

**ON-SITE MEDIATOR/INFORMATION COORDINATOR, Peterborough,
ON, CANADA**

The Mediator/Information Coordinator will be responsible for the provision of onsite information services, mediation screening, on-site mediation, and monthly public information sessions. This position is located in the Lindsay Family Court, Superior Court of Justice, and operates 18 hours per week, with an opportunity to provide off-site family mediation on a fee-for-service basis.

The successful candidate will meet the criteria of an accredited member of the Ontario Association for Family Mediation, plus have knowledge of the dynamics of divorce, in particular the effects on children, and a background working with parents and children experiencing separation and divorce. Court experience as well as a comfort with public speaking is a definite asset.

Please submit your resume by February 8, 2008 to:

Selection Committee
Four Counties Family Court Mediation Service
349A George St. N., Suite 205
Peterborough, ON
K9H 3P9

Or email to: info@familycourtmediation.com

We thank all those who apply for this position, however, only those selected for an interview will be contacted.

**Townhall II Educational Services Department: Conflict Management Services
Coordinator, Kent, OH**

Full-time position responsible for conflict management programming, including mediation services, educational prevention programs, and training programs for youth, adults, and professionals. Minimum qualifications: Bachelor's degree in social sciences; basic mediation training; and OCPS certification or register as an applicant upon employment. Preferred candidates will have divorce mediation training and/or crisis intervention training and experience. This position requires some evening/weekend hours and travel; own transportation and valid Ohio driver's license. Excellent benefits package. Starting salary Range \$1,038.47 - \$1,230.77, bi-weekly. We are an EEO employer and provider of services.

Send resumes to:
Conflict Management
155 N. Water Street
Kent, OH 44240
Fax 330-678-7558

Deadline: January 18, 2008

No phone calls

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Program Associate/Mediation Advocate, Providence, RI

The Community Mediation Center of Rhode Island
570 Broad Street • Providence, RI 02907 • (401)
273-9999 (phone) • (401) 273-9999 (fax) www.cmcri.org

Job Title: Program Associate/Mediation Advocate
Start Date: Early March 2008

About the Community Mediation Center of Rhode Island:
The concept of community mediation has grown rapidly over the past three decades in response to concerns over violence in our society and frustration with our overburdened judicial system. More than 500 community mediation centers now operate throughout the United States, and today community mediation centers are recognized as vital components of justice in most states. The Community Mediation Center of Rhode Island (CMCRI), founded in 1996, is Rhode Island's first such center.

We are committed to the concepts of social justice and of strengthening and healing communities by addressing and helping to resolve conflicts. Through mediation we help parties to peacefully express their underlying needs, interests, concerns, and to identify and arrive at mutually acceptable solutions. CMCRI provides mediation and dispute resolution services to community residents and organizations regardless of their ability to pay. We intervene in over 400 disputes annually, both in the community and in the Small Claims Courts, assisting with family and parent-teen conflicts, court-involved juveniles, neighbor-to-neighbor, organizational and workplace disputes, landlord-tenant, human rights cases, and small claims matters. We also provide mediation and conflict resolution training to youth and adults.

Job Description:

The Mediation Advocate is responsible for handling a mediation caseload, which includes fielding calls from interested parties; making referrals where necessary and as appropriate; conducting intake interviews; educating parties about mediation; assessing cases for appropriateness; preparing parties for the process; scheduling and coordinating mediation sessions; and acting as the staff representative and support person before, during and after a session. The Advocate's caseload will consist primarily of victim/offender matters under CMCRI's new Juvenile Restorative Justice Program, which seeks to reach first time youthful offenders, aged 8 – 14, and engage them in the mediation process as an alternative to the criminal justice system. The Mediation Advocate will also represent CMCRI at community meetings; conduct community outreach and education about

the program; develop and further relationships with referral sources; assist staff with trainings and conflict resolution workshops; assist the Executive Director with locating additional funding sources; and mediate as needed. Other duties will involve administrative assistance as needed, aiding with the preparation of grant reports and assisting with CMCRI's bi-annual fundraisers. Occasional nights and weekends will be required. This is a one-year grant-funded position, which will be extended given continued funding.

