

# Life Beyond the Grove

*A Life After AmeriCorps Guide*

Interview Skills and Job  
Resources



North Central Region  
Class XIX FEMA Corps  
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## **Job Interviewing**

Adapted from AmeriCorps Next Steps Book

### **First you need to get an interview**

- The first question potential employees always ask themselves, "How can I get an interview?" To be successful in your job hunt, you must first have a cover letter and resume.

### **Before the Interview**

- Do a mock interview with someone you trust. They may be able to point out things you do that you don't realize, such as twirling your hair, saying "um," etc.
- Know the exact place and time of the interview, the interviewer's full name, the correct pronunciation and his or her title and directions to the location. Make an initial dry run, so you won't get lost or underestimate the time it takes to get there. Plan to arrive about fifteen minutes early.
- Plan how you want to look and what you will wear for the interview. It is always better to overdress than underdress.
- Learn pertinent facts about the organization or company such as mission and vision statement, clientele served, etc. Be prepared to answer the question "Tell us what you know about our organization."
- Find out why the hiring manager and/or client representative is interested in your qualifications.
- Determine how the opportunity will impact your immediate and long-term career development.
- An interview is a "two-way street." Know what questions to ask during the interview. Your questions allow the hiring manager to evaluate your professional and personal needs. Insightful questions help both of you determine if your relationship will be mutually rewarding. Lastly, the better you understand the opportunity, the more you will be able to communicate your interest in the position.
- Anticipate questions you may be asked. Think about what an interviewer would want to know; then put together a response and practice it. Have examples to supplement each answer.
- Prepare your "elevator speech." You may be asked "tell us about yourself," in which you want to briefly share about yourself. The interviewers do not want to hear your life story here, but are more interested in what brought you to this interview, your skills and passions, and possibly one or two more personal things about yourself. Keep your answer to 2-3 minutes.
- Identify three of your strengths and practice describing them.
- Think of the three most important or difficult problems you have solved as an AmeriCorps member or at another work setting.

- Gather materials you have written or produced that are relevant to the job you are seeking. Take these with you to the interview.
- Compile a reference list. Type it in a neat form with your name at the top.
- Bring extra copies of your resume for those interviewing you.

### **During the Interview**

- Make sure your phone is turned off or on silent.
- Shake the hand of the interviewer(s) firmly at the start and end of the interview.
- Do wait until you are offered a chair before sitting. Sit upright, look alert and interested at all times. Be a good listener as well as a good communicator.
- Make eye contact with all interviewers.
- Maintain a positive attitude, and speak with enthusiasm.
- If you don't understand a question, ask for clarification.
- Don't smoke, even if the interviewer does and offers you a cigarette. Do not chew gum.
- Don't answer with a simple "yes" or "no." Explain whenever possible. Describe those things about yourself which relate to the situation.
- Don't lie. Answer questions truthfully, frankly and succinctly.
- Don't make unnecessary derogatory remarks about your present or former employers. When explaining your reasons for leaving, limit your comments to those necessary to adequately communicate your rationale.
- Discuss only job-related information. Don't philosophize, tell stories, or bring up unrelated personal information.
- Respond to each question as fully as you can. Keep responses to a minute or two, then offer to talk more about the topic if the interviewer wants you to.
- Ask questions that you have prepared, if they have not been answered.
- Ask what the next steps in the process will be and how long they will take.
- If you get the impression that the interview is not going well and that you have already been rejected, don't let your discouragement show. Once in a while an interviewer who is genuinely interested in you may seem to discourage you as a way of testing your reaction.

- Thank the interviewer for his or her time and consideration. If you have answered the two questions-- "Why are you interested in this position?" and "What can you offer?"-- you have done all you can.
- If true, state your strong interest in the job.

### **After the Interview**

- As soon as possible, review the interview. Make a written list of what you want to work on for the next interview.
- Write the interviewer(s) a brief thank you letter. Include an expression of strong interest in the job, if you have it. If you decide you don't want to be considered further for the job, call the interviewer with this information and then send a thank you letter.
- Once the process deadline (which you should have asked about during the interview) has passed, follow up with the employer. However, don't call too often; you don't want them to find you a nuisance.

### **Be Prepared to Answer Such Questions As...**

- Tell me about yourself?
- Tell me about your background, accomplishments?
- What are your strengths? Weaknesses?
- How would you describe your most recent job performance?
- What interests you about our company?
- How do you stay professionally current?
- What outside activities are most significant to your personal development?

### **And, be prepared to ASK questions, such as...**

- What would I be expected to accomplish in this position?
- What are the greatest challenges in this position?
- How do you think I fit the position?

- Remember a lack of questions may be mistaken as a lack of interest.

Do not let these kinds of subjects catch you off-guard. This is a key factor in maintaining your composure during an interview. Rehearse these questions and answers in your mind before the interview.

## **Tag, You're It! What to Ask When the Spotlight is on You** **By Laura Gassner Otting, President, Nonprofit Professionals Advisory Group**

At some point in every interview, the tables turn. The Questioned becomes the Questioner; the Asker becomes the Answerer. It may seem like the moment when you can finally let out a breath of relief, sit back and revel in fact that the evaluation is over. Don't fall into that trap.

As a candidate, you will be judged by your questions as well as your answers. Whoever said that there are no stupid questions never sat in on a job interview. There are plenty of stupid questions, and the candidates that ask them don't get offered jobs.

### Express Yourself

Come prepared with questions; asking nothing shows a lack of interest on your part, matched only by the lack of interest shown by the interview committee when it comes time to talk about moving your candidacy forward. Bring at least five questions, but keep them short. Don't make the committee late because you can't take hints like eye rolling, seat shifting, clock staring and monosyllabic answers. You can follow up with unanswered questions later.

### Ask Between the Lines

Remember that brainy kid in junior high who asked questions like, "I did some extra reading and became curious. Can you tell me more about the method by which the early Mesopotamians created civilization as we know it?" We didn't learn our lesson from him then, but we can now. Curiosity and an active, lively intellect get attention. Every other student hated that kid, but the teacher always gave him an A+. By asking questions that show off your research or bring up strengths that the search committee might have overlooked, you take advantage of further impressing a crowd that is still actively grading your performance.

### Diversify Your Holdings

By all means, ask questions on a variety of topics. Your search committee most likely has sat in the same chairs in the same room, listening to the same kind of candidates talk about the same sorts of subjects all day, and anything vaguely boring – like multiple questions on the same topic – will further lull them into a coma. Appearing somewhat knowledgeable but still further intrigued about subjects interesting to each search committee member might just add that extra bit of enthusiasm necessary to catapult you ahead of One-Note Sally, appearing next on the rotation. Good subjects to cover include the environment in which the organization operates, the management style employed by the top brass, obstacles and challenges that stand in the way of success, and the organization's view of its future.

### Just Say No

Avoid questions with obvious or readily available answers. Stay away from such unsavory topics as salary, benefits and vacation time. Doing so will paint your candidacy as more focused on what the organization can do for you than what you can do for it. Similarly, questions about weekend assignments, tuition reimbursements, pay schedules and Bring Your Dog to Work Day frequency should also be avoided. You can ask your interviewer for clarification on a specific point, but don't ask for a repeat explanation of an entire subject or you will risk coming across as the candidate without any listening comprehension skills.

### **Some questions to consider asking:**

- What are the main objectives and responsibilities of the position?
- How does the organization expect these objectives to be met?
- What challenges or obstacles are commonly encountered in reaching these objectives?
- What is the desired time frame for reaching the objectives?
- What resources are available from the company and what must be found elsewhere to reach the objectives?
- How would you characterize the management philosophy of this organization? Of your department?
- What strengths and weaknesses currently exist in the staff that will report to me?
- How has this organization changed in the past, and where does it expect to go in the future?
- What is the top priority of the person who accepts this job? How will he or she be judged in 6-12 months?
- What are the next steps in this selection process?

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## **To Be Asked or Not To Be Asked: These are the Questions** **By Laura Gassner Otting, President, Nonprofit Professionals Advisory Group**

Before you step over the threshold of an interviewer's office door, you had better be prepared to impress them with well thought out answers to questions you haven't even heard yet. Most of their questions can be anticipated, but you should always be prepared for the unexpected.

### **The Good...**

"So, why do you want to work for us?" (Note to self: Don't start this answer with, "Well, I haven't really thought about it that much.")

By the time you step into the interviewer's office, he or she has probably already decided that your work history as presented on your resume at least minimally qualifies you for the job. Questions thrown at you will focus both on the projects and programs you have managed as well as your hopes, dreams, and desires. Employers are as much interested in what you have accomplished as they are in what it will be like to work with you on a daily basis.

Answer questions thoroughly, but succinctly, through stories that detail both your experience and your personal style. You should always answer the interviewer's questions, but the direction you take your answers is up to you. Make a list of the points you want to get across in the interview – how you originally got interested in the field, how your background and specific projects have prepared you for the position, how your passion is in line with the organization's mission, and how this position fits into your future career goals – and thread them throughout the answers you give to questions.

### The Bad...

"So, you weren't in your last job for very long. What went wrong?" Remember, as much as you are tempted, jokes about poisoning your last boss aren't really that funny, especially to someone who might be your next one.

Invariably, the interviewer will roll around to a question that you feel a bit timid about answering. It could be because you were fired, had a bad relationship with your boss, or just didn't quite succeed in a job. Everyone has spots on their resume that don't shine as brightly as others. Don't attempt to cover them up. Making jokes or floundering through a long story will only make you look nervous, or worse, like you are lying. Follow George Washington's cherry tree example: when confronted with a failure or a firing, just come clean.

Hit the incident head on. Tell your interviewer that you are glad that he or she brought it up. Tell them that it was a difficult situation and stick to the facts when describing it. Give an accurate but overall positive assessment of what went wrong and what you learned from the situation. Never ever bad mouth your former boss or old coworkers.

### And The Ugly

"So, are you a native New Yorker or are you not from around here?" Does this sound like an illegal question to you? Technically, it is.

Every so often an interviewer will stumble, whether intentionally or not, into illegal territory. Illegal questions are questions related to your birthplace, nationality, native language or the ancestry of you, your spouse, or your parents; your age; your sexual orientation or marital status; your race or color; your religion or the religious days you observe; any physical disabilities or handicaps you might have; an arrest record; your health or medical history; or the pregnancy, birth control, and child care of you or your significant other.

While you aren't bound to answer these questions, you also do yourself a disservice by telling the interviewer to jump off of a bridge. Use your judgment before riding the politically correct bus out of town, and from your chances at a second interview. Remember that most interviewers asking these questions are inexperienced and mean no harm by them; a lecture from you would only make you appear rigid. Instead, change the subject and your green interviewer will get the picture. But if you sense that your interviewer is being blatantly discriminating, you have every right to call the interview to an end.

