



Career Services Newsletter
April 11, 2008
Volume 4, Issue 37

Welcome to the ICAR Career Services Newsletter.

Questions or Comments to icarjob@gmu.edu

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Career Related Events

Organization Spotlight

Internships

Volunteer with Colombia Peace Presence, San José de Apartadó or Bogotá, Colombia

Description:

Colombia Peace Presence Volunteer Job Description

Teams in San José de Apartadó and Bogotá, Colombia

San José de Apartadó, located in Colombia's northern region of Urabá, is one of many communities in Colombia that have taken an extraordinary and nonviolent stand against war, by refusing to support any armed actor involved in Colombia's decades-long conflict. The community has suffered terribly from political violence, mostly by paramilitary groups supported by the Colombian Army, and remains a principle obstacle to the paramilitary's expansion of its violent project in the Urabá and Chocó regions. In March 2001, the Peace Community, whose central settlement of San José was accompanied by volunteers of Peace Brigades International, requested that the Fellowship of Reconciliation (FOR) work to establish a long-term accompaniment presence in the nearby settlement of La Unión. La Unión is the agricultural center of the Peace Community, and has been victim to repeated paramilitary attacks.

The FOR initiated its presence in La Unión in February 2002, with two volunteers and added a team in Bogota in January 2005. FOR is seeking eager, committed, and skilled volunteers prepared to continue the accompaniment of this living example of nonviolent resistance and support the many other community based grassroots peace initiatives in Colombia. Applications are being accepted for the next openings on the team in Fall 2008. We plan to conduct a volunteer training in Nyack, New York (United States) August 29-September 3, 2008. The deadline for applications is July 1.

FOR's Statement of Purpose

The Fellowship of Reconciliation is composed of women and men who recognize the essential unity of all creation and have joined together to explore the power of love and truth for resolving human conflict. While it has always been vigorous in its opposition to war, the Fellowship has insisted equally that this effort must be based on a commitment to the achieving of a just and peaceful world community, with full dignity and freedom for every human being.

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In working out these objectives the FOR seeks the company of people of faith who will respond to conflict nonviolently, seeking reconciliation through compassionate action. The Fellowship encourages the integration of faith into the lives of individual members. At the same time it is a special role of the Fellowship to extend the boundaries of community and affirm its diversity of religious traditions as it seeks the resolution of conflict by the united efforts of people of many faiths.

In the development of its program the FOR depends upon persons who seek to apply these principles to every area of life. FOR members:

Identify with those of every nation, race, gender, sexual orientation and religion who are the victims of injustice and exploitation, and seek to develop resources of active nonviolence to transform such circumstances;

Refuse to participate in any war or to sanction military preparations;

Work to abolish war and promote good will among races, nations and classes;

Strive to build a social order that will utilize the resources of human ingenuity and wisdom for the benefit of all, an order in which no individual or group will be exploited or oppressed for the profit or pleasure of others;

Advocate fair and compassionate methods of dealing with offenders against society;

Serve as advocates for victims of crime and their families who suffer loss and emotional anguish, recognizing that restitution and reconciliation can help to heal both victims and offenders;

Endeavor to show respect for personality and reverence for all creation;

Seek to avoid bitterness and contention in dealing with controversy, and to maintain the spirit of self-giving love while engaged in the effort to achieve these purposes.

Volunteer Responsibilities

The purposes of the volunteer presence in Colombia are:

Accompaniment of San José de Apartadó to assist in protecting the lives of the community, and by doing so, help to maintain open the space for human rights and for neutrality of the civilian population in the Colombian countryside.

Learn and report about other ongoing efforts by the Colombian civil society to build peace, including other Peace Communities, national and regional Peace Networks or Organizations and other grassroots forms of resisting war.

To these ends, the volunteers seek, as far as possible within their resources to:

Offer nonviolent support and protective accompaniment to members and leaders of the San José community (especially in the settlement of La Unión), and to the Colombian organizations that accompany them, as they are threatened with violence from various sides;

Identify what is happening in the country through direct observation and by listening to a wide range of viewpoints and experiences, respecting the need expressed by involved parties for confidentiality;

Provide the outside world with a non-partisan analysis and reports of the situation as viewed from within the country or communities;

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Provide accurate and timely information to the Fellowship of Reconciliation in cases of attack or threat against the accompanied community, to assist in directing international attention toward the need for human rights protection.

Volunteer Requirements

A clear understanding of and commitment to nonviolence, and to the value of bearing witness through an accompaniment project.

Proficiency in both Spanish and English.

A strong commitment to teamwork, both in terms of working with one or more other FOR volunteers in the field, and in relation to the TFLAC staff and committees.

We seek volunteers who will commit to serve for at least one year.

Maturity. We do not accept applicants younger than 23 years of age. The maturity of all prospective volunteers, regardless of age, will be evaluated.

Because of the political context of this work and its aims, U.S. citizens are strongly preferred.

Resilience and the ability to work effectively under intense pressure and stress. It is recommended that volunteers cultivate habits of self-care to manage stress over extended periods of time.