Job Requirements:

An interest in and demonstrated commitment to issues of social justice, involvement with youth and disadvantaged populations, and an ability to work with diverse populations are required. The ideal candidate will have mediation training and experience, a strong interest in peaceful conflict resolution, some case management experience, the ability to speak well before groups, enthusiasm, initiative, excellent multi-tasking, self-starting and organizational skills. Fluency in Spanish is highly desired. Candidates of color are encouraged to apply.

To apply: Please send a cover letter and resume either by mail or fax by January 31, 2008 to CMCRI Executive Director Abigail Jones-Herriott. PLEASE DO NOT APPLY VIA E-MAIL . Thank you!

EXECUTIVE DIRECTOR of the New York Association of Collaborative Professionals, Location Flexible, NY

The Organization

NYACP is a non-profit education and training member organization devoted to transforming how families resolve conflict. NYACP's mission is to support our greater NY area lawyer, financial and mental health professional members in their pursuit of excellence in working Collaboratively with each other and with families in transition (divorce, marriage, remarriage, relationship dissolution for unmarried couples and/or gay or lesbian couples) in a respectful process to reach workable out-of-court solutions for couples and their children, and works to raise public awareness about this unique and constructive dispute resolution process.

The New York Association of Collaborative Professionals (NYACP) began as the New York Collaborative Law Group (NYCLG). It was established six and one-half years ago to bring together lawyers who were interested in offering New York area families the opportunity to resolve family issues through the Collaborative Law process, an out-of-court representational model in which clients and professionals constructively work to find solutions that work as best as possible for everyone involved. In the process of doing this work, NYCLG members began reaching out for assistance to like-minded colleagues in the mental health, financial planning and

valuation fields.

In late 2005, NYCLG sponsored an Interdisciplinary Collaborative Practice Training and subsequently began a dialogue with interested professionals about opening NYCLG membership to mental health and financial professionals. The result has produced the NYACP, an interdisciplinary association of professionals in the fields of law, mental health and financial planning.

NYACP has grown quickly and now needs a professional executive on at least a half-time basis. This person must have strong leadership and administrative skills. This is an exciting opportunity to be at the forefront of the growing public and professional interest in Collaborative Practice. More information about NYACP is available at nycollaborativeprofessionals.org and Collaborative Practice is available collaborativepractice.com.

The Position: Executive Director

Professional Qualifications:

The position of Executive Director requires an understanding of and a commitment to the Collaborative Process, a non-adversarial resolution of family disputes. Leadership qualities, including presence, character, thoughtfulness, integrity and credibility are necessary. The ideal candidate will bring a strong executive presence to NYACP, allowing the Board and the President to devote their efforts to policy-making and public education, rather than day-to-day management. The ideal leadership style will mirror the underlying values of Collaborative Practice, including careful listening and a commitment to compromise and remaining focused on long-term goals.

Multiple skills appropriate to a non-profit organization with a varied membership and an uncomplicated budget will be required. In addition, an ability to conceptualize and communicate fund-raising projects is essential.

Responsibilities/Duties:

The Executive Director will work closely with and assist the President, the Board of Directors, its Committees and the organization's other Committees in carrying out objectives; to assure effective communication among the various components of the organization; to work with the President and the Board of Directors to create, plan and coordinate long-range strategies for membership, marketing and community outreach; to develop and manage fund-raising activities; to supervise all aspects of

educational events, Board meetings, the Annual Meeting & other special events; and to work with the Treasurer and Finance Committee on budget development and financial oversight.

The Executive Director must be highly organized and have excellent verbal and writing skills. Computer and software knowledge (or a willingness to learn) will be needed to implement and monitor organizational operations and provide financial management. Effective communication with the various constituent groups, the public and the media is vital. The Executive Director will oversee training and educational programs, the annual meeting, social events, fund-raising events, the newsletter, budgeting and finance, fundraising, expanded membership and short and long term financial planning.

The Executive Director will supervise NYACP's part-time Administrative Assistant and report to the NYACP President.

Location:

Given the regional nature of NYACP's membership and activities, location is flexible. It is anticipated that the Executive Director will work out of his or her own office or home.

Compensation - Negotiable Commensurate with Experience:

As its first Executive Director the ideal candidate will appreciate the growth potential of NYACP, the flexible schedule and the opportunity to develop and improve the organization. Please submit compensation requirements with application letter and resume.

Contact:

Applications will be accepted through mid-January 2008. Please share this announcement with anyone you believe is qualified and potentially interested in this position.