## **Ten Frequently Asked Interview Questions.**

*Careful, some of these are trick questions!*

- 1) What can you do for our organization?
- 2) Of which accomplishment are you proudest?
- 3) And, of which are you least?
- 4) What was the last argument you won and how?
- 5) What is the first thing you would do in this position if it was offered to you today?
- 6) Tell me about yourself.
- 7) Why are you leaving your current organization/job?
- 8) What do you do to relax in your spare time?
- 9) What will be your biggest challenge in this position?
- 10) Why should we hire you instead of some of the others we are interviewing?

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## **THE THREE TYPES OF JOB FAIR INTERVIEWS**

by Brian Krueger, author of "College Grad Job Hunter" [www.collegegrad.com](http://www.collegegrad.com)

It's important to understand the basic types of interviews that take place at a job fair since your approach should be different with each. As you watch and listen from the side, you will be able to determine which type of interview is being conducted and modify your approach accordingly. Following are the three basic types:

### **Screening Interview**

This interview usually lasts no more than two to three minutes and is usually conducted by employers whose main interest is gathering resumes and initial impressions before making decisions as to whether they will move to the next step. Your strategy should be to quickly point them to the key areas in your resume that reflect their needs. What needs? The needs they enumerated six candidates ago when you were standing off to the side as another candidate naively walked up and asked, "So what is your company looking for?" You need to fill the employer's list of requirements or you will never see the light of day at the next level. This is the time to use the Thirty Second Elevator Pitch, keeping it short and succinct. Ask for a business card and inquire as to the next step.

### **Mini-Interview**

This interview usually lasts five to ten minutes and is conducted at the employer's booth. Be prepared to give a full introduction of your background and quickly position yourself as someone who is a good fit in relation to that employer's needs. The recruiter will usually want you to elaborate on the information contained in your resume, so it is crucial that you are prepared to comment on each and every item on it. Be prepared to give a full explanation of what might be only a single-line bullet item on your resume. Often there will be final questions related to some of the qualitative issues that resumes do not reflect. Make sure all your answers position you as the candidate that meets the employer's needs. Ask for a business card and inquire as to the next step.

### Full Interview

The full interview (if there is one being conducted) typically takes place behind a curtain or screen at the employer's booth, or may be in another part of the hall altogether. Most employers use the full interview only as a secondary interview. In other words, you have to be invited to the interview based on the previous screening interview or mini-interview. Be prepared for 20 minutes or more, but probably no longer than 30 minutes, since most employers have a tight schedule to keep. Consider this interview the same as you would any full-length interview. Be aware that you may actually be interviewed by technical or line managers. You will be asked a great number of qualitative, open-ended questions and will be expected to provide elaboration of your answers. Make sure you are prepared for the interview in advance by reading the information listed under "Interviewing Success" at this site. At the end of the interview, if you are truly interested, let the interviewer know and ask what the next step will be. Assume that he or she is also interested.

Unless you are certain that the employer is conducting secondary interviews, do not consider it a negative if all you went through was the screening or mini-interview. I realize that it can be rather depressing to spend two quick minutes with a Recruiter after a 30-minute wait, but that is the reality of the meat market mentality of job fairs. Just make sure you know what the next step is and follow up. This is not the time to cross your fingers and hope--take charge and make things happen.

## **PHONE INTERVIEWS**

Adapted from about.com, <http://jobsearch.about.com/cs/interviews/a/phoneinterview.htm>

Employers use telephone interviews as a way of identifying and recruiting candidates for employment. Phone interviews are often used to screen candidates in order to narrow down their pool of applicants who will be invited to an in-person interview. They are also used as a way to minimize the expenses involved in interviewing out-of-town candidates.

Phone interviews offer some advantages an in-person interview does not. It is easier for you to have notes available for you to refer to, and also easier for you to take notes during the interview.

- Prepare for a phone interview just as you would an in-person interview (see list above)
- Keep your resume in clear view, along with a list of accomplishments you want to be able to share
- Have a pen and paper handy for note taking
- Turn call-waiting off so your call isn't interrupted
- Clear the room of distractions – put pets in another room, turn off the radio and TV, close the door
- Unless you're sure your cell phone service is going to be perfect, consider using a landline if you have that option.
- Practice – talking on the phone isn't easy. Just as you can do a mock interview in person, you can also do a mock interview over the phone.
- Don't smoke, chew gum, eat, or drink while on the phone
- Keep a glass of water handy, in case you need to wet your mouth
- Smile. Smiling will project a positive image to the listener and will change the tone of your voice
- Speak slowly and enunciate clearly

## **Nonprofit Career Websites, Search Engines and Volunteer Opportunities**

**Airline Ambassadors, [www.airlineambassadors.org/](http://www.airlineambassadors.org/)**

Airline Ambassadors International (AAI) is a non-profit organization affiliated with the United Nations and recognized by the US Congress. It is a network of airline employees and others who volunteer as "Ambassadors of Goodwill" in their home communities and abroad. Members share their unique skills and talents to care for others and bring compassion into action. They escort children in need, hand-deliver humanitarian aid to orphanages, clinics, and remote communities, assist at special events and involve youth in humanitarian efforts around the world. Join us and travel to make a difference!

**Career Builder (Nonprofits), <http://nonprofit.careerbuilder.com/>**

Nonprofit career search engine by state.

**Care 2, [www.care2.com](http://www.care2.com)**

Care2 is the largest Online Network for people who Care2 make a difference - with over 4 million members. We make it easy for you to help the environment, human rights, education, healthy living, women's rights, animal welfare, and much more... all in one place!

**Catholic Network of Volunteer Service, [www.cnvs.org/](http://www.cnvs.org/)**

Catholic Network of Volunteer Service, a non-profit organization established in 1963, has as its mission to be a bridge between people thinking about volunteering and member programs, over 230 of which offer volunteer opportunities.

**Charity Channel, <http://charitychannel.com/>**

CharityChannel was established in 1992 as a volunteer-driven on-line community of voluntary-sector professionals just like you. Today the on-line community consists of more than 100,000 participants, with nearly 35,000 direct subscriptions to our forums and eNewsletters.

**Chronicle of Philanthropy, <http://philanthropy.com/jobs/>**

Information on gifts and grants, fundraising, managing nonprofits, technology and jobs.

**City Limits (New York), [www.citylimits.org/content/jobs/index.cfm](http://www.citylimits.org/content/jobs/index.cfm)**

Nonprofit job postings as a service of City Limits Magazine, a tool for community groups, organizers, nonprofit leaders, government bureaucrats and elected officials in the five boroughs of New York City, providing information on organizing strategies, government programs that work and news from the front lines of advocacy and activism.

**Community Career Center, [www.nonprofitjobs.org/](http://www.nonprofitjobs.org/)**

An on-line gathering place where not-for-profit employers and management personnel can meet one another. Contains nonprofit job search website.

**Energize, Inc., [www.energizeinc.com/jobs.html](http://www.energizeinc.com/jobs.html)**

International training, consulting and publishing firm specializing in volunteerism.

**Idealist.org, [www.idealist.org](http://www.idealist.org)**

Link to thousands of volunteer opportunities at the local, state, national and international level.

**InterAction: American Council for Voluntary International Action, [www.interaction.org](http://www.interaction.org)**

A coalition of over 150 private, US-based voluntary organizations engaged in international humanitarian efforts, including disaster relief, sustainable development, refugee assistance, advocacy and education.

Non Profit Career Network, [www.nonprofitcareer.com](http://www.nonprofitcareer.com)

Complete one-stop resource center.

NPO (Chicago), [www.npo.net](http://www.npo.net)

Nonprofit job listings and volunteer opportunities for the Chicago, IL area.

Social Service.Com, [www.socialservice.com/Search](http://www.socialservice.com/Search) for social service jobs both in the U.S. and abroad.

**Third Sector New England**, [www.tsne.org](http://www.tsne.org)

Third Sector New England provides information and services to build the knowledge, power and effectiveness of nonprofit organizations that engage people in community and public life. Act to promote wider recognition of community-based organizations as the primary stewards of our core societal values.

**Volunteer Match**, <http://www.volunteermatch.org/>

VolunteerMatch is a nationally recognized internet service that "matches" dedicated volunteers with organizations whose missions inspire their passion to serve. Founded in 1998, VolunteerMatch has grown dramatically, and now comprises a community of over 29,000 nonprofit organizations.

**World Volunteer Web**, <http://www.worldvolunteerweb.org>

Information on volunteerism worldwide.

**Youth Service America**, [www.ysa.org](http://www.ysa.org)

Youth Service America is a resource center and premier alliance of 300+ organizations committed to increasing the quantity and quality of opportunities for young Americans to serve locally, nationally, or globally.

## **ONLINE LINKS FOR CAREER & EDUCATIONAL RESOURCES**

Here is a sample list of links to current jobs and job resources available with certain service organizations and programs. If there is an organization you would like to see added to this list, please let the SLIs, MDA or POSTL know.

### ***AmeriCorps, Conservation Corps and Other State and National Service Programs***

**America's Promise**, [www.americaspromise.org](http://www.americaspromise.org)

America's Promise was founded after the Presidents' Summit for America's Future. Presidents Clinton, Bush, Carter, and Ford with First Lady Nancy Reagan representing her husband, challenged the nation to make youth a national priority. Their call to action included a commitment on the part of the nation to fulfill the Five Promises. America's Promise has created a diverse and growing Alliance of more than 400 national organizations called partners which make large-scale national commitments to fulfill one or more of the Five Promises, and more than 400 local efforts involving community and state partners across the nation.

**AmeriCorps Alums**, [www.americorpsalums.org](http://www.americorpsalums.org)

With an alumni base of 500,000 and growing, AmeriCorps Alums represents a diverse group of active citizens, spanning over ten years of service and hundreds of different programs. AmeriCorps alumni are

bound together by a common commitment to service and a desire to participate as active members in their communities. AmeriCorps Alums provides an organizational structure that can serve as a catalyst for alumni to organize their efforts into productive community action.

**California Conservation Corps, [www.ccc.ca.gov](http://www.ccc.ca.gov)**

The CCC is the oldest, largest and longest-running youth conservation corps in the world. The California Conservation Corps (CCC) engages young men and women in meaningful work, public service and educational activities that assist them in becoming more responsible citizens, while protecting and enhancing California's environment, human resources and communities. The California Conservation Corps employs California residents ages 18-23.

**CLEARCorps, [www.clearcorps.org/](http://www.clearcorps.org/)**

CLEARCorps protects children from lead poisoning. CLEARCorps works in partnership with families, property owners, community organizations and public agencies to create lead-safe communities.

**CNCS (Jobs), <http://www.usajobs.gov/>**

The Corporation for National and Community Service connects Americans of all ages and backgrounds with opportunities to give back to their communities and their nation through voluntary service. More than 2 million Americans serve their fellow citizens each year through the Corporation's two main programs: *AmeriCorps* and *Senior Corps*.

**Earth Conservation Corps (ECC), [www.ecc1.org](http://www.ecc1.org)**

Founded in 1989 as a White House initiative, the Earth Conservation Corps works with young adults from under resourced communities to reclaim two of the country's most threatened resources - the environment and our young people. The Earth Conservation Corps targets distressed natural resources in distressed neighborhoods and restores both at the same time. Squads of young people recruited from these communities devote a year of community service to restoring and replanting their environment.