Sensitivity to and the ability to work with people of different cultures demonstrated through previous experience with people of another culture. Experience in the field is an asset, but is not required. Familiarity with rural communities is also helpful.

Familiarity with consensus decision-making.

A willingness to live simply.

Ability to represent the project in a professional and appropriate manner, in a wide variety of settings.

Ability to track and analyze information that is pertinent to the safety of volunteers, the need for external support, and/or the opportunities for enhancing the work.

Ability to work with a computer, for word processing, e-mail, and basic maintenance of the computer itself.

Reasonable proficiency with writing reports, summarizing information, and capturing stories through anecdotes or interviews, is highly recommended. Some familiarity with photography is recommended.

The ability to keep basic accounts (bookkeeping) of expenses and transfers of funds.

Other skills that may be useful but are not required include experience with first aid, translating and interpreting, cooking, and other skills of daily life.

A good working knowledge of the current situation in Colombia is highly recommended.

Volunteers are expected to do outreach in the United States to share their experience (speaking, writing) after service in Colombia.

Financial Arrangements

FOR covers living expenses (food, lodging, and travel when doing FOR work) in the field during the term of service (in addition to providing a small monthly stipend and some health insurance). Volunteers are strongly encouraged to raise money to assist with their personal expenses while serving on the team.

Training for Volunteers

FOR will provide extensive training, which may include the following: reading materials, FOR-led training sessions, attendance at the training sessions of other accompaniment organizations (such as Peace Brigades International), self-study plans, and attendance at conferences, classes or trainings on specific topics. In addition to training, each volunteer first will go through an interview process. The interview and training process is a mutual-discernment process to help the volunteer decide if serving in this project is a commitment he or she would like to make, and to help FOR determine if he or she is adequately prepared for the experience.

Project Mandate

Fellowship of Reconciliation: Colombia Peace Presence

Fellowship of Reconciliation (FOR) representatives in Colombia will act in the spirit of the Fellowship's statement of purpose, which joins people together "to explore the power of love and truth for resolving human conflict." FOR members identify with people "who are the victims of injustice and exploitation, and seek to develop resources of active nonviolence to transform such circumstances." They also "refuse to participate in any war or to sanction military preparations." These commitments have led the FOR to recognize and support the extraordinary commitment to nonviolence and justice of the Peace Community of San José de Apartadó, in the Urabá region of Colombia. FOR representatives at all times abide by the laws and Constitution of Colombia.

Our mission and mandate are expressions of interest and concern of people of conscience and faith in the United States for the Peace Community of San José de Apartadó in Colombia, and for a just and nonviolent resolution of conflict in Colombia generally.

Through the installation in Colombia of observers who are U.S. citizens, the FOR seeks to:

Support the Peace Community's right to life and protection of the human rights of its members and of nearby residents.

Contribute to improvement of the situation of human rights and international humanitarian law in San José de Apartadó and the Urabá region, in order that civil society have the space to work for social justice and the peaceful solution of conflicts in the region.

Inform the international community about the situation of the Peace Community and the Urabá region, thus contributing to a deeper understanding of the human dimensions of the conflict in Colombia and of efforts to peacefully resolve the conflict.

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Convey to Colombians through our presence the active concern of U.S. society for civilians affected by the conflict in Colombia.

Inform the international community about the situation of the Peace Community and the Urabá region, thus contributing to a deeper understanding of the human dimensions of the conflict in Colombia and of efforts to peacefully resolve the conflict.

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Activities

The FOR Accompaniment Project seeks to obtain these objectives through the following activities:

Accompaniment of Peace Community: FOR observers will physically accompany members of La Unión in San José de Apartadó, in the settlement and work areas, in order to strengthen their security. FOR observers may also accompany Peace Community members while they travel outside the community, and other settlements of San José on occasion. FOR observers carry out accompaniment on the basis of requests from the community.

Reporting to International Community: FOR observers in San José report, including via public communications, on their experiences and what they learn to the international community, especially the United States. As resources permit, FOR will also report on peace initiatives in Colombia besides the Peace Community of San José de Apartadó.

Communication with Colombian U.S. and UN officials, CPP Advisory group, and human rights NGOs: FOR observers periodically communicate their presence and concerns to Colombian and U.S. authorities, to convey FOR's concerns related to the community and to learn from others, perspectives.

These activities are meant to be mutually reinforcing of each other.

For more information or to apply see <http://www.forcolombia.org/apply> or contact:

Fellowship of Reconciliation
Task Force on Latin America and the Caribbean
369 15th St., Oakland, CA 9461
fax: (510) 763-1409
www.forcolombia.org E-mail: forcolombia@igc.org

Legacy International Summer Positions, Bedford, VA,

Including focus on peacebuilding

Looking to broaden your international perspectives while working with idealistic, energetic teens this summer? Join our staff at Legacy International's Global Youth Village (GYV). Every summer since 1979, a dynamic learning environment is created that emphasizes experiential learning and challenges young people to turn cross-cultural theory and skills into

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practical action. This year 60 teens from around the world will participate. 2008 highlights will include youth delegations from Iraq & Indonesia.

