country: Nepal

Closing date: 15 Nov 2006

Job Description

We give strong preference to applicants who have previous PBI field experience or who have previous Nepal field experience, especially those with existing Nepali language skills (spoken and written).

Age minimum: 25 years

Language skills: Excellent English skills (both spoken and written) and the ability to communicate in Nepali or a willingness to learn before deployment.

Time commitment: 8 months - 2 years, including 2-3 months outside of Nepal participating in advocacy efforts.

Nationality: All non-Nepali citizens who meet the above requirements are eligible to apply. We are committed to diversity and encourage candidates from the global south. Given PBI's methodology, our projects cannot accept nationals from the country in which they are operating. Nepali citizens are eligible to apply to other PBI field projects.

In addition to the above, the following criteria are important:

Desirable background (beyond previous PBI or Nepal field experience)

- Ability to live and work in a group, living in modest conditions
- Flexibility, positive attitude and being committed to nonviolence
- Experience in consensus decision-making
- Experience in work related to human rights, peace, and conflict transformation work and/or other related NGO work
- Positive attitude to stress and fear management.

What will PBI-Nepal provide?

- Subsidized language school
- Travel to Nepal
- Most in-country expenses, including health insurance, food and lodging
- Modest monthly stipend and work-related expenses for post-field advocacy work.
- Resettlement grant at end of field service.

What do I have to cover?

- Travel costs to training. (we do have limited subsidies available)
- Training fee -- we request you pay a voluntary and nominal training fee, based on a sliding scale.

Note:

1) We will accept candidates under 25 who have exceptional credentials.

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2)The training fee is a suggested donation amount which applicants are welcome to donate. It is not required only suggested. Our goal is to make the job open to all applicants, regardless of their ability to pay. The position does compensate the successful candidates with airfare, stipend, repatriation, health coverage and other living expenses.

Vacancies Contact

email: volunteer@pbinepal.org

Include your name, nationality, age and CV or resume. We will send you more details about the application process and PBI-Nepal's work. We review applications as they arrive, therefore we encourage you to send your material in quickly. Please note that participation in the training, which is an integral part of our volunteer selection process, does not guarantee an invitation to join the field team.

Reference Code: RW_6NATVY-24

Peacebuilding Associate, Refugees International

[Refugees International \(RI\)](#)

Advocacy for Refugees and IDPs

Location country: United States of America

Closing date: 29 Sep 2006

Job Description

The Peacebuilding Associate is responsible for managing the day-to-day workings of the Partnership for Effective Peacekeeping in close collaboration with the Peacebuilding Program Officer. This position will also assist with providing analysis and conducting advocacy regarding international peacekeeping efforts and their relationship with preventing conflict-related displacement, with particular reference to UN efforts and U.S. support for them.

Duties and responsibilities

1. Manages the day-to-day workings of the Partnership for Effective Peacekeeping, which brings together Washington-based humanitarian organizations and think tanks interested in improving international peacekeeping, in close collaboration with the Peacebuilding Program Officer.
2. In close collaboration with the Peacebuilding Program Officer, RI's New York Representative and the Congressional Advocate, track and analyze policy developments related to UN peacekeeping reform, U.S. support for reform efforts, and U.S. government efforts to improve its overall capability to respond to conflict.
3. Hold frequent meetings with U.S. government officials, UN agency personnel, and other relevant actors to carry out advocacy strategies related to peacekeeping efforts.
4. Write longer reports and pieces for the agency and PEP websites.
5. Develop media contacts and conduct interviews as needed to advance the advocacy agenda related to peacekeeping for the organization.
6. Collaborate with fellow advocates and other RI staff to advance agency thinking on key issues and to support the achievement of the agency's mission.
7. Contribute to agency fund raising efforts by developing specific proposals for the peacekeeping program, meeting donors, contributing to donor reports, helping to organize Board and donor tours, and giving public talks on peacekeeping issues.
8. Perform other reasonably related duties as assigned.

Qualifications

1. One year or more professional experience involving some combination of direct work with peacekeeping

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missions, work with refugees or in crisis situations, and policy work related to peacekeeping.