**Earth Corps, [http://www.earthcorps.org/join\\_usa.php](http://www.earthcorps.org/join_usa.php)**

EarthCorps is a non-profit organization, which brings together young people from around the world to participate in environmental projects in Seattle, Washington. Our mission is to foster a commitment to global cooperation and environmental responsibility among the young people of the world. Our programs focus on four main areas: Environmental Restoration, Training and Education, Cross Cultural Understanding and Volunteerism and Community Involvement.

**Civicorps, [www.ebcc-school.org](http://www.ebcc-school.org)**

Civicorps, formally the East Bay Conservation Corps (EBCC) is a comprehensive, nonprofit educational organization located in Oakland, California. Its mission is to promote youth development through environmental stewardship and community service and to further education reform and social change.

**Habitat for Humanity AmeriCorps, [www.habitat.org/cnsc/](http://www.habitat.org/cnsc/)**

Habitat for Humanity, in partnership with the Corporation for National and Community Service, provides hundreds of service opportunities for persons of diverse ages and backgrounds. AmeriCorps members serve an 11-month term constructing houses with a local affiliate.

**Hawaii Youth Conservation Corps, <http://www.hawaiiycc.com/>**

The Youth Conservation Corps (YCC) is a hands-on summer learning experience aimed at educating Hawaii's youth on the many conservation issues that threaten Hawaii's unique environment. Students are mentored by and work alongside some of Hawaii's premiere conservation leaders while building friendships with other students who desire to protect and restore our paradise.

**Maryland Conservation Corps, [www.dnr.state.md.us/mcc/](http://www.dnr.state.md.us/mcc/)**

The Maryland Conservation Corps (MCC) is a highly effective, statewide partnership between the Maryland Department of Natural Resources (DNR), The Maryland Governor's Office on Service and Volunteerism (GOSV), and AmeriCorps. We serve Maryland's natural environment and communities by providing low-cost services to numerous government and nonprofit agencies.

**Minnesota Conservation Corps, <http://www.conservationcorps.org/>**

MCC began nearly 20 years ago, following in the footsteps of the Civilian Conservation Corps (CCC) of the 1930s. Like that original program, MCC is committed to developing the skills and leadership of Minnesota's young adults (ages 18 - 25) through hands-on experience conserving the state's natural resource treasures.

**Montana Conservation Corps, <http://www.mtcorps.org/>**

The Montana Conservation Corps' (MCC) goals address the needs of two of our most precious resources - our young people and our environment. Valuable, meaningful projects ensure a setting where our crews will learn job skills, work habits, and become knowledgeable about the environment.

**The Corps Network,**

[http://nascc.org/index.php?option=com\\_content&view=article&id=81&Itemid=61](http://nascc.org/index.php?option=com_content&view=article&id=81&Itemid=61) The Corps Network, formally NASCC, is the leader of the national corps community promoting growth, quality, and sustainability of corps. NASCC's vision is for well-funded, high-quality corps serving every community. Visit the website to see a state by state list of Corps programs.

**National Parks Conservation Association, [www.npca.org/jobs/](http://www.npca.org/jobs/)**

NPCA's mission is to protect and enhance America's National Park System for present and future generations. NPCA plays a crucial role in ensuring that these special places are protected in perpetuity by advocating for the national parks and the National Park Service and educating decision-makers and the public about the importance of preserving the parks.

**National Service Resource Center, [www.nationalserviceresources.org/](http://www.nationalserviceresources.org/)**

NSRC is a training and technical assistance provider to programs funded by the Corporation for National and Community Service. A project of ETR Associates in Scotts Valley, California, NSRC is your one-stop shopping destination for all kinds of information specific to community service programs.

**Northwest Youth Corps, [www.nwyouthcorps.org/programs.html](http://www.nwyouthcorps.org/programs.html)**

The underlying theme of all Northwest Youth Corps programs is one of empowerment-giving youth the skills and confidence they need to face life's challenges. NYC programs stress teamwork and leadership while promoting education, personal growth and individual achievement. Youth leave NYC knowing that they can overcome obstacles, solve problems, make friends, and attain their objectives in life.

**Pennsylvania Conservation Corps,**

[www.dli.state.pa.us/landi/cwp/view.asp?A=145&Q=56094&dsftns=3435](http://www.dli.state.pa.us/landi/cwp/view.asp?A=145&Q=56094&dsftns=3435)

The Pennsylvania Conservation Corps (PCC) is a statewide program that offers work experience, job training and educational opportunities to young people who complete conservation, recreation and historical preservation projects on the state's public lands. PCC Corps Members are between the ages of 18 and 25; they work in crews under the guidance of skilled, adult crew leaders.

**Public Allies, [www.publicallies.org/](http://www.publicallies.org/)**

Public Allies envisions communities where people of different backgrounds, beliefs and experiences work together and share responsibility for improving their own lives and the lives of those around them. Public Allies advances diverse young leaders to strengthen communities, nonprofits and civic participation.

**Utah Conservation Corps, [www.usu.edu/ucc/](http://www.usu.edu/ucc/)**

The UCC is an AmeriCorps program dedicated to improving the quality of public natural resources and the community through partnership projects, community service-learning volunteer efforts, and conservation and outreach education.

**West Virginia Citizens' Conservation Corps, [www.wvccc.com/](http://www.wvccc.com/)**

The West Virginia Citizens' Conservation Corps (WVCCC) is a non-profit organization that provides environmental, recreational, and community services worldwide. The WVCCC provides education and support for its participants while they are completing work projects that benefit their communities and the state as a whole.

### ***Organizations & Programs (Education)***

**Building Excellent Schools Fellowship, <http://buildingexcellentschools.org/>**

The Fellowship is a year-long, full-time training program to design a school of excellence. During the Fellowship's intense 12 months, Fellows receive a \$50,000 stipend and comprehensive support in expanding their educational visions, designing their schools, and preparing their charter applications. The Fellowship trains, coaches, mentors, and supports individuals and community groups who seek to found, build, and manage an urban public school of uncompromising excellence. The Building Excellent Schools Fellowship is designed around a central question, *How can we dramatically improve the quality of new urban charter schools?*

**Campus Compact, [www.compact.org/](http://www.compact.org/)**

Campus Compact is a national coalition of more than 900 college and university presidents committed to the civic purposes of higher education. To support this civic mission, Campus Compact promotes community service that develops students' citizenship skills and values, encourages partnerships between campuses and communities, and assists faculty who seek to integrate public and community engagement into their teaching and research.

**Citizen Schools, [www.citizenschools.org/](http://www.citizenschools.org/)**

The Citizen Schools National Teaching Fellowship, an AmeriCorps program, is a two-year professional development program for individuals with great leadership potential interested in gaining outstanding training and front line experience as out-of-school time educators and community organizers. The Fellowship is designed for recent college graduates and mid-career professionals seeking to transform the out-of-school time education field into a true partner with education reform initiatives nationally. The Fellowship is paid, with full health benefits, and offers the opportunity to work in a highly collegial and entrepreneurial environment at a nationally recognized leader in the exploding out-of-school time field.

**Communities in Schools, [www.cisnet.org/](http://www.cisnet.org/)**

For over 25 years, CIS has championed the connection of needed community resources with schools. By bringing caring adults into the schools to address children's unmet needs, CIS provides the link between educators and the community. The result: Teachers are free to teach, and students - many in jeopardy of dropping out - finally have the opportunity to focus on learning.

**Free Child Project, <http://freechild.org/index.htm>**

We are dedicated to making social change action, education, and resources more accessible for young people around the world, especially those who have been historically denied participation.

**International Partnership for Service Learning, [www.ipsl.org/](http://www.ipsl.org/)**

The International Partnership for Service-Learning and Leadership is a not-for-profit educational organization serving students, colleges, universities, service agencies and related organizations around the world by fostering programs that link volunteer service to the community and academic study.

**National Student Exchange, [www.nse.org/](http://www.nse.org/)**

The National Student Exchange (NSE) is a program for undergraduate exchange within the United States with opportunities for exchange in Canada as well. Instead of crossing oceans, NSE students cross state, regional, provincial, and cultural borders. You can study up to one calendar year at any of their 176 partner colleges and universities. Check out the website to see a list of sponsoring schools.

**New Leaders for New Schools, [www.nlms.org/](http://www.nlms.org/)**

New Leaders for New Schools fosters high academic achievement for every child by attracting, preparing, and supporting the next generation of outstanding school leaders for our nation's urban public schools. We are a national non-profit organization, founded on five core beliefs, that selects and trains passionate and results-focused individuals, from within education, as well as former educators, to become urban public school principals. We are also a movement to transform urban schools nationally and locally in California's Bay Area, Chicago, Memphis, New York City, and Washington, D.C.

**The New Teacher Project, [www.tntp.org/](http://www.tntp.org/)**

The New Teacher Project (Tntp) is a national non-profit organization that partners with educational entities to increase the number of outstanding individuals who become public school teachers and create environments for all educators that maximize their impact on student achievement.

**Outward Bound, [www.outwardbound.org](http://www.outwardbound.org)**

Outward Bound USA is the Nation's leading, nonprofit adventure-education organization serving and supporting four wilderness schools, two urban centers, and a primary and secondary school-reform program. Outward Bound programs emphasize personal growth through experience and challenge in the wilderness, boardrooms and classrooms in the United States and around the world.

**Semester At Sea, [www.semesteratsea.com](http://www.semesteratsea.com)**

Semester at Sea provides opportunities for the exploration and study of many of the people, places and cultures around the world. Our programs are designed primarily for undergraduate students seeking to include study abroad in their college experience. Additionally, through our Continuing Education Program, a limited number of non-student travelers can take advantage of the Semester at Sea experience.

**Teach for America, [www.teachforamerica.org/](http://www.teachforamerica.org/)**

Teach for America is the national corps of outstanding college graduates of all academic majors and backgrounds who commit two years to teach in urban and rural public schools and become lifelong leaders in the effort to ensure that all children in our nation have an equal chance in life.

**TeachArkansas, [www.teacharkansas.org/](http://www.teacharkansas.org/)**

The mission of *TeachArkansas* is to attract high quality candidates to teach in some of the hardest-to-staff districts in the state. While we are looking for people from all walks of life - current teachers, education majors, working professionals who want to become teachers, and retired teachers looking to return to the classroom - we want people who can impact our children's education and strengthen our communities.

## **Organizations & Programs (Environment)**

**American Forests, [www.americanforests.org/about\\_us/jobs.php](http://www.americanforests.org/about_us/jobs.php)**

American Forests is a world leader in planting trees for environmental restoration, a pioneer in the science and practice of urban forestry, and a primary communicator of the benefits of trees and forests.

**American Rivers, [www.amrivers.org/](http://www.amrivers.org/)**

American Rivers is a nonprofit conservation organization dedicated to protecting and restoring rivers nationwide. Founded over 25 years ago in a Denver office, today they now have offices in Washington, DC and across the country.