Workshops address issues concerning young people today: world conflicts, distribution of world resources, prejudice, and the effects of media and other social pressures. Cultural programming and cooperative living help participants learn to respect differences and discover similarities that transcend cultural, religious, and political barriers. Positions are open for teachers / trainers. The GYV workshop staff are experienced teachers or facilitators. The workshops meet for the entire 3-week session (approximately 12 teaching days), 2-3 hours per day. Applicants are expected to have previous professional teaching experience in the workshop / topic area applied for. Experience in curriculum design, experiential training methods, and working with multicultural groups is also preferable.

* Global Issues: Engage youths in an active exploration of international relations, discussing issues such as human rights, regionalism, and political economy. Applicants should have a professional background in international relations or political science. Facile knowledge of historical and contemporary issues and their varied social and political interpretations is required.

* Faith & Politics: Facilitate youths in a close examination of the basis of faith and politics, and how they have been either intertwined or separated historically. Look critically at recent world events while challenging young people to broaden their perspectives and seek applications in their personal lives. Facile knowledge of historical and contemporary issues, and different religious perspectives is required. Must also have proven collaborative ability.

* Dialogue & Peace Building: Provide a personal exploration of conflict, prejudice, and discrimination for youths from a variety of background and cultures. This workshop includes practical training in conflict management and leadership skills, as well as an exploration of prejudice and ethnic conflicts. Professional skills and experience are required in facilitation, group dynamics, conflict resolution, prejudice reduction, and methods of training in the value of diversity.

* Mass Media & You: How does the mass media shape the way we see the world? This workshop emphasizes the political, social, and economic implications of an increasingly globalized mass media and stresses the importance of using media effectively and wisely. Guide youths in a study of media content and how to create their own effective media messages. Explore ways in which media might be interpreted differently by people from different cultures and backgrounds. Guide youths in developing an awareness of issues of credibility and bias in the media, and how to identify flawed beliefs about a topic fostered by media content which presents false or misleading information. Teach youths how to use media to connect with people in their communities.

Administrative, event planning and counseling positions also open. Dates: June 25 - July 29 OR August 12, 2008. Positions are residential and include housing and meals plus \$1200-\$1700 salary. Visit our website at <http://www.globalyouthvillage.org> to read more and apply. Contact Leila Baz, Staff Director if you have further questions. Email: Staff@legacyintl.org; tel: 540 297 5982; fax: 540 297 1860

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Fellowships

Jobs

UN Campaign Coordinator for North America, Washington, DC

Education: Master (MA, MSW, etc.)
Posted by: United Nations - Millennium Campaign
Job Category: Activism & Organizing, Advertising, Advocacy, Project management
Salary: UN rate
Last day to apply: April 25, 2008
Last updated: April 7, 2008
Type: Full time
Language(s): English
Job posted on: April 7, 2008
Area of Focus: Economic Development, Network of Nonprofit Organizations, Poverty and Hunger

Description:

Working in close collaboration with key national partners in the NGO, faith-based, youth, membership organisations, and media and local government organisations, the Coordinator will:

- Create increased public awareness and support for the MDGs;
- Provide information on MDG campaigns to the public, civil society and other partner organisations through regular newsletters and the campaign website;
- Develop and disseminate campaigning materials and instruments;
- Organize key public events;
- Ensure necessary linkages between the U.S. and Canadian campaigns, the global MDG Campaign, and other key MDG initiatives and resources of the UN.

Additional Qualifications:

- Masters degree required in international development or a related discipline
- A minimum of 7 years related experience in campaigning, advocacy, and work with civil

society organizations on international development issues

- Fluency in English is required. Working knowledge of other languages is an asset

How to Apply:

The position is based out of the UN Foundation in Washington, DC on a one-year renewable contract.

Please apply through www.undp.org/jobs (Campaign Coordinator position under Millennium Development Goals category) by the deadline indicated. The ad should be posted after March 24, 2008.

Program Officer position with RFK Center for Human Rights, Washington, D.C

Description:

Progressive human rights organization seeks Program Officer for domestic and international human rights advocacy position.

ORGANIZATION:

Founded in 1968, the Robert F. Kennedy Memorial works to realize Robert F. Kennedy's vision of social justice. In 1984, the Memorial established the Human Rights Award, and, to support the award laureates, the Center for Human Rights (RFK Center). The RFK Center forms long-term partnership with these human rights laureates to concretely contribute to the laureates' social justice goals and impact the global human rights movement. RFK Center combines innovative human rights tools and advocacy campaigns with a rights-based approach driven by our grassroots partners around the world. It provides legal and technical assistance, marshals resources, increases public awareness, and generates domestic and international political support for the growing ranks of Award recipients. The RFK Center engages a Global Advocacy Team of pro-bono experts, professional human rights staff, the Kennedy family, and their networks to advocate for the change its partner activists seek; these include changing policies and actions of governments, intergovernmental organizations, international financial institutions (IFIs), and corporations.