2. Bachelor's degree with a focus on peacebuilding, peacekeeping, conflict resolution, refugees, or other international humanitarian issues.
3. Familiarity with the key agencies and institutions involved in peacekeeping, peacebuilding, and humanitarian response, and their respective strengths and weaknesses.
4. Communication skills, especially writing and public speaking. Computer literacy required and website skills a plus.
5. English language fluency and working knowledge of another language of value to the agency's overseas work, such as French, Spanish, Swahili, etc.
6. Ability to work well with others in small teams.
7. Flexibility and sense of humor.

Vacancies Contact

Submit a letter of interest, cv, professional writing sample , and 3 references to ri@refintl.org

Reference Code: RW_6TNRQ2-21



UNITED STATES INSTITUTE OF PEACE

1200 17th NW, Suite 200
Washington, DC 20036-3011

Research Assistant Opportunities, United States Institute of Peace, Washington D.C.

The United States Institute of Peace employs Washington, D.C.-area university students each year as paid, part-time research assistants (RAs) through a cooperative program with the Consortium of Universities of the Washington Metropolitan Area (CUWMA). Research assistants are paid between \$10-14 per hour and work an average of 20 hours per week. We currently have **8 openings**. Feel free to apply to any or all of the open positions.

JR Fellowship Openings (5)

Jaya Acharya

Executive Chairman, **Center for Democracy and Development**

Desired Foreign Language Skills: Nepali, Hindi

Expected Project Dates: October 2, 2006 – July 31, 2007

Project: **Maoist Crisis in Nepal: Diplomatic Strategies for Resolution**

Other skills or knowledge: game theory analysis of conflict and cooperation

Contact: ra-jobs@usip.org

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Joyce Neu

Executive Director, Joan B. Kroc Institute, University of San Diego

Expected Project Dates: October 2, 2006 – July 31, 2007

Project: **Pursuing Justice During Armed Conflict: Facilitating or Obstructing Peace?**

Other skills or knowledge: knowledge of factors that facilitate or obstruct peace-making

Contact: ra-jobs@usip.org

Jennifer Schirmer

Visiting Professor, University of Oslo

Desired Foreign Language Skills: Spanish

Expected Project Dates: October 2, 2006 – July 31, 2007

Project: **Skilling the Armed Actors for Peace in Colombia**

Contact: ra-jobs@usip.org

Rotimi Suberu

Senior Lecturer, University of Ibadan

Expected Project Dates: October 2, 2006 – July 31, 2007

Project: **Managing Nigeria's Federal Democracy**

Contact: ra-jobs@usip.org

Takashi Yoshida

Assistant Professor, Western Michigan University

Desired Foreign Language Skills: Korean, Japanese, and Chinese

Expected Project Dates: October 2, 2006 – July 31, 2007

Project: **Remembering War, Commemorating Colonialism: A Comparative Analysis of Postwar Japanese Activism and Museums** (The study will examine the use and abuse of war memories by each nation and their political organizations)

Other skills or knowledge: editing skills in English

Contact: ra-jobs@usip.org

General USIP Openings (3)**Center for Mediation and Conflict Resolution**

Project: Survey literature, tools, and other materials on international conflict mediation. Duties will include summarizing, cataloguing, and distilling best practices in a format that makes them accessible to practitioners and supports ongoing USIP efforts to systematize use and dissemination of guidelines for mediation. The project will also conduct a comprehensive survey and assessment of other tools and training resources for mediation, including databases, computer models, simulations, and training courses/programs.

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Duties: Typically include conducting library and on-line research, summarizing documents, arranging briefings on mediation tools and training, and providing a limited amount of administrative support for project-related travel. Familiarity with website development/online knowledge networks is a plus but not essential. Pay is based on degrees held and years of education completed.

Contact: ra-jobs@usip.org

Dr. C. Christine Fair

USIP Senior Research Associate (South Asia and Terrorism)

Desired Foreign Language Skills: Urdu, Punjabi, Hindi, or Bengali (Strongly desired, especially Urdu and/or Punjabi)

Expected Project Dates: October 1, 2006 – September 30, 2007

Project: Duties for the Center depend on the Senior Research Associate's needs, but typically include conducting library and on-line research, with a strong emphasis on conducting comprehensive literature reviews. **Thus, strong research methodology skills and knowledge of research databases (i.e. PAIS, EBSCO, etc) are essential.** Depending upon language skills, translation and summarizing documents will be included. The candidate should also be a careful proofreader, adept at formatting and editing text, and arranging project presentations. There will be administrative duties as well, so the willingness and ability to work well with full-time staff is a must.