**Audubon Society, [www.audubon.org/nas/hr/](http://www.audubon.org/nas/hr/)**

Audubon's mission is to conserve and restore natural ecosystems, focusing on birds, other wildlife, and their habitats for the benefit of humanity and the earth's biological diversity. Our national network of community-based nature centers and chapters, scientific and educational programs, and advocacy on behalf of areas sustaining important bird populations, engage millions of people of all ages and backgrounds in positive conservation experiences.

**Conservation Volunteers Alliance, [www.cvalliance.org](http://www.cvalliance.org)**

The CVA promotes conservation volunteering world-wide. Established in May 1999, it is the first international affiliation of organizations dedicated to giving conservation volunteers a voice on the global stage.

**Defenders of the Wild, [www.defenders.org](http://www.defenders.org)**

Defenders of Wildlife is dedicated to the protection of all native wild animals and plants in their natural communities. We focus our programs on what scientists consider two of the most serious environmental threats to the planet: the accelerating rate of extinction of species and the associated loss of biological diversity, and habitat alteration and destruction.

**Earth Force, [www.earthforce.org](http://www.earthforce.org)**

Earth Force engages young people as active citizens who improve the *environment* and their *communities* now and in the future. We do so by training and supporting educators in programs that enable young people to lead community action projects focused on creating sustainable solutions to local environment issues in the community.

**Earthwatch Institute, [www.earthwatch.org](http://www.earthwatch.org)** Earthwatch Institute engages people worldwide in scientific field research and education to promote the understanding and action necessary for a sustainable environment.

**Eco Employ, [www.ecoemploy.com](http://www.ecoemploy.com)**

Environmental job posting website by state.

**Eco Jobs - [www.ecojobs.com](http://www.ecojobs.com)**

Environmental career opportunities.

**Environmental Career Center, [www.environmentalcareer.com](http://www.environmentalcareer.com)**

A leading site dedicated to environmental employment and the home of the Environmental Career Center (ECC). Posting and finding environmental jobs is fast, easy and efficient.

**Environmental Defense, [www.environmentaldefense.org/careers.cfm](http://www.environmentaldefense.org/careers.cfm)**

Environmental Defense is a leading national nonprofit organization representing more than 300,000 members. Since 1967, we have linked science, economics and law to create innovative, equitable and cost-effective solutions to society's most urgent environmental problems. Environmental Defense is dedicated to protecting the environmental rights of all people, including future generations.

**Green Biz, [www.greenbiz.com/jobs](http://www.greenbiz.com/jobs)**

Search here for good, green jobs with information on resumes and career changers.

**Green Corps, [www.greencorps.org](http://www.greencorps.org)**

Green Corps' mission is to teach the next generation of environmental leaders the strategies and skills they'll need to win tomorrow's environmental battles while providing critical field support for today's pressing environmental problems.

**Green Dream Jobs, [www.sustainablebusiness.com/jobs](http://www.sustainablebusiness.com/jobs)**

Search engine for environmental jobs and environmentally responsible employers.

**I-to-I, [www.i-to-i.com](http://www.i-to-i.com)**

I-to-I provides urgently needed volunteers of all ages to help grassroots conservation projects in 16 countries. While enjoying a supported travel experience in a foreign country, i-to-i volunteers tackle global issues and contribute to the revitalization of our world.

**Jane Goodall Institute, [www.janegoodall.org](http://www.janegoodall.org)**

In 1977, Jane founded the Jane Goodall Institute for Wildlife Research, Education and Conservation to provide ongoing support for field research on wild chimpanzees. Today, the mission of the Jane Goodall Institute is to advance the power of individuals to take informed and compassionate action to improve the environment of all living things.

**Lady Bird Johnson Wildflower Center, [www.wildflower.org](http://www.wildflower.org)**

The mission of the Lady Bird Johnson Wildflower Center is to educate people about the environmental necessity, economic value, and natural beauty of native plants.

**Living Lands and Waters, [www.livinglandsandwaters.org](http://www.livinglandsandwaters.org)**

Living Lands and Waters aids in the protection, preservation and restoration of the natural environment of the nation's major rivers and their watersheds., works to expand awareness of environmental issues and responsibility encompassing the river and to create a desire and an opportunity for stewardship and responsibility for a cleaner river environment.

**National Outdoor Leadership School (NOLS), [www.nols.edu/alumni/employment](http://www.nols.edu/alumni/employment)**

The National Outdoor Leadership School (NOLS) is a private, nonprofit, educational corporation, with the international headquarters located in Lander, Wyoming. The mission of the NOLS is to be the leading source and teacher of wilderness skills and leadership that serve people and the environment. Offers courses 10 days to full semesters in the world's most spectacular wilderness classrooms that focus on skills and leadership.

**National Park Service, [www.nps.gov/personnel](http://www.nps.gov/personnel)**

The National Park Service preserves unimpaired the natural and cultural resources and values of the national park system for the enjoyment, education, and inspiration of this and future generations. The

Park Service cooperates with partners to extend the benefits of natural and cultural resource conservation and outdoor recreation throughout this country and the world.

**National Wildlife Federation, [www.nwf.org/careergateway/jobs.cfm](http://www.nwf.org/careergateway/jobs.cfm)**

The National Wildlife Federation is the nation's largest member-supported conservation group, uniting individuals, organizations, businesses and government to protect wildlife, wild places, and the environment.

**The Nature Conservancy, <http://nature.org/careers>**

Since 1951, we've been working with communities, businesses and people like you to protect more than 98 million acres around the world. Our mission, to preserve the plants, animals and natural communities that represent the diversity of life on Earth by protecting the lands and waters they need to survive.

**Rainforest Conservation in New Zealand (Tararu Valley Sanctuary), <http://www.tararuvally.org>**

Our vision is to ensure that a special portion of the Coromandel forest is protected in perpetuity and to create a sustainable residential education centre where volunteers/students will learn about New Zealand's temperate rainforests and assist in forest conservation.

**Sierra Club, [www.sierraclub.org/jobs](http://www.sierraclub.org/jobs)**

The Sierra Club, founded in 1892 by John Muir, is a leading grassroots conservation organization.

**U.S. Fish & Wildlife, <http://jobs.fws.gov>**

The U.S. Fish and Wildlife Service is a bureau within the Department of the Interior. Our mission is working with others to conserve, protect and enhance fish, wildlife and plants and their habitats for the continuing benefit of the American people. Although a relative newcomer to the Department of the Interior, the Fish and Wildlife Service's programs are among the oldest in the world dedicated to natural resource conservation.

**Wildlife Conservation Society, [www.wcs.org](http://www.wcs.org)**

The Wildlife Conservation Society saves wildlife and wild lands through careful science, international conservation, education, and the management of the world's largest system of urban wildlife parks.

**White Shark Research Institute, [www.whiteshark.co.za](http://www.whiteshark.co.za)**

The White Shark Conservation, Education and Exploration society is an organization dedicated to the exploration and conservation of the world's greatest predator, and the preservation of its environment.

***Organizations & Programs (Human Needs)***

**Non-Profit Leadership Alliance, [www.nonprofitleadershipalliance.org/](http://www.nonprofitleadershipalliance.org/)**

Non-Profit Leadership Alliance (formally American Humanics) is a national alliance of colleges, universities and nonprofit organizations dedicated to educating, preparing and certifying professionals to strengthen and lead nonprofit organizations.

**American Red Cross, [www.redcross.org/jobs/](http://www.redcross.org/jobs/)**

The American Red Cross, a humanitarian organization led by volunteers, guided by its Congressional Charter and the Fundamental Principles of the International Red Cross Movement, will provide relief to victims of disasters and help people prevent, prepare for, and respond to emergencies.

**Amnesty International, <http://web.amnesty.org/web/HRPJobs.nsf!OpenDatabase>**

Amnesty International is a worldwide campaigning movement that works to promote internationally recognized human rights. Amnesty International's vision is of a world in which every person enjoys all of the human rights enshrined in the Universal Declaration of Human Rights and other international human rights standards.

**Appalachia Service Project, [www.asphome.org](http://www.asphome.org)**

The Appalachia Service Project is a home repair and home building ministry through which volunteers and our staff repair and build homes for low-income families in rural Central Appalachia. Our goal is to make homes warmer, safer and drier, while offering transformational experiences for volunteers and homeowners alike.

**Beans and Rice, [www.beansandrice.org](http://www.beansandrice.org)**

Beans and Rice, Inc. is a private nonprofit tax-exempt community development organization. We develop Community Learning Centers for an under served population of Central Appalachia. These Community Learning Centers provide opportunities for educational enhancement, capacity building and leadership development.

**Best Buddies, [www.bestbuddies.org](http://www.bestbuddies.org)**

Best Buddies is an international non-profit organization dedicated to enhancing the lives of people with intellectual disabilities by providing opportunities for one-to-one friendships and integrated employment.

**Big Brothers Big Sisters, [www.bbbsa.org/volunteer.asp](http://www.bbbsa.org/volunteer.asp)**

Today, Big Brothers Big Sisters serves hundreds of thousands of children in 5,000 communities across the country. And we are continually growing: Our goal is to provide Bigs to 400,000 children by 2004, the year of our 100th anniversary and to one million children by 2010.

**Boys & Girls Club of America, [www.bgca.org/careers/](http://www.bgca.org/careers/)**

Our Mission is the Movement's Reason for Being. To inspire and enable all young people, especially those from disadvantaged circumstances, to realize their full potential as productive, responsible and caring citizens. A Boys & Girls Club Provides: a safe place to learn and grow, ongoing relationships with caring, adult professionals, life-enhancing programs and character development experiences and hope and opportunity.

**Boys Hope/Girls Hope, [www.boyshopegirlshope.org](http://www.boyshopegirlshope.org)**

Founded in 1977 by Father Paul Sheridan, S.J., Boys Hope Girls Hope is a privately funded, non-profit, multi-denominational organization that provides at-risk children with a stable home, positive parenting, high quality education, and the support needed to reach their full potential. Many of our children come from home environments marked by drug abuse, poverty or neglect. Others come from caring families unable to meet the child's needs. Boys Hope Girls Hope is currently serving children in 38 homes in 17 U.S. cities and three foreign countries (Brazil, Guatemala and Ireland).

**Care Program, [www.careusa.org/](http://www.careusa.org/)**

CARE seeks a world of hope, tolerance and social justice, where poverty has been overcome and people live in dignity and security. CARE is one of the world's largest private international humanitarian organizations, committed to helping families in poor communities improve their lives and achieve lasting victories over poverty. In more than 60 countries around the world, CARE is working with poor communities to find lasting solutions to poverty.

**Care Corps, [www.careusa.org/getinvolved/volunteer/](http://www.careusa.org/getinvolved/volunteer/)**

This program is operated in alliance with Cross Cultural Solutions (CCS), a leader in the field of international volunteering. CARE Corps participants are based in a country where CARE works and volunteer with local people in a variety of community-based service projects. These are grassroots projects that are relevant and meaningful to the community, and that complement CARE's poverty-fighting work. Through sessions with CARE staff and visits to CARE projects, participants gain an in-depth perspective about causes of and solutions to poverty, while witnessing CARE's work in action.