The Robert F. Kennedy Memorial is a 501 (c) (3) nonprofit charitable organization established to carry forward RFK's legacy of justice and tolerance, through the RFK Center, the RFK Book and Journalism Awards and Speak Truth to Power. The RFK Book Award celebrates the book which most faithfully and forcefully reflects Robert Kennedy's purposes, his concern for the poor and the powerless, his struggle for honest and even-handed justice. The RFK Journalism Award honors the outstanding investigative reporting of the lives and strife of disadvantaged people throughout the world. Speak Truth to Power is a vital, proactive, and empowering initiative designed to involve, impassion, and inspire individuals concerned with human rights issues through production of a series of high-profiled cultural events and initiatives.

DUTIES:

The Program Officer will work with RFK Human Rights Award laureates to develop and implement joint domestic and international legal, communications and advocacy strategies to achieve laureates social changes goals. S/he will develop coalitions and enhance their effectiveness, produce campaign, advocacy, legal, and press strategies, raise public awareness, expand the tool set being used by the laureates and contribute to the capacity

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and effectiveness of the RFK laureates. The Program Officer will also initiate and lead comprehensive research projects to support the laureates strategies. S/he will act as the main interface between the RFK Center and its laureates. The Program Officer will provide additional support, as requested, by the Director of the RFK Center for Human Rights.

EXPECTATIONS/QUALIFICATIONS:

The ideal candidate will have a familiarity with domestic and international human rights mechanisms; a working knowledge of U.S. Congressional legislative process, the United Nations system, regional human rights systems and multi-lateral institutions; ability to maintain active contacts with key stakeholders in all four systems and their staffs to support the goals and objectives of the RFK Human Rights Award laureates; and excellent written and verbal communication skills. Knowledge of Sudan, Darfur and truth and reconciliation processes is strongly preferred.

A university degree with extensive experience in the human rights field and/or legislative arena or graduate degree is required. An advanced law degree is strongly preferred. Arabic language fluency is required. Fluency in Spanish and/or French is preferred. Salary commensurate with experience. Closing date: May 1, 2008

How to Apply:

If interested please send your CV and writing sample to:
Robert F. Kennedy Memorial Center for Human Rights
Attention: Colleen Buhner
1367 Connecticut Avenue, NW Second Floor, Washington, D.C. 20036
Facsimile: 202/463-6606
Email: Buhner@rfkmemorial.org
www.rfkmemorial.org

PROFESSOR POSITIONS at Korea University, Korea

Salary: Unspecified

Date posted: 4/7/2008

World Frontiership - Korea University

PROFESSOR POSITIONS

Korea University with 103 years' history as the most prominent private-sector university in Korea invites applicants for tenure and non-tenure track research/education positions to begin in September 2008. The university, with a faculty of approximately 1,400 full-time professors, seeks to invite 100 prominent scholars in 86 fields. Responsibilities for tenure-track include teaching at least two courses per semester in English, conducting/publishing research, and assuming various administrative duties to support academic functions. Applicants must possess (i) at least near-native fluency in English and (ii) a Ph.D. by the time of application. Applicants

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must also have experience in teaching at the college level, a strong commitment to excellence in scholarship, and dedication to undergraduate and graduate teaching in their research area. Visit our homepage at www.korea.ac.kr/~faculty to submit an application on-line and upload your research plan in file format.

[Enquires] Phone : +82-2-3290-1071~3

Fax : +82-2-929-9164

Email : faculty@korea.ac.kr

[Application deadline] : May 2, 2008.

Korea University is an Equal Opportunity/Affirmative Employer and is committed to developing a diverse faculty, staff, and student body. Korea University, which celebrated its centennial in 2005, is one of the most prestigious universities in Korea, serving more than 30,000 students. Last year, Korea University advertised for new positions encompassing more than 250 fields, and over 100 scholars from all over the world have joined us. In the past two years, over 4,369 papers were published in prestigious international journals (cited in the SCI, A&HCI or SSCI). Korea University is a dynamic and innovative, research-intensive institution recognized for its high quality undergraduate education and a range of focused graduate programs and research. For more information about the university, visit our website at www.korea.edu

Senior Policy Officer with International Alert, Kinshasa, DRC

http://www.international-alert.org/jobs/index.php#job_2

Senior Policy Officer

Salary £32,685 per annum (negotiable for an exceptional candidate), + excellent benefits

Alert's DRC Programme, working in collaboration with PIP, is seeking a Senior Policy Officer to research and lobby on international aid strategies and programmes in Democratic Republic of Congo. You will develop a comprehensive strategy for influencing the international community working in and on the DRC. The primary focus of the research, analysis and lobbying will be the major multilateral donors, in particular the World Bank and EC, and how they impact on governance and economic opportunity in the country. Some attention will also be given to bilateral donors such as DfID, USAID and China.

With a relevant degree and fluency in English and French, you will also have demonstrable experience of working in a 'fragile state' and/or international policy environment and/or experience of working on aid and conflict/peacebuilding issues. You will be experienced in developing and maintaining relationships with Northern and Southern partner organisations as well as working on large research projects.