Application letters and resumes, or inquiries, should be submitted to the New York Association of Collaborative Professionals. Attention: Confidential Executive Director Search @ info@NYCollaborativeProfessionals.org

**Section Director, American Bar Association Section of Dispute Resolution,
Washington, DC**

The American Bar Association seeks a Section Director to oversee and manage its more than 18,000 member Section of Dispute Resolution. Among its goals, the Section provides its members and the public with creative leadership in the dispute resolution field by fostering diversity, developing and offering educational programs, providing technical assistance, and producing publications that promote problem-solving and excellence in the provision of dispute resolution services. The Section's spring meeting is the premier national conference on dispute resolution.

Responsibilities. The Section Director works closely with the section chair, executive committee, council and leadership from over 40 committees, taskforces and working groups to formulate and implement all section activities. This includes planning and oversight of a \$1 million + budget, supervising an eight person staff, conducting legal educational meetings and conferences, publishing resources for members including a monthly e-newsletters, quarterly magazine, and practical books on ADR issues, developing relevant ABA policies, raising outside funds to support section programs, and expanding technology based services to the members.

Qualifications. Applicant should have at least five years of prior management experience, preferably in an association or non-profit entity setting. Prior experience in alternative dispute resolution and an advanced degree in law, management, or business are highly desirable. Must exhibit strong organizational, communication, and interpersonal skills, and a commitment to customer service.

Salary. Salary is based on experience and is very competitive within the NGO and ADR community; excellent benefits.

Organization. The American Bar Association is the largest voluntary professional membership association in the world. With more than 400,000 members, the ABA provides law school accreditation, continuing legal education, information about the law, programs to assist lawyers and judges in their work, and initiatives to improve the legal system for the public.

Application. Applicants are encouraged to visit the section's website at www.abanet.org/dispute . To apply, please send a cover letter, resume, and list of three professional references to:

Attn: HR- C335, by e-mail to abajobsdc@abanet.org or to the American Bar Association, 740 15th Street, N.W., Washington, DC 20005 or fax to 202-662-1032. Equal Opportunity Employer M/F/D/V.

US Postal Service, MANAGER, CONFLICT MANAGEMENT / DISPUTE RESOLUTION SERVICES, WASHINGTON, DC

Position Number: EX-07-799

Closing Date: 01/16/08

The United States Postal Service has the following excellent and challenging employment opportunity for highly motivated and innovative individuals to work in our EMPLOYEE DEVELOPMENT AND DIVERSITY office in WASHINGTON, DC. Successful candidates must demonstrate through a combination of education, training, and experience the following requirements:

REQUIREMENTS:

1. Ability to implement a variety of strategies to prevent and resolve complaints and workplace disputes.
2. Knowledge of statutes, regulations, case law, and administrative procedures pertaining to Federal Equal Employment Opportunity (EEO) laws, regulations, and complaints, and disciplinary appeals handled by the Merit Systems Protection Board (MSPB).
3. Knowledge of the principles and components of an Integrated Conflict Management System, including interest-based problem solving and processes for raising and resolving workplace and organizational issues.
4. Ability to apply analytical and strategic thinking skills to resolve disputes.
5. Ability to perform fact-finding activities and solve problems.
6. Ability to communicate orally and in writing in order to provide guidance to employees and managers on issues related to conflict resolution.
7. Ability to establish and maintain effective working relationships within the organization at all levels and outside the organization to provide expert advice and represent the organization.
8. Ability to assess organizational needs and create programs, including developing objectives, action plans and timelines, determine resource requirements, monitor progress and report results.
9. Ability to evaluate data, summarize findings, and develop a course of action based on results.
10. Ability to manage teams and projects, including developing plans and timelines, determining resource requirements, budgeting, monitoring progress, and reporting results.

NOTE(S):

Degree or certification in Dispute Resolution or related field preferred.

If your qualifications match the above requirements, follow the "How to Apply" instructions below.

SPECIAL NOTE: Current career Postal Service employees are ineligible to apply to this posting.

Qualified applicants must successfully pass a pre-employment drug screening to meet the U. S. Postal Service's requirement to be drug free. Applicants must also be a U. S. citizen or have permanent resident alien status.

The salary range is \$60,913 - \$118,300. Salary will be based on previous experience, salary history, and current postal pay policies. We offer excellent benefits including health and life insurance, retirement plan, savings/investment plan with employer contribution, flexible spending account, flextime scheduling of core work hours, annual and sick leave.