**Christian Appalachian Project, [www.chrisapp.org](http://www.chrisapp.org)**

Work is aimed at the people living in the Appalachian areas at different levels of poverty...promoting their independence and dignity. Serves all people without discrimination. CAP serves Appalachians in need with programs, which attempt to cut the roots of poverty while promoting the independence and dignity.

**City Year (Corps), [www.cityyear.org/joinus/joincorps.cfm](http://www.cityyear.org/joinus/joincorps.cfm)**

An Action Tank for national service, City Year seeks to demonstrate, improve and promote the concept of national service as a means for building a stronger democracy. An “action tank” is both a program and a “think tank” – constantly combining theory and practice to advance new policy ideas, make programmatic breakthroughs, and bring about major changes in society.

**Cross Cultural Solutions, [www.crossculturalsolutions.org/](http://www.crossculturalsolutions.org/)**

Cross-Cultural Solutions is a not-for-profit international volunteer organization that operates volunteer programs in Brazil, China, Costa Rica, Ghana, Guatemala, India, Peru, Russia, Tanzania, and Thailand. Our programs offer a unique opportunity for participants to work side-by-side with local people, on locally designed and driven projects. Our volunteer programs are designed to facilitate hands-on service and cultural exchange in the aim of fostering cultural understanding.

**Easter Seals, [www.easterseals.org](http://www.easterseals.org)**

Easter Seals has been helping individuals with disabilities and special needs, and their families, live better lives for more than 80 years. From child development centers to physical rehabilitation and job training for people with disabilities, Easter Seals offers a variety of services to help people with disabilities address life's challenges and achieve personal goals.

**e-Buddies, [www.ebuddies.org](http://www.ebuddies.org)**

Part of *Best Buddies*, e-Buddies is dedicated to enhancing the lives of people with intellectual disabilities by providing opportunities for one-to-one email friendships.

**Echoing Green Fellowship, [www.echoinggreen.org/](http://www.echoinggreen.org/)**

Launched in 1987, Echoing Green's mission is to spark social change by identifying, investing and supporting the world's most exceptional emerging leaders and the organizations they launch. Through a two-year fellowship program, we help our network of visionaries develop new solutions to society's most difficult problems. These social entrepreneurs and their organizations work to close deeply-rooted social, economic and political inequities to ensure equal access and to help all individuals reach his/her potential.

**Eckerd Youth Alternative, [www.eckerd.org/](http://www.eckerd.org/)**

The mission of our organization is to develop and share programs that promote the well being of children and families and serve at-risk youth. These programs are based on a belief in God and the uniqueness and inherent worth of each individual. For more than three decades, EYA has partnered with families and

communities to help troubled youth. Recognized for their highly successful therapeutic wilderness education system, but also provide early intervention and prevention curriculum in elementary schools, as well as specialized residential and day treatment and aftercare/ReEntry programs.

**Explorations in Travel, [www.volunteertravel.com](http://www.volunteertravel.com)**

Explorations in Travel provides volunteer work placements for students and adults from all over the world. People looking to spend an extended amount of time in an area, working on a foreign language, developing or using skills that will help in future employment, or who just want a new, challenging experience, will find a volunteer placement an invaluable opportunity. Structured language classes can be incorporated into a placement.

**Global Children's Organization, [www.globalchild.org](http://www.globalchild.org)**

Global Children's Organization brings together children who've suffered the horrors of war, community violence, hatred, or intolerance, and with the help of multinational volunteers, develops peace and reconciliation. Since 1992, GCO has reached out to children caught in the cross-fire of war and helped them to develop friendships and build trust across cultural boundaries.

**Globe Aware, [www.globeaware.org](http://www.globeaware.org)**

Globe Aware, a nonprofit organization, currently offers volunteer vacations in Peru, Costa Rica, Thailand, Cuba, Nepal, Vietnam, Brazil and India. These short-term (1 to 2 weeks) adventures in service focus on cultural-awareness and sustainability, and are often compared to a "mini Peace Corps." All program costs, including the cost of airfare, are tax-deductible.

**Global Corps, [www.globalcorps.com](http://www.globalcorps.com)**

GlobalCorps, a division of XL Associates, is dedicated to our mission of matching the most qualified professionals in the development, humanitarian and disaster relief field with organizations looking for these individuals. Members of this exclusive community have a strong desire to help others, and many positions GlobalCorps recruits for present challenges not found in any other career.

**Global Routes, [www.globalroutes.org](http://www.globalroutes.org)**

Global Routes is a non-governmental, non-sectarian organization committed to strengthening our global community through voluntary work overseas. To this end, we design foreign exchange programs based on community service, bringing people with different worldviews together.

**Habitat for Humanity, [www.habitat.org/hr/](http://www.habitat.org/hr/)**

Habitat for Humanity International is a Christian organization bringing families and communities in need together with resources and volunteers to build decent, affordable housing.

**Helen Keller International, [www.hki.org](http://www.hki.org)**

The mission of Helen Keller International is to save the sight and lives of the most vulnerable and disadvantaged. We combat the causes and consequences of blindness and malnutrition by establishing programs based on evidence and research in vision, health and nutrition. Our vision is to strive to be the most scientifically competent organization in improving vision and nutrition throughout the world.

**Jewish Council on Urban Affairs (JCUA), [www.jcua.org/](http://www.jcua.org/)**

Combating poverty, racism and anti-Semitism. Founded in 1964, the Jewish Council on Urban Affairs (JCUA) builds links between the Jewish community and other communities by working on shared agendas that promote social and economic justice. JCUA serves as an organizational expression of the Jewish ethical tradition that holds that the fate of one person is inextricably entwined with the fate of all.

**Kaboom!, [www.kaboom.org/](http://www.kaboom.org/)**

KABOOM! is the longest-running non-profit organization that specializes in linking communities and corporations together to build much-needed, safe and accessible playgrounds, and has helped build more playgrounds than any other service organization, making it the #1 playground facilitator of its kind.

**Legacy International, [www.legacyintl.org/](http://www.legacyintl.org/)**

Legacy International creates environments where people can address personal, community, and global needs while developing skills and effective responses to change.

**Lutheran World Relief, [www.lwr.org/](http://www.lwr.org/)**

Lutheran World Relief works to combat the causes of poverty and the dignity it robs from people's lives. LWR seeks lasting solutions to poverty and injustice and in doing so, compels U.S. Lutherans to put their faith into action.

**National Labor Committee, [www.nlcnet.org/](http://www.nlcnet.org/)**

The NLC views worker rights in a global economy as indivisible and inalienable human rights, and we believe that now is the time to secure them for all on the planet. The Committee undertakes public education, research and social activism to empower citizens in our nations to support the brave and growing worker movements in Asia, Africa and the Americas. As they fight for the right to come together and create new democratic workplaces and societies in their own nations, we will work with them to create the new global democratic institutions that will ensure economic justice and dignity for workers and citizens everywhere.

**Nationalities Service Center, [www.nationalitiesservice.org/](http://www.nationalitiesservice.org/)**

Their mission is to help immigrants and refugees participate fully in American society by protecting their legal rights, strengthening families and promoting self-sufficiency, eliminating barriers caused by language and cultural difference and promoting public awareness of the benefits of diversity in America.

**OXFAM America, [www.oxfamamerica.org](http://www.oxfamamerica.org)  
OXFAM International, [www.oxfam.org.uk/](http://www.oxfam.org.uk/)**

Oxfam America is dedicated to finding long-term solutions to poverty, hunger, and social injustice around the world. We work to eliminate the root causes of social and economic inequities by challenging the structural barriers that foster conflict and human suffering and limit people from gaining the skills, resources, and power to become self-sufficient.

**Peace Corps, [www.peacecorps.org/](http://www.peacecorps.org/)  
The international AmeriCorps!**

**PeaceJam, [www.peacejam.org/](http://www.peacejam.org/)**

PeaceJam is an international education program built around leading Nobel Peace Laureates who work personally with youth to pass on the spirit, skills and wisdom they embody. The goal of PeaceJam is to inspire a new generation of peacemakers who will transform their local communities, themselves and the world.

**Reach The Children, [www.reachthechildren.org/](http://www.reachthechildren.org/)**

Reach the Children, Inc. is a non-profit organization dedicated to improving the quality of life of deprived children. We strive to strengthen families through providing educational opportunities, vocational training, and micro-enterprise. Our focus is to empower the people of Africa, so they can look to a brighter tomorrow.

**Save the Children, [www.savethechildren.org](http://www.savethechildren.org)**

Save the Children was founded in the United States in 1932 as a nonprofit child-assistance organization to make lasting positive change in the lives of children in need. Today we work in 17 states across the United States as well as in over 40 other countries in the developing world to help children and families improve their health, education and economic opportunities. We also mobilize rapid life-support assistance for children and families caught in the tragedies of natural and man-made disasters.

**StoryCorps, <http://storycorps.net/>**

StoryCorps is a national project to instruct and inspire people to record each others' stories in sound. We're here to help you interview your grandmother, your uncle, the lady who's worked at the luncheonette down the block for as long as you can remember—anyone whose story you want to hear and preserve.

**Student Partnership Worldwide, [www.spw.org/](http://www.spw.org/)**

SPW is an international development charity working in Africa and Asia. Through community and school-based programs we work to empower young people, to help them get involved in the decisions that shape their future.

**Students for a Free Tibet, [www.studentsforafreetibet.org/](http://www.studentsforafreetibet.org/)**

Students for a Free Tibet (SFT) works in solidarity with the Tibetan people in their struggle for freedom and independence. We are a chapter-based network of young people and activists around the world. Through education, grassroots organizing, and non-violent direct action, we campaign for Tibetans' fundamental right to political freedom. Our role is to empower and train youth as leaders in the worldwide movement for social justice.

**Summer Camp Staff, <http://summercampstaff.com/>**

A listing of jobs at Summer Camps and wilderness programs in the U.S. and Canada.

**United Methodist Committee on Relief (UMCOR), <http://gbgm-umc.org/umcor/>**

The United Methodist Committee on Relief (UMCOR) is a not-for-profit humanitarian agency that is at work in more than 100 countries.

**United Nations Volunteer Program, [www.unv.org/](http://www.unv.org/)**

The United Nations Volunteers (UNV) program is the UN organization that supports human development globally by promoting volunteerism and by mobilizing volunteers. It is administered by UNDP and operates amidst growing recognition that volunteerism makes important contributions, economically and socially, to more cohesive societies by building trust and reciprocity among citizens. Every year some

5,000 UN Volunteers from more than 150 different nationalities actively support the programs of the United Nations itself and almost all UN funds, programs and specialized agencies.

**United Way Community Fellows Program, <http://national.unitedway.org/jobs/>**

The Community Fellows Program is an 11-month paid assignment that combines national training with work in a community-based United Way organization. Upon the successful completion of the program, Fellows will not only have made a significant impact at their host United Way organization, but will also have the opportunity to compete for open positions with the host United Way or other United Way organizations.