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Closing date: Wednesday 16th April at 5pm

International Alert is an equal opportunities employer. All applicants will be judged strictly on the basis of merit.

Faculty positions at Central European University Gender Studies Department, Budapest, Hungary

Gender and Social Organizations

The Department of Gender Studies at Central European University seeks to hire a faculty member (rank open) in the area of Gender and Social Organizations. Applicant's field of specialization should include some of the following " policy; social movements; social organization (local and transnational); development; post-colonial theory. This position includes teaching at the MA and Ph.D. levels, as well as responsibility for the development and supervision of international MA internships. We seek candidates capable of teaching and conducting research in English with ease, who have an active, interdisciplinary research agenda and promise of research and teaching effectiveness appropriate with their rank. Junior applicants must have a Ph.D. by August 2008.

Applications should include a cover letter; curriculum vitae; a sample of scholarly writing (in English); and the names of three referees

Located in Budapest, Hungary, a vibrant European capital, the CEU Gender Studies Department offers MA and Ph.D. degrees only; the language of instruction is English. Full time teaching load is typically 2/2. For more information about the department, please visit our website at: <http://www.gend.ceu.hu/>

Please send applications to Erika Belko, Human Resources Office, Central European University, H-1051 Budapest, Nädor u. 9., Hungary (Fax: + 36 (1) 235-6135, e-mail: ceu-hro@ceu.hu). We will begin reviewing applications on September 30, 2008 and continue until the position is filled. CEU is an equal opportunity employer.

Specialization in Sexualities and Theory

The Department of Gender Studies at Central European University seeks to hire a faculty member (rank open) in the area of Sexualities and Theory. Applicant's field of specialization should include some of the following:

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queer theory; masculinities; visual theory; film; psychoanalytic theory; feminist theory; and/or social theory. This position includes teaching at the MA and Ph.D. levels, as well as MA thesis and dissertation supervision. . We seek candidates capable of teaching and conducting research in English with ease, who have an active, interdisciplinary research agenda and promise of research and teaching effectiveness appropriate with their rank. Applicants must have a Ph.D. by August 2008.

Applications should include a cover letter; curriculum vitae; a sample of scholarly writing (in English); and the names of three referees.

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Feminist Theory and additional specialty

The Department of Gender Studies at Central European University seeks to hire a part-time assistant professor specializing in feminist theory/philosophy (who might also have a second specialization). This position involves teaching 6 credits at the MA and Ph.D. levels per year (typically 3 courses per year), plus MA thesis and dissertation supervision. We seek candidates capable of teaching and conducting research in English with ease, who have an active, interdisciplinary research agenda and promise of research and teaching effectiveness appropriate with their rank. Applicants must have a Ph.D. by August 2008.

Applications should include a cover letter; curriculum vitae; a sample of scholarly writing (in English); and the naLocated in Budapest, Hungary, a vibrant European capital, the CEU Gender Studies Department offers MA and Ph.D. degrees only; the language of instruction is English. For more information about the department, please visit our website at: <http://www.gend.ceu.hu/>

Please send applications to Erika Belko, Human Resources Office, Central European University, H-1051 Budapest, NÅ;dor u. 9., Hungary (Fax: + 36 (1) 235-6135, e-mail: ceu-hro@ceu.hu). We will begin reviewing applications on September 30, 2008 and continue until the position is filled. CEU is an equal opportunity employer.

Director of the UN-INSTRAW, Santo Domingo, Dominican Republic

The United Nations is currently accepting applications for the post of UN-INSTRAW Director. The ideal candidate will have an advanced University degree (preferably at the PhD level) in Social Sciences, Development Studies or related fields, with sound knowledge and expertise in gender issues and social research, a minimum of 15 years of progressively responsible experience, including in senior level positions at the national and international levels, familiarity with United Nations intergovernmental processes, and fluency in English and French and/or Spanish.

Candidates from every region of the world are strongly encouraged to apply. Applications, including a letter of intent, full curriculum vitae and completed UN Personal History Form must be submitted **by COB on 15 April 2008**. Incomplete applications will not be considered.

Download the full [Vacancy Announcement](#), including job description

Download the [UN Personal History Form](#)

Applications can be submitted by fax to 1-809-685-2117 or by e-mail to: diroffice@un-instraw.org

Program Officer for the RUSSELL SAGE FOUNDATION New York, NY

Date posted: 4/6/2008

The Russell Sage Foundation is the principal American foundation devoted exclusively to research in the social sciences. An operating foundation with assets of over \$250 million, the Foundation supports external research projects on a variety of social issues, provides residential fellowships to selected scholars, and publishes books and monographs deriving from the research it supports. Current programs include research on the labor market problems of low-skilled workers, the social, economic and political implications of the current large wave of immigration to the U.S., the social consequences of the recent rise in economic inequality, and the ways in which U.S. institutions are adapting to the increasing racial and ethnic diversity of the American population. The Foundation's interests range across topics in economics, sociology, political science, and social psychology, and its programs are often designed to foster new or interdisciplinary approaches to social problems in the U.S.