Contact:

Nicholas Howenstein

Center for Conflict Analysis and Prevention, U.S. Institute of Peace

1200 17th Street, NW - Suite 200

Washington, DC 20036 - 3011

E-Mail: nhowenstein@usip.org

Abdeslam E.M. Maghraoui

Director, Muslim World Initiative

Expected Project Dates: October 1, 2006 – July 31, 2007

Desired Foreign Language Skills: Arabic

Contact: Robert Grace

Center for Conflict Analysis and Prevention, U.S. Institute of Peace

1200 17th Street, NW - Suite 200

Washington, DC 20036 - 3011

E-Mail: rgrace@usip.org

Overview

RA positions are part-time, averaging 20 hours per week. Students employed as RAs are usually asked to work for the duration of the project they are assigned to. RAs are paid between \$10-14 per hour, based on degrees held and years of education completed. Keep an eye on our website (<http://www.usip.org/fellows/ra.html>) for updates on these and additional openings.

**The Conflict Resolution Center of Montgomery County is an equal opportunity employer.
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Please note that only students from universities belonging to CUWMA can be considered for these openings. CUWMA members include American University, the Catholic University of America, Georgetown University, George Mason University, George Washington University, Howard University, the University of Maryland at College Park, and others. Visit the CUWMA site for a complete list.

If you are not a student at a CUWMA member university, please check the USIP's **jobs page** for information on other openings.

To Apply

To apply for an RA position, please send a cover letter saying which project or projects interest you, a copy of your resume, and a brief writing sample demonstrating your research and writing ability to:

Shira Lowinger
United States Institute of Peace
1200 17th Street, NW, Suite 200
Washington, D.C. 20036-3011
Fax: (202) 429-6063
E-mail: ra-jobs@usip.org

Programme Manager: Eastern Europe and Central Asia

(Ref: FP/317)

Salary £36,000 - £39,500 plus excellent benefits package
Based in Brighton, UK with regular travel in the region

The Alliance's Eastern Europe and Central Asia sub-team supports programmes in Ukraine and Mongolia and is in the early stages of programme development in Central Asia Republics (notably Kazakhstan and Kyrgyzstan). The Programme Manager will be responsible for the international support provided to field programmes in the region as well as management of relationships with our Linking Organisations. In collaboration with the Head of Team and other Asia and Eastern Europe managers, the Programme Manager will contribute to the Alliance's strategic directions in the region.

This is an excellent opportunity for a highly motivated self-starter with relevant work experience. As a successful manager of programmes, s/he will be able to demonstrate experience of managing multi-country and multi-million US\$ budgets and possess proven strategic planning and analytical skills. S/he will have excellent communications skills in English both verbally and in writing and be capable of moving easily and effectively between the worlds of donors and grassroots NGOs.

For further details about this position, including job description, person specification, closing date and how to apply please see our 'employment opportunities' section on the Alliance website <http://www.aidsalliance.org> .

The International HIV/AIDS Alliance is committed to equal opportunities and welcomes applications from appropriately qualified people from all sections of the community.

The Conflict Resolution Center of Montgomery County is an equal opportunity employer. Applicants must be a U.S. citizen, national or legal permanent resident alien and 17 or older.

6:30pm Monday - Friday.

It is important that we stress to candidates interested in applying that we expect candidates to be prepared to begin working as soon as they are hired. This is a very fast paced environment and we are seeking individuals that can keep up with the demands and standards of the program. This is a position for someone with past experience. We are seeking someone who is knowledgeable of after school programs, preferably beacon programs, and is highly motivated to work in a supportive environment, with like individuals, all here to effect change and offer high quality programs and services.

How to Apply:

Please go to our website <http://www.hcz.org> and read about our organization and site prior to applying.

Send resume to hlopez@hcz.org .

Multi-agency Domestic Violence Advocate, VT

Multi-agency Domestic Violence Advocate to work with Winooski, Essex, & Colchester Police Departments. F/T employee of Winooski PD, flexible scheduling, on-call hours.

Women Helping Battered Women Legal Advocates to provide comprehensive advocacy services to victims of domestic violence. Wknd. & on-call hours required.

Criminal background checks conducted.

Minorities, GLBTQQ, & Survivors of Domestic Violence encouraged to apply.

Additional Qualifications:

For all positions, legal &/or social service experience desired.