**Unite for Sight, [www.uniteforsight.org](http://www.uniteforsight.org)**

Unite for Sight is a non-profit organization that empowers communities worldwide to improve eye health and eliminate preventable blindness.

**Visions in Action, [www.visionsinaction.org](http://www.visionsinaction.org)**

Visions in Action is an international nonprofit organization committed to achieving social and economic justice in the developing world through the participation of communities of self-reliant, grassroots volunteers.

**Volunteers for Peace, [www.vfp.org/](http://www.vfp.org/)**

VFP is a Vermont non-profit membership corporation which has been coordinating International Workcamps since 1982. Our services include providing consultation and a placement service for workcamp hosts and volunteers, linking people with programs. Our programs foster international education, voluntary service and friendship.

**YMCA, <http://www.ymca.net/career-opportunities/>**

YMCAs build strong kids, strong families and strong communities. So, naturally, Ys seek employees who exhibit the values behind the mission (caring, honesty, respect and responsibility), who enjoy people and want to make a difference.

***Disaster Relief Organization and Services***

**Ananda Marga Universal Relief Team (AMURT), [www.amurt.net](http://www.amurt.net)**

AMURT (Ananda Marga Universal Relief Team) is one of the few private voluntary organizations of Third World origin, being founded in India in 1965. Its original objective was to help meet the needs of victims of disasters that regularly hit the Indian sub-continent. Over the years AMURT has established teams in eighty countries, to create a network that can meet development and disaster needs almost anywhere in the world. We believe that the best assistance is that which encourages and enables people to develop themselves.

**Catholic Charities USA, [www.catholiccharitiesusa.org](http://www.catholiccharitiesusa.org)**

Catholic Charities USA Disaster Response is the organization that unites the social services agencies operated by most of the 175 Catholic dioceses in the United States. The Disaster Response section of Catholic Charities USA provides assistance to communities in addressing the crisis and recovery needs of local families. Catholic Charities agencies emphasize ongoing and long-term recovery services for individuals and families, including temporary housing assistance for low income families, counseling programs for children and the elderly, and special counseling for disaster relief workers.

**Christian Disaster Response, [www.cdresponse.org](http://www.cdresponse.org)** Christian Disaster Response (CDR) worked in cooperation with the American Red Cross, the Salvation Army, Church World Service Disaster Response,

and NOVAD to enable local church members to become effective volunteers for assignment on national disasters. CDR provides disaster assessments, fixed/mobile feeding facilities, and in-kind disaster relief supplies. CDR also coordinates and stockpiles the collection of donated goods through their regional centers throughout the U.S.

**Christian Reformed World Relief Committee, [www.crwrc.org/](http://www.crwrc.org/)**

Christian Reformed World Relief Committee (CRWRC) has the overall aim of assisting churches in the disaster-affected community to respond to the needs of persons within that community. CRWRC provides advocacy services to assist disaster victims in finding permanent, long-term solutions to their disaster-related problems, as well as housing repair and construction, needs assessment, clean-up, child care, and other recovery services.

**Church World Service, [www.churchworldservice.org](http://www.churchworldservice.org)**

Church World Service (CWS) Disaster Response assists disaster survivors through inter-religious partner organizations in the U.S. and worldwide on behalf of its 32 member communions plus affiliated agencies. CWS Disaster Response is comprised of consultants who help convene local churches and religious organization to coordinate responses to unmet needs during the recovery phase.

**Episcopal Church Presiding Bishop's Fund for World Relief, [www.er-d.org/](http://www.er-d.org/)**

The Episcopal Church Presiding Bishop's Fund for World Relief responds to domestic disasters principally through its network of nearly 100 U.S. dioceses and over 8,200 parishes. It also sends immediate relief grants for such basics as food, water, medical assistance, and financial aid within the first 90 days following a disaster. Ongoing recovery activities are provided through rehabilitation grants, which offer the means to rebuild, replant ruined crops, and counsel those in trauma.

**International Association of Jewish Vocational Services, [www.iajvs.org](http://www.iajvs.org)**

The International Association of Jewish Vocational Services (IAJVS) is an affiliation of 26 U.S., Canadian, and Israeli Jewish Employment and Vocational and Family Services agencies that provides a broad spectrum of training and employment initiatives needed in disaster. Some of these specific services include vocational evaluation, career counseling, skills training, and job placement. In addition to providing vocational services, IAJVS is also involved in problems of drug and alcohol abuse programs for the homeless, specialized services for welfare recipients, and workshops for disabled individuals.

**Lutheran Disaster Response, [www.ldr.org](http://www.ldr.org)**

The Lutheran Disaster Response (LDR) provides for immediate disaster response, in both natural and technological disasters, long-term rebuilding efforts, and support for preparedness planning through synods, districts, and social ministry organizations. The disasters to which LDR responds are those in which needs outstrip available local resources. LDR provides for the coordination of 6,000 volunteers annually. In addition, LDR provides crisis counseling, support groups, mental health assistance, and pastoral care through its accredited social service agencies.

**Massage Emergency Therapy Response, [www.amtamassage.org](http://www.amtamassage.org)**

AMTA MERT prepares and manages volunteer massage therapists for professional deployment to disaster sites to perform massage on rescue and recovery workers. AMTA MERT offers emergency

management agencies and rescue workers the expertise of highly qualified, professionally trained massage therapists.

**Mennonite Disaster Services, [www.mds.mennonite.net](http://www.mds.mennonite.net)**

Mennonite Disaster Services assists disaster victims by providing volunteer personnel to clean up and remove debris from damaged and destroyed homes and personal property and to repair or rebuild homes. Special emphasis is placed on assisting those less able to help themselves, such as the elderly and handicapped.

**National Emergency Response Team, [www.nert-usa.org](http://www.nert-usa.org)**

The National Emergency Response Team (NERT) meets the basic human needs of shelter, food, and clothing during times of crisis and disaster. NERT provides Emergency Mobile Trailer units (EMTUs), which are self-contained, modest living units for up to 8-10 people, to places where disaster occurs. When EMTUs are not in use, they serve as mobile teaching units used in Emergency Preparedness programs in communities.

**National Organization for Victim Assistance, [www.try-nova.org](http://www.try-nova.org)**

The National Organization for Victim Assistance provides social and mental health services for individuals and families who experience major trauma after disaster, including critical incident debriefings.

**National Volunteer Organizations Active in Disaster (NVOAD), [www.nvoad.org](http://www.nvoad.org)**

NVOAD coordinates planning efforts by many voluntary organizations responding to disaster. Member organizations provide more effective and less duplication in service by getting together before disasters strike. Once disasters occur, NVOAD or an affiliated state VOAD encourages members and other voluntary agencies to convene on site. This cooperative effort has proven to be the most effective way for a wide variety of volunteers and organizations to work together in a crisis.

**Northwest Medical Teams, [www.nwmti.org](http://www.nwmti.org)**

The Northwest Medical Teams International supports the lead voluntary agencies responding to disaster situations by enlisting volunteers as needed to the stricken areas and sending money and supplies for cleaning and reconstruction.

**Phoenix Society for Burn Survivors, [www.phoenix-society.org](http://www.phoenix-society.org)**

The Phoenix Society for Burn Survivors provides social services and emotional support for individuals who experience major burn injuries, as well as their families. Three-hundred area coordinators throughout the U.S. give their time to support burn survivors and their families on a volunteer basis.

**Presbyterian Disaster Assistance, [www.pcusa.org/pda/](http://www.pcusa.org/pda/)**

The Presbyterian Disaster Assistance works primarily through Church World Service in providing volunteers to serve as disaster consultants and funding for local recovery projects that meet certain guidelines. This agency also provides trained volunteers who participate in the Cooperative Disaster Child Care program.

**Radio Emergency Associated Communications Teams (REACT) International, [www.reactintl.org](http://www.reactintl.org)**

REACT International provides emergency communication facilities for other agencies through its national network of Citizens Band radio operators and volunteer teams. REACT teams are encouraged to become part of their local disaster preparedness plan. Furthermore, they are encouraged to take first aid training and to become proficient in communications in time of disaster.

**Salvation Army, [www.salvationarmy.org/ihq/www\\_sa.nsf](http://www.salvationarmy.org/ihq/www_sa.nsf)**

The Salvation Army provides emergency assistance including mass and mobile feeding, temporary shelter, counseling, missing person services, medical assistance, and distribution of donated goods including food, clothing, and household items. It also provides referrals to government and private agencies for special services.

**The Society of St. Vincent De Paul, [www.svdpusa.org](http://www.svdpusa.org)**

The Society of St. Vincent De Paul provides social services to individuals and families, and collects and distributes donated goods. It operates retail stores, homeless shelters, and feeding facilities that are similar to those run by the Salvation Army. The stores' merchandise can be made available to disaster victims. Warehousing facilities are used for storing and sorting donated merchandise during the emergency period.

**Southern Baptist Disaster Relief, [www.namb.net/dr/](http://www.namb.net/dr/)**

The Southern Baptist Disaster Relief provides more than 200 mobile feeding units staffed by volunteers who can prepare and distribute thousands of meals a day. Active in providing disaster childcare, the agency has several mobile childcare units. Southern Baptists also assist with clean-up activities, temporary repairs, reconstruction, counseling, and bilingual services.

**UJA Federations of North America, [www.ujc.org](http://www.ujc.org)**

The UJA Federations of North America organizes direct assistance, such as financial and social services, to Jewish and general communities in the U.S. following disaster. It also provides rebuilding services to neighborhoods and enters into long-term recovery partnerships with residents.

**United Methodist Committee on Relief, <http://gbgm-umc.org/umcor/>**

The United Methodist Committee on Relief provides funding for local units in response and recovery projects based on the needs of each situation. This agency also provides spiritual and emotional care to disaster victims and long-term care of children impacted by disaster.

**United States Service Command**

The United States Service Command provides trained corps of volunteers to voluntary and governmental agencies during disaster.

**Volunteers of America, [www.voa.org](http://www.voa.org)**

The Volunteers of America is involved in initial response services aimed at meeting the critical needs of disaster victims, such as making trucks available for transporting victims and supplies to designated shelters. It also collects and distributes donated goods and provides mental health care for survivors of disaster.

**World Vision, [www.wvi.org](http://www.wvi.org)**

The World Vision trains and mobilizes community-based volunteers in major response and recovery activities; provides consultant services to local unaffiliated churches and Christian charities involved in locally-designed recovery projects; and collects, manages, and organizes community-based distribution for donated goods.

## **General Career Development/Search Engines**

**Non-Profit Leadership Alliance, [www.nonprofitleadershipalliance.org/](http://www.nonprofitleadershipalliance.org/)**

Innovative course of study that equips college and university students to become skilled professionals and leaders in America's youth and human service agencies.

**America's Job Bank, [www.ajb.org/](http://www.ajb.org/)**

Publicly-funded resource for jobseekers and businesses.

**Backdoor Jobs (Short Term Jobs), [www.backdoorjobs.com/](http://www.backdoorjobs.com/)**

If you are baffled as to a future career and are ready to explore the many doors of opportunity that short-term jobs have to offer, you've come to the right place. Offers a great resource book: [The Back Door Guide to Short-Term Job Adventures](#). This site also offers other links to unique job and career resources.