The Foundation seeks a program officer to take responsibility for overseeing one or more current research programs, to orchestrate the annual review of visiting scholar applications, and to participate in the development of the Foundation's new initiatives in social research. The program officer will work with program staff and academic advisory committees to provide overall intellectual and scientific direction for each program under development. Duties include writing requests for proposals, reviewing submitted proposals, organizing peer review, working with principal investigators to shape projects that require revision, writing briefs to propose research projects to the Foundation's Board of Trustees, monitoring funded research, and consulting with other funding agencies to secure support for co-funded projects.

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Qualifications include:

- a Ph.D. and a substantial research background in social science
- strong analytic and quantitative training
- excellent interpersonal and organizational skills
- evidence of superior writing ability
- excellent presentational skills
- demonstrated administrative strengths

The Foundation offers a competitive salary commensurate with experience, and excellent benefits.

Send a resume and a brief letter describing qualifications and interest in the position to:

Ms. Alexa Rosa
Russell Sage Foundation
112 East 64th Street
New York, New York 10065
Email: arosa@rsage.org

All applications received will remain under consideration until a hiring decision is made.

Faculty Ombudsperson with Brown University, Providence, RI

Date posted: 4/7/2008

FACULTY OMBUDSPERSON OFFICE OF THE PRESIDENT

Brown University invites applications for the part-time position of Faculty Ombudsperson. Reporting to the President, the Faculty Ombudsperson will serve as a designated neutral and impartial dispute resolution practitioner whose major function is to provide confidential and informal assistance to members of the faculty including postdoctoral research fellows and associates. The successful candidate will have outstanding communication skills and the ability to collaborate effectively with individuals at all levels of the organization. Additionally, the candidate must have excellent negotiation and problem-solving skills and be able to facilitate an informal mediation process. It is also important for the candidate to have knowledge about college or university structure, culture, policies and governance and a willingness to challenge the highest levels of the faculty and administration in an effort to foster fair and just practices.

For more information or to apply, please visit us online at: <http://careers.brown.edu> referencing Job # P00250.

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Brown University is an Affirmative Action, Equal Opportunity Employer

Part-time Research Assistant position with the Brookings Institution, Washington, DC

Website: <http://www.brookings.edu/about/employment/fp4908.aspx>

Contact Information: Human Resources

Email: fpjobs@brookings.edu

Description:

The Brookings Institution is a private nonprofit organization devoted to independent research and innovative policy solutions. Established in 1916, Brookings analyzes current and emerging issues and produces new ideas that matter - for the nation and the world.

The Brookings Institution seeks to fill a Research Assistant (Part-time) position. The Research Assistant Provides research assistance and administrative support for Lowy Visiting Fellow researching range of topics including U.S. foreign and security policy, and the political, security and economic implications of migration, people movement, and diasporas. Lowy Visiting Fellowship is held by Australian national Michael Fullilove in a joint appointment with Brookings and the Lowy Institute, the pre-eminent international policy institute in Australia www.lowyinstitute.org.

To view the complete job description, please visit:
<http://www.brookings.edu/about/employment/fp4908.aspx>

Excellent benefits include five weeks of vacation per year, partial educational reimbursement, Metrochek. Near Dupont Circle Metro. Salary is \$36,000 to \$38,000 (annualized; prorated due to part-time status).

EOE M/F/H/V

E-mail (fpjobs@brookings.edu) resume and cover letter to Mr. A. Wong, reference job #4908 in the subject line. Only those selected for an interview will be contacted. No phone calls please.

Qualification:

B.A. in international relations or related field with one year work experience required, M.A. (preferred); strong academic record, outstanding research, writing, and analytical skills required. Demonstrated intense curiosity and

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enthusiasm for subject matter; keen intellectual ability.
Background in and understanding of U.S. foreign & security policy and/or mainstream security implications of diasporas (migration and people movement) required; strong interest in the U.S. Presidential election preferred. Ability to work independently and as part of a team, excellent organizational skills, with strong detail orientation. Familiarity with standard office software required. Foreign language skills and/or quantitative skills beneficial.

UNDP positions, New York, NY

Research Analyst- Gender

Application Deadline: 23-Apr-08

Type of Contract: 200 Series

Post Number: 13442

Post Level: L-2

Languages Required:

English **Starting Date :**

(date when the selected candidate is expected to start) 02-Jun-2008

Duration of Initial Contract: 1 year

Expected Duration of Assignment: 1 year

Background

The Bureau for Development Policy (BDP) is UNDP's policy Bureau and backbone of the global practices. BDP has a key role to play in helping country offices to accelerate human development through strengthening the practice areas within UNDP's programmes. BDP supports the development and design of projects that are responsive, effective and contribute to the national-level policies and results. Driven by demand, BDP provides the tools, analysis and capacities that country offices need to make a real difference in UNDP's practice areas.