HOW TO APPLY:

Applicants should complete PS Form 2591, Application for Employment, and submit a narrative statement of qualifications for each knowledge, skill, or ability (KSA) requirement stated on this vacancy announcement. PS Form 2591 can be found at <http://www.usps.com/forms/employforms.htm>. Submission of a resume is optional, but not required as part of the application. Applicants are encouraged to apply electronically to the email address below. If applying electronically, applications must be received at the electronic address by 11:59 p.m. (Eastern Time) on the vacancy announcement closing date. For those applicants not able to apply electronically, applications may be mailed to the application mailing address and must be postmarked on or before the vacancy announcement closing date.

E-MAIL TO: usps.eapply@usps.gov

MAIL TO:

HRSSC EAS Selections - VA# EX-07-799
PO Box 970200
Greensboro, NC 27497-0200

NARA Supervisory Human Resources Specialist (Labor Relations), College Park, MD.

Salary Range: 93,822.00 - 121,967.00 USD per year

Pay is subject to increase upon approval of 2008 pay adjustment.

Open Period: Thursday, December 20, 2007 to Monday, January 14, 2008

Series & Grade: GS-0201-14/14

Position Information: Full-Time Permanent

Promotion Potential: 14

Duty Locations: 1 vacancy - College Park, MD

Job Summary:

Whether you are new to the Federal Government or an experienced professional seeking a career change, you can make history at the National Archives. Our dedicated staff work across a variety of career fields to safeguard the records of the Federal Government - more than 10 billion of them. Visit our Employee Gallery at www.archives.gov/careers to see the kinds of dynamic projects our staff are undertaking. If you want a career where you can see the difference your work makes, then join the National Archives!

You will serve as the Chief of the Employee and Benefits Branch, Human Resources Services Division, 8601 Adelphi Road, College Park, MD.

The agency is geographically dispersed in multiple locations across the country. Many diverse employment conditions, working conditions and labor relations factors contribute to the complexity of implementing the labor and employee relations and benefits programs.

Major Duties:

As the Chief of the Employee Relations and Benefits Branch, you will develop NARA Human Resources Management policies and programs in the areas of labor relations, employee relations, and employee benefits including disciplinary and adverse actions, performance appraisal, awards, suggestions, absence and leave, work schedules, retirement and benefits, health and safety, and worker's compensation.

Supervises and ensures that labor and employee relations, and employee benefits programs are integrated with management's long range plans for the agency.

Serves as NARA's chief labor relations official. Provides expert technical guidance to management on the implementation and administration of the negotiated union agreement.

Researches, interprets, and applies ever-changing case law to a variety of situations. Serves as NARA's primary representative before the FLRA, Federal Impasses Panels and arbitrators. Supervises staff in dealing with the union; discusses specific approaches, procedures and decisions in handling grievances, MSPB actions and other third party actions.

Supervises assigned staff: assigns and reviews work; sets standards and appraises performance; recommends awards, promotions, and disciplinary actions; resolves informal complaints and grievances; and provides career development opportunities.

Qualifications:

To be considered for this position, you must have one year of specialized experience equivalent to at least the GS-13 level in the Federal service.

Specialized experience is experience which shows that you have the knowledge, skills, and abilities to perform the duties of this position successfully. This type of experience is generally obtained from having worked in a position similar to the position being filled. Specialized experience is Federal civilian human resources management experience in the areas of employee relations and/or labor relations, in which you have provided expert technical advice to management on a wide variety of conduct and performance-based actions, grievances and appeals; provided expert technical advice to management on labor relations issues involving the union and the negotiated union agreement and/or third party cases; have skill in researching, interpreting, and applying ever-changing case law to a variety of situations; and performed personnel management studies in the areas of employee relations and/or labor relations to streamline processes, to ensure programs support agency strategic plan objectives, and continue to meet legal and regulatory requirements.

Time-in-grade restrictions apply for current Federal employees. You must have one year of Federal service at the GS-13 level to be eligible for a GS-14.

How You Will Be Evaluated:

If you meet the basic qualification requirements, we will use your resume and narrative responses to the knowledges, skills, and abilities (KSAs) listed below to identify the best qualified candidates for this position. You must explain how your experience, education, training, self