**CareerBuilder, [www.careerbuilder.com](http://www.careerbuilder.com)**

Search hundreds of thousands of jobs – across the nation or in your own neighborhood.

**Careers.org, [www.careers.org](http://www.careers.org)**

Directory of over 6,000 links to jobs available now, employer resources, education, personal business, career services, and references by topic and region.

**CareerSource, [careers.csc.com/](http://careers.csc.com/)**

CareerSource is CSC's virtual recruiting site, bringing you employment opportunities in real time 24 hours a day, 7 days a week from our business units worldwide.

**College Grad Job Hunter, [www.collegegrad.com](http://www.collegegrad.com)**

The #1 entry level job site.

**Construction Work Center, [www.constructionwork.com/](http://www.constructionwork.com/)**

The place to find construction jobs, bids and contractors.

**Craigslist.org, [www.craigslist.org](http://www.craigslist.org)**

Based out of San Francisco, *Craigslist* is about: giving each other a break, getting the word out about every day, real-world stuff, restoring the human voice to the Internet, in a humane, non-commercial environment, keeping things simple, common-sense, down-to-earth, honest, very real, providing an alternative to impersonal, big-media sites, being inclusive, giving a voice to the disenfranchised, democratizing and being a collection of communities with similar spirit, not a single monolithic entity. A growing list of international links for jobs, housing and community resources in Canada, United Kingdom, Ireland and Australia.

**Direct Employers, [www.directemployers.com](http://www.directemployers.com)**

The DirectEmployers employment search engine is a service provided by DirectEmployers Association, a not-for-profit leadership consortium of leading U.S. corporations.

**eResumes, [www.eresumes.com](http://www.eresumes.com)**

Your single source for electronic resumes and online networking.

**Flipdog, <http://flipdog.monster.com/>**

Your source for Jobs and Jobseekers! A *Monster.com* website.

**Internjobs.com, [www.internjobs.com/](http://www.internjobs.com/)**

A national database of internships for students and recent college graduates. Internship seekers can search the InternJobs.com database by keywords or location. An *Aboutjobs.com* website.

**JobBank USA, [www.jobbankusa.com/](http://www.jobbankusa.com/)**

Job Bank USA specializes in providing employment and resume information services to job candidates and employers.

**JobFinder, [www.jobfinder.com](http://www.jobfinder.com)**

A *register site*. Search jobs, post jobs, creating a personal profile and post your resume.

**JobOpenings.net, [www.jobopenings.net/](http://www.jobopenings.net/)**

Job Openings.net tells you where the jobs are and then gives you the tools you need to get hired.

**Job Village, [www.jobvillage.com/searchjobs.html](http://www.jobvillage.com/searchjobs.html)**

“...the biggest little job site on the net.”

**Monster, [www.monster.com](http://www.monster.com)**

Search over 800,000 jobs, build and post your resume and access thousands of pages of career info and advice. Find a local real estate agent, get instant mortgage rates, find and plan your move within minutes on *Monstermoving.com*.

**Monster Trak, [www.monstertrak.monster.com/](http://www.monstertrak.monster.com/)**

Successfully connecting employers with college students, recent graduates and career centers.

**Net Temps, [www.net-temps.com/](http://www.net-temps.com/)**

Net Temps is the #1 destination for job seekers looking for contract, temporary or direct employment through a staffing agency.

**O\*Net: <http://online.onetcenter.org>**

Making occupational information interactive and accessible for all.

**Overseasjobs.com, [www.overseasjobs.com/](http://www.overseasjobs.com/)**

OverseasJobs.com features international job opportunities for professionals, expatriates and adventure seekers. An *Aboutjobs.com* website.

**Resortjobs.com, [www.resortjobs.com/](http://www.resortjobs.com/)**

Features worldwide resort jobs with ski (and snowboard!) resorts, camps, national parks, cruise ships, restaurants and hotels. An *Aboutjobs.com* website.

**Snag A Job, [www.snagajob.com](http://www.snagajob.com)**

The part-time jobs and hourly employment resource.

**Summerjobs.com, [www.summerjobs.com/](http://www.summerjobs.com/)**

Hundreds of summer jobs updated weekly. Both in United States and International. An *Aboutjobs.com* website.

**The Riley Guide, [www.rileyguide.com](http://www.rileyguide.com)**

Information on preparing for a job search, resumes and cover letters, targeting and researching employers, networking, interviewing and salary guides.

**True Careers, [www.truecareers.com](http://www.truecareers.com)**

Where millions of degreed professionals find jobs with the companies that value them.

**USA Jobs, [www.usajobs.gov/](http://www.usajobs.gov/)**

Usajobs.gov is striving to be the Internet's largest job collection platform. Our collection of jobs range from big and small companies, public and private organizations in the U.S

**What Color is Your Parachute? [www.jobhuntersbible.com/](http://www.jobhuntersbible.com/)**

Online counterpart to the practical manual for job-hunters and career-changers. Unofficially referred to as "The Job Hunters Bible."

**Occupational Outlook Handbook, [www.bls.gov/oco/](http://www.bls.gov/oco/)**

The *Occupational Outlook Handbook* is a nationally recognized source of career information, designed to provide valuable assistance to individuals making decisions about their future work lives. Revised every two years, the *Handbook* describes what workers do on the job, working conditions, the training and education needed, earnings, and expected job prospects in a wide range of occupations.

**Vault: [www.vaultreports.com/](http://www.vaultreports.com/)**

A trusted name in career information and exploration.

**O\*Net: <http://online.onetcenter.org>**

Making occupational information interactive and accessible for all.

**Princeton Review Career Quiz, [http://www.princetonreview.com/cte/quiz/career\\_quiz1.asp](http://www.princetonreview.com/cte/quiz/career_quiz1.asp)**

If you aren't sure what careers interest you, take the career quiz and find out what careers match your work style and interest colors!

## **Salary Research**

### **Occupational Outlook Handbook, <http://www.bls.gov/oco/>**

The *Occupational Outlook Handbook* is a nationally recognized source of career information, designed to provide valuable assistance to individuals making decisions about their future work lives. Revised every two years, the *Handbook* describes what workers do on the job, working conditions, the training and education needed, earnings, and expected job prospects in a wide range of occupations.

### **Salary.com, [www.salary.com](http://www.salary.com)**

The technology leader in compensation management.

### **Salary Center at Monster.com, <http://salarycenter.monster.com/articles/links/salary/>**

Links to salary and compensation websites.

## **PROFESSION-SPECIFIC SITES**

### **Academia**

#### **Chronicle of Higher Education, <http://chronicle.com/jobs/>**

For academicians the Chronicle is the best source of job listings (for the well-qualified; most positions require a PhD or professional degree). Much of site accessible only to subscribers. Also check with discipline-specific professional associations.

#### **Campus Career Center, [www.campuscareercenter.com/index.asp](http://www.campuscareercenter.com/index.asp)**

Campuscareercenter.com is the world's leading campus recruiting company. CCC was incorporated in 1998 to provide undergraduate and graduate students, as well as companies with an Internet-based solution to streamline the employment process. CCC Boasts a network consisting of 2,200 Career Centers, an ambitious grass roots student representative program, and a student community that is growing at a rate of over 150,000 candidates per year.

#### **Harvard Career Services Office, [www.ocs.fas.harvard.edu/](http://www.ocs.fas.harvard.edu/)**

Website offers links to job listings and resources for the following areas: k-12 schools, college/university, government, non-profit, research/education, international, regional jobs and the environment.

### **Arts: Performing, Visual, Theater**

#### **ArtCareer, [www.artcareer.net/](http://www.artcareer.net/)**

The complete resource for careers in the visual arts.

#### **National Endowment for the Arts, [www.nea.gov/](http://www.nea.gov/)**

The NEA's International Partnerships Office has on its site links to a number of organizations that may consider applications for internships or may offer funding for international activities.

#### **Theater Jobs, [www.theatrejobs.com/](http://www.theatrejobs.com/)**

Be sure to check out our great new features... Resume Service, MyAccount, Advertising, Promote Yourself, and more. Especially exciting is the new Resources section. All the oldies are back... Jobs, Resumes, Auditions, Links. Check this page regularly to see what's new on the site.

#### **Backstage Jobs (theater design and technical jobs), <http://backstagejobs.com/>**

Source for all behind-the-scenes jobs in the live entertainment industry.

**Acting World, [www.acting-world.com/](http://www.acting-world.com/)**

Intensive courses designed to give participants a practical introduction to Stanislavsky Method Acting and the Michael Chekhov Acting Technique.

**Theater Jobs, [www.playbill.com/jobs/find/](http://www.playbill.com/jobs/find/)**

Playbill On-Line's Casting and Job Listings. Thousands of job seekers have found employment through our service.

## **Business**

**AIIESEC-USA, <http://www.aiesec.org/AI>**

AIIESEC (from the French acronym for the International Association of Students in Economic & Business Management) is an international student-run organization which offers approximately 5,000 paid internships each year in business and other fields in over 80 countries. Site has links to chapters worldwide. Note that application for AIIESEC internships is possible only through campus chapters. Students who have no AIIESEC chapter at their university should see the programs listed in "Worldwide Short-Term Paid Work Abroad Programs", all of which have great opportunities for those interested in business.

**Working Globally (Wall Street Journal), [www.careerjournal.com](http://www.careerjournal.com)**

An outstanding site for those interested in business. Most jobs require previous experience. Check the "Working Abroad" sections, "Job Hunting Advice" and "Manage Your Career", for excellent articles about international careers.

## **Education**

**Teachers-Teachers, [www.teachers-teachers.com/](http://www.teachers-teachers.com/)**

Are you looking for a job as a teacher, administrator, or other related services personnel? Click here to begin your *FREE* membership, and start your search for a great job!

**Global TOESL College, <http://globaltesol.com/>**

Global TESOL College is a North American-based Educational Institution with headquarters in Edmonton, Canada. We offer a wide range of government recognized TESOL (Teacher of English to Speakers of Other Languages) certification and diploma programs, courses, and services internationally. Our goal is to produce excellent teachers who will meet or exceed the demands of the English learners, who not only need to learn English in theory but most importantly, need to know how to use the language effectively in every day situations.

## **Electrical, Engineering and Computer Science**

### **Electrical Jobs, [www.electricalengineer.com/](http://www.electricalengineer.com/)**

Electrical Engineer is a [Career Marketplace Network](#) site. The Electrical Engineer Employment Center provides many valuable resources for both job seekers and employers.

### **Engineer Jobs, [www.engineerjobs.com/](http://www.engineerjobs.com/)**

Provides fast-loading and easily accessible job listings for engineers and technical professionals. You can browse or search engineering and technical jobs from all over the United States or by state.

### **Engineering Jobs, [www.engineeringjobs.com/](http://www.engineeringjobs.com/)**

Search for jobs, contact employers, post your resume and find out about engineering programs and organizations.