BDP support of UNDP's Strategic Plan 2008-2011 and its 6 thematic areas (Poverty Reduction, Governance, Environment and Energy, HIV/AIDS, Capacity Development, and Gender Equality and Women's Empowerment) together with the regionalization process require it to support a strong and vibrant practice architecture which can ensure that UNDP, at all levels, benefits from consistent and coherent policy direction, rigorous quality standards and valuable service platforms.

The Knowledge Management Research Analyst (KMRA) will work with the Knowledge Management Specialist in the Practice Group and will liaise with KM Services Teams (KMST) at the Regional Service Centres (RSCs). All activities of the KM Team in HQ and KMST in RSC will support the goals and outcomes established by BDP in support of UNDP's Strategic Plan 2008-2011.

Gender equality and women's empowerment are human rights that lie at the heart of development and the achievement of the Millennium Development Goals. This is why gender equality and women's empowerment integrating dimensions UNDP's work in all four main

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areas, namely poverty reduction, democratic governance, crisis prevention and recovery and the environment and sustainable development.

Under the guidance and supervision of the Knowledge Management Specialist the KM Research Analyst will assist in facilitating the global gender networks and conduct in-depth research and analysis in the area of gender equality and women's empowerment, mainly through web and document searches and networking with policy advisers and external experts. The research will support knowledge and information needed to enhance the depth of network products and services.

Duties and Responsibilities

Research / Content Development

- Conduct in-depth research and analysis as required by the network products and services;
- Liaise with internal and external partners to identify the appropriate advisors/contacts to respond to Network queries;
- Draft network products including: consolidated replies to network queries and summaries of e-discussions;
- Support the Knowledge Management Specialist, Policy Advisors and the Communities of Practice (COP) with research and analysis during the development of selected BDP Knowledge Products;
- Contribute to the improvement of existing knowledge products and conduct additional research as needed;
- Actively promote the Service Delivery Platform and the Practice Workspaces; solicit content submissions from practice members; help to insure that content to be published in the workspaces is adequately tagged, named, summarized.

Practice Management/Coordination

- Support the Knowledge Management Specialist and the Practice Manager in the implementation of a Quality Assurance process for publications and flag substantive discrepancies between content residing on the Practice web platforms (workspaces, Service Delivery Platform, intranet, extranet) to maintain coherence and policy consistency;
- Liaise with the Gender Policy Advisors to identify new content and ensure quality and consistency across similar documents in the workspace;
- Enhance linkages with internal and external sources of knowledge in coordination with the UNDP team of KM Research Analysts and stay abreast of other COPs, innovations, best practices and lessons learned.

Knowledge Management

- Support the Knowledge Management Specialist in shaping the KM strategy of the Practice and the annual work plan;
- Support the Gender Practice Leadership in KM activities through enhancing the ability of practitioners to access internal knowledge and experts;
- Advise practitioners on the application of practice knowledge and expertise; provide hands-on guidance for Gender Policy Advisors on KM applications and tools;
- Support Policy Advisors with content management procedures and with the production, selection and maintenance of high quality content on the Workspace;
- Advocate for the adoption and implementation of new corporate standards for knowledge products development;
- Access and codify the impact of UNDP knowledge management work: monitor and maintain network member lists and performance indicators and report on Practice network performance and utilization.

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Practice Advocacy and Communications

- Internal advocacy and communications: Collect content and prepare periodic News Updates.
- External advocacy and communications: Liaise with UNDP Communications Specialist to identify and disseminate success stories shared by COPs to appropriate networks and forums.

Competencies

Corporate:

- Demonstrates integrity and fairness, by modeling the UN/UNDP's values and ethical standards;
- Promotes the vision, mission and strategic goals of UNDP;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.

Functional:

- Knowledge Management Advocacy and Support:
- Ability to produce high quality outputs and in a timely manner while understanding and anticipating the evolving client needs;
- Ability to focus on impact and results for the client, promoting and demonstrating an ethic of client service;
- Strong organizational skills;
- Ability to work independently, produce high quality inputs;
- Sound judgment and the ability to manage competing priorities.

Partnership building and team work:

- Demonstrated well developed people management skills;
- Strong ability to work in teams; creating an enabling environment, mentoring and developing staff;
- Good negotiating and networking skills;
- Demonstrated flexibility to excel in a multi-cultural environment;
- Provides constructive coaching and feedback.

Communications:

- Ability to write clearly and convincingly, adapting style and content to different audiences and speak clearly and convincingly;
- Strong presentation skills in meetings with the ability to adapt for different audiences;
- Strong analytical, research and writing skills;
- Strong inter-personal, negotiation and liaison skills.

Required Skills and Experience

- Minimum 2 -3 years experience in programme activities for UNDP or another international organization preferably in a capacity that involved work related to Knowledge Management and gender equality and women's empowerment issues with a focus on UNDP's practice policies.
- Excellent written and oral communications skills in English
- Masters Degree in International Relations, Economics/Management, Development Studies or related field

[Click here for important information for US Permanent Residents \('Green Card' holders\).](#)

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Consultant: Climate Change Facilitator

Application Deadline: 17-Apr-08

Additional Category: Environment and Energy

Type of Contract: SSA

Languages Required: English

Starting Date: (date when the selected candidate is expected to start) 24-Apr-2008

Duration of Initial Contract: 3 months

Expected Duration of Assignment: 3 months

Background

Climate change now threatens every aspect of human development. Not only does it cloud future prospects for development, including achieving the Millennium Development Goals, but it also endangers existing gains, and has the potential to seriously weaken the global economic system.