How to Apply:

Send resume, cover letter, & references indicating position(s) you are applying for by Oct.6, to: WHBW, P.O. Box 1535, Burlington, VT 05402

Job posted on: September 21, 2006

Infrastructure Reconstruction Enabling Program

GTZ-International Services

Location: Indonesia, Banda Aceh

Last Date: September 24, 2006

Email: **(Reference: DevNetJobs.org)**

Indonesia - Infrastructure Reconstruction Enabling Program

Reference code: HG-227/06

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Country of assignment and location
Indonesia, Banda Aceh

The project:

More than 1,5 years have passed since the devastating tsunami and earthquake have struck the Indian Ocean and particularly the Indonesian Province of Aceh. The total reconstruction and development program for Aceh and Nias is estimated to cost USD 8-10 billion, making it the largest reconstruction program in the developing world. In this context GTZ is shortlisted for an infrastructure program in Banda Aceh and Nias.

The project focuses on reconstruction enabling activities, especially planning, managing and delivering the overall infrastructure reconstruction program through formulation of strategies and project identification, quantification, project preparation and delivery. Consequently, the core team of experts will be based in Banda Aceh.

Your tasks:

GTZ is looking for international professionals with skills in

- Project Management,
- Strategic and Investment Planning,
- Programming and Project Planning,
- Finance and Financial Management and Administration,
- Procurement,
- Logistics Management,
- Quality Management,
- Environmental and Social Safeguards,
- Urban and Regional Infrastructure Planning,
- Disaster Reconstruction Management,
- Heavy Civil Engineering,
- Municipal Engineering,
- Water Supply, Sanitation and Drainage,
- Community and Social Development,
- Communication,
- Information and Systems Specialists.

Your qualifications:

Candidates with tertiary qualifications in engineering, a minimum of 10 years project management experience and advisory experience on ministerial level will be given preference.

Duration:

Implementation is expected to commence in November 2006 and to end in June 2009. Hence, candidates should be willing to relocate and work in Aceh on for 2-3 years.

Contact:

For further information please contact
Mr. Martin Henneberg

Homepage: www.gtz.de

online application:

<http://www.gtz.de/en/karriere/stellenmarkt/jobs-by-region-detail.asp?region=Asia+and+Pacific&anzeige=60069526>

Emergency Advocacy Capacity Building Officer, Middle East

Christian Aid

Location: London

Last Date: September 26, 2006

Email: **(Reference: DevNetJobs.org)**

Work for an organisation where life comes first.

Half the world lives in poverty. Christian Aid is striving for wholesale change to rules that keep people poor. We work wherever the need is greatest, giving people strength to find their own solutions to the problems they face, irrespective of their religion. So if you're passionate about helping others, and want to help us drive positive change across the world, join us.

Emergency Advocacy Capacity Building Officer, Middle East
(Fixed term for 1 year)
Salary £28,934 - £32,563
London

The post holder will have responsibility for developing and implementing Christian Aid's advocacy response to the emergency in the Middle East specifically in Lebanon, Gaza and Northern Israel. They will work closely with Christian Aid partners in the region to support their advocacy programmes as well as developing capacity. While the post is based in London, extensive travel to the region is anticipated.

The post holder is expected to have at least three years experience of implementing advocacy activities, of which at least one should be at an official/governmental level. The post requires familiarity with the Middle East region, experience of communicating a complex issue to different audiences. The post holder will have experience of policy or programme work on emergencies and humanitarian relief particularly in a partnership context. The post holder will be educated to at least degree level and will be fluent in English.

We value the contribution each and every one of our people makes to the success of our organisation. That's why you can expect a wide range of rewards and benefits, including a generous holiday allowance, a season ticket loan, and flexibility that will ensure you enjoy a good work/life balance.

As this post is UK based, non-EC nationals will require current and valid permission to work in the UK, as the Department of Employment will only issue work permits in exceptional circumstances and for limited periods only.

Job Reference: 1363/AA

Closing date for applications: 5 pm 26th September 2006

Interview date: week beginning 1st October 2006

To apply for this post, please visit our website on www.christianaid.org.uk to download an application pack. Please email completed forms to: recruitment@christian-aid.org (quoting the reference number and DevNetJobs.org). If you have not heard from us within two weeks of the closing date you should presume that you have not been short listed

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