### **Just Engineers, [www.justengineers.net/](http://www.justengineers.net/)**

Provides a single point of access for matching the recruitment needs of engineering companies, agencies and candidates. *Justengineers.net* is 100% free to candidates, providing access to job searches, career advice, e-mail alerts and newsletters in user friendly environment.

### **Computer Science Research Jobs, [www.cs.hmc.edu/~fleck/computer-science/jobs.html](http://www.cs.hmc.edu/~fleck/computer-science/jobs.html)**

This page contains pointers to places where jobs in computer science are listed. It emphasizes jobs requiring an MS or Ph.D. in computer science. However, some of these sources also list jobs requiring only a BS, jobs in EE or Cognitive Science, and the like.

### **Degree Hunter, [www.degreehunter.com/index.html](http://www.degreehunter.com/index.html)**

Nursing jobs, medical jobs, health care jobs, legal jobs, engineering jobs, physician jobs, and MBA jobs can be found at DegreeHunter. DegreeHunter is the career search service that helps graduate degree candidates and other degreed and certified professionals find employment with a new career opportunity by focusing on distinct professions, providing pre-screened positions and resumes, and enabling real-time and confidential communication between candidates and recruiters.

### **Jobs in Computer Science and Applied Mathematics, <http://cs.engr.uky.edu/~jzhang/Job.html>**

This page contains links to some job sites in computer science, scientific computing, computational and applied mathematics, and computational fluid dynamics.

## **Environment and Natural Resources**

### **Envirolink: The Online Environmental Community, [www.envirolink.org](http://www.envirolink.org)**

Site has links to hundreds of environmental organizations. There are good links for finding jobs and internships, however, the site does want you to sign up and become a member before using their resources.

### **Eco Employ, [www.ecoemploy.com](http://www.ecoemploy.com)**

Environmental job posting website by state.

### **Environmental Jobs and Careers, [www.ejobs.org](http://www.ejobs.org)**

E Jobs links to environmental opportunities in the USA and Canada. Employment includes careers such as environmental engineers, nature and wetlands scientists, GIS, technicians, chemists, earth sciences / geologists, policy and law, wildlife conservation, planning, education, wastewater treatment and operations, program and project management, natural resources, etc.

**Environmental Career Opportunities, [www.ecojobs.com](http://www.ecojobs.com)**

The #1 source for environmental jobs!

**EnvironmentalCareer.com, <http://environmentalcareer.com>**

Helping people work for the environment.

**Environmental Career Organization (ECO), [www.eco.org](http://www.eco.org)**

Helping people help the environment.

**Environmental Expert, [www.environmental-expert.com](http://www.environmental-expert.com)**

An independent business publisher maintaining a web-based information center for environmental professionals and businesses world-wide. Environmental Expert focuses on the business needs of environmental industry professionals.

**National Wildlife Federation**

**Internships: [www.nwf.org/careergateway/internships.cfm](http://www.nwf.org/careergateway/internships.cfm)**

**Fellowships: [www.nwf.org/careergateway/fellowships.cfm](http://www.nwf.org/careergateway/fellowships.cfm)** Through the Internship and Fellowship program, the National Wildlife Federation brings students and recent graduates to its offices nationwide, where they can experience many aspects of NWF's conservation mission, including work on endangered species, land stewardship, and protecting our nation's water.

***Health: Dentistry, Medicine, Nursing, Public Health***

**American Medical Student Association, [www.amsa.org/](http://www.amsa.org/)**

AMSA's site lists overseas internship and volunteer programs, including options for premed and other health sciences -- see International Health Opportunities section. Site includes an excellent online guide to fundraising, Creative Funding Guide, useful for all students.

**Degree Hunter, [www.degreehunter.com/index.html](http://www.degreehunter.com/index.html)**

Nursing jobs, medical jobs, health care jobs, legal jobs, engineering jobs, physician jobs, and MBA jobs can be found at DegreeHunter. DegreeHunter is the career search service that helps graduate degree candidates and other degreed and certified professionals find employment with a new career opportunity by focusing on distinct professions, providing pre-screened positions and resumes, and enabling real-time and confidential communication between candidates and recruiters.

**Global Health Council [www.globalhealth.org/](http://www.globalhealth.org/)**

NCIH is one of the main professional associations for US organizations working in international health. It publishes (in hard copy only) "The Directory of Global Health" which lists the health fields and locations in which each organization is active, and "Internship and Volunteer Opportunities." Website includes an online article on "Career Opportunities in Global Health" (see Publications section), information for [students/internships](#), and extensive links to member organizations.

***Information and Library Science***

**Human-Computer Interaction Resources Network, [www.hcirn.com/](http://www.hcirn.com/)**

A top resource for students and professionals in user interface design, usability and other HCI-related fields. Job bank includes some international jobs, and site links to other international HCI employment sites.

**Library Job Postings on the Net, [www.libraryjobpostings.org/](http://www.libraryjobpostings.org/)**

Compiled by Eastern Illinois University Booth Library.

***Internships and Fellowships***

**Internships.com, [www.internships.com/](http://www.internships.com/)**

Your source for locating the internship that is right for you. Search the database of internships and job postings. Make sure to post your resume since not all employers post their internships - many come to search through resumes and pick out the top candidates.

**Internships USA, [www.internships-usa.com/](http://www.internships-usa.com/)**

The Internship Series Online: the most comprehensive source of internship information on the web with full, up to date information on over 2,800 organizations offering internships and summer jobs for students.

**Internships 4 You, [www.internships4you.com](http://www.internships4you.com)**

Find the experience you need to succeed, market your skills to secure the ideal internship and access quality internship openings worldwide.

**Idealist.org Internships, [www.idealist.org/](http://www.idealist.org/)**

Over 37,000 nonprofit and community organizations in 165 countries, which you can search or browse by name, location or mission. The best Nonprofit Career Center on the Web, with hundreds of job and internship listings.

**Rising Star Internships, [www.rsinternships.com/](http://www.rsinternships.com/)**

Internships search engine for undergraduate and graduate students. Voted runner-up" on Yahoo's 10 Top College sites.

**CoolWorks Internships, [www.coolworks.com/internships/](http://www.coolworks.com/internships/)**

Summer internships at amusement parks, resorts, national parks, summer camps, outdoor centers and more.

***Government***

**USA Jobs-Federal, [www.usajobs.gov](http://www.usajobs.gov)**

USAJOBS is the official job site of the United States Federal Government. It's your one-stop source for Federal jobs and employment information.

**Federal Jobs Digest, [www.jobsfed.com/](http://www.jobsfed.com/)**

America's Federal Employment newspaper since 1977. Search for government jobs by state.

**GovtJobs.com, [www.govtjobs.com](http://www.govtjobs.com)**

The nation's leading web site devoted to helping individuals find the jobs they are seeking in the public sector.

## **Law and Legal Practice**

**American Bar Association, Section of International Law, [www.abanet.org/intlaw/home.html](http://www.abanet.org/intlaw/home.html)**

The ABA's site offers an extraordinary number of links, as well as the International Legal Exchange Program.

**International Law Students Association, [www.ilsa.org](http://www.ilsa.org)**

ILSA administers an internship abroad program for law students. Site has many useful links.

## **Social Work**

**Social Work Job Bank, [www.socialworkjobbank.com/](http://www.socialworkjobbank.com/)**

Devoted to helping social work professionals and employers find the perfect match. Free for job seekers.

**SocialService.com, [www.socialservice.com/search.cfm](http://www.socialservice.com/search.cfm)**

Social Service job listings and resumes from throughout the United States. "Only new, current job postings! No job posting over 30 days old!" A pay register site, but does have free access to job searching.

**The New Social Workers Online Career Center, [www.socialworker.com/career.htm](http://www.socialworker.com/career.htm)**

One of the primary goals of *THE NEW SOCIAL WORKER* is to give social workers information that will help them start their careers on the right foot and/or advance toward their career goals. Each issue includes job search tips and other career guidance information.

**U.S. of Labor Bureau of Statistics – Social Workers, <http://www.bls.gov/oco/ocos060.htm>**

Website for the Occupational Outlook Handbook section dedicated to social workers.

**National Association of Social Workers JobLink, [www.naswdc.org/joblinks/](http://www.naswdc.org/joblinks/)**

JobLink is free to all job seekers; however only NASW members receive unlimited access to all JobLink features.

## **Summer and Seasonal Jobs**

**National Park Service: <http://www.nps.gov/personnel>**

The National Park Service has many professional, volunteer, and trade opportunities across the country. From parks to regional offices, the Park service employs over 20,000 individuals (permanent/temp) and receives additional support from 90,000 volunteers.

**CoolWorks: <http://www.coolworks.com/>**

Cool Works is about you finding a seasonal job or career in some of the greatest places on Earth.

**SummerJobs.com: <http://www.summerjobs.com/>**

SummerJobs.com offers summer jobs and seasonal staff positions with camps, resorts, national parks, hotels, environmental organizations and more. An *Aboutjobs.com* website.

**Seasonal Employment: <http://www.seasonalemployment.com/>**

A website that gives job hunters quick and direct access to the employers' website, email address, snail mail address, phone & FAX numbers, as well as a little info on the area if possible and how many employees are hired seasonally.

## **Summer Camp Jobs**

**Summer Camp Page Southeast, [http://camppage.com/coed\\_southeast.htm](http://camppage.com/coed_southeast.htm)**

Summer Coed Camps in the Southeast

**CoolWorks Camp Jobs, [www.coolworks.com/camp-jobs/](http://www.coolworks.com/camp-jobs/)**

Links to summer camp jobs

**American Camping Association, [www.acacamps.org/](http://www.acacamps.org/)**

**American Camping Association Jobs, [www.acacamps.org/jobs](http://www.acacamps.org/jobs)**

**Camp Channel, [www.campchannel.com/jobboard/](http://www.campchannel.com/jobboard/)**

Summer camp jobs and employment

**Summer Camp Employment, [www.summercampemployment.com/](http://www.summercampemployment.com/)**

Extensive list of summer camp job possibilities

**CampJobs.com, [www.campjobs.com](http://www.campjobs.com)**

The online source for summer employment opportunities

**CampStaff.com, [www.campstaff.com](http://www.campstaff.com)**

Two-way searchable database and automated email system created solely to match summer camps with potential counselors and staff

**KidsCamp.com, [www.kidscamps.com](http://www.kidscamps.com)**

Comprehensive list of summer camps and experiences

**MySummers.com, [www.mysummers.com](http://www.mysummers.com)**

Resource for camp directors and future staff

**Summer Camp Staff, <http://summercampstaff.com/>**

A listing of jobs at Summer Camps and wilderness programs in the U.S. and Canada

**CampPage.com, [www.camppage.com/](http://www.camppage.com/)**

A comprehensive listing of summer camps and wilderness programs for youth in the United States and Canada

**CampDepot.com, [www.campdepot.com/CDHOME.JobSeekers.html](http://www.campdepot.com/CDHOME.JobSeekers.html)**

CampDepot.com can help you find the job of your choice in a camp or a program.