UNDP is tackling climate change issues on two broad fronts: mitigation-increasing the efficiency with which we use energy and diversifying energy sources to include more renewables; and adaptation – adjusting to the changes which scientists agree are now inevitable and which will have profound effects on the global economy.

The linkages between climate change, energy and sustainable development at the local, national and regional level, and the key challenges and opportunities related to global climate change play a critical role in UNDP's work around the globe, both in UNDP's capacity as chair of the UN Development Group, and as manager of the Resident Coordinator system.

UNDP also works with more than 100 developing countries who are Parties to the UN Framework Convention on Climate Change (UNFCCC) by helping them meet reporting and other commitments or obligations under the treaty; by building programme links to related UN conventions on climate change and the environment; and by providing the countries with policy and technical assistance in meeting UNFCCC and Kyoto Protocol processes and mechanisms.

Duties and Responsibilities

- Under the overall guidance of Veerle Vandeweerd, Director, Energy and Environment Group, the Consultant will provide policy and analytic recommendations that will enable UNDP/EEG to take an active leadership role in addressing climate change and sustainable development concerns.
- To this end, the Expert Consultant will be responsible for facilitating and coordinating on behalf of the Director of EEG, the relevant activities and concrete reports and policy outputs related to climate change and sustainable development.
- Where relevant, the Expert Consultant will be required to serve as an EEG Rapporteur for relevant meetings held in NY related to climate change, under the guidance of the Director of EEG. In addition, the Consultant will provide requisite strategic advice and technical inputs directly to the Director of EEG. This strategic and policy advice will entail reviewing pertinent reports, and providing written policy statements related to climate change and sustainable development, as requested by the Director of EEG.

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Competencies

- Strong analytical, writing and communication skills
- Excellent knowledge of climate change issues within the context of the UNFCCC negotiations
- Ability to focus on impact in order to deliver results
- Ability to respond positively to critical feedback
- Ability to work independently with no supervision

Required Skills and Experience

Education

- Advanced post-graduate degree in environment, energy, economics, or a closely related field

Experience

- At least 10 years' experience in climate change adaptation, preferably with developing country perspectives
- Excellent knowledge of UNFCCC international climate negotiations

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Training and Facilitation specialist position with ARD, Burlington, VT

Date Posted: 07 Apr 2008

Apply By: 07 Jul 2008

Contact Information:

Email: homeofficejobs@ardinc.com

Please reference the "Recruiting Center at DevelopmentEx.com" when you apply by email.

Description

Job Level: Mid-Level

TRAINING AND FACILITATION SPECIALIST

ARD, Inc. (www.ardinc.com) an International Consulting Services firm has an immediate opening for a Training and Facilitation Specialist at our corporate headquarters in Burlington, Vermont. This individual works under the supervision of the Senior Vice President and will assist in the planning and implementation of domestic and international training event, facilitated

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workshops, seminars and conferences.

Responsibilities:

- * Coordinating logistics of training events, seminars and conferences.
- * Identification of and communication with possible trainers and participants
- * Arranging travel
- * Tracking and documenting training course preparation
- * Drafting invitation letters and other training correspondence & tracking registration
- * Assist in the development and analysis of training needs assessments & evaluations
- * Assist in preparation of training course proceedings and certificates
- * Facilitate domestic training events and workshops (i.e. proposal planning workshops at ARD Home Office) as experience is gained.
- * Available during project startup, especially facilitation of annual work plans or team-building sessions (as experience is gained).
- * Assist Training & Facilitation Specialist in creating ARD database of training materials and information, and in creating informational and marketing material.

Essential Qualifications:

- * Minimum B.A degree in Education, Adult Education & Training or related field;
- * Foreign language proficiency is highly desired, especially Spanish, French;
- * Experience in facilitation and/or training;
- * International work experience is highly desirable;
- * Must be exceptionally organized, dedicated and flexible;
- * High level proficiency in data entry and database management highly desired;
- * Very strong interpersonal and communication skills;
- * Energetic and enthusiastic collaborative team player;
- * Must be comfortable working in a fast paced and sometimes intense work environment;
- * International travel may be required.
- * U.S. citizenship or a valid U.S. work permit is an absolute requirement.

To Apply:

Please e-mail a letter of application and a current resume in reverse chronological format to homeofficejobs@ardinc.com.

Please refer to Training Specialist in the subject line.

Applicants must complete the U.S. Department of Labor's Employment Opportunity form (available at: <http://www.ardinc.com/careers/eeform.php>) using Job Code: Training Specialist

Applications that do not meet the minimum requirements listed above will not be considered.

No phone calls will be accepted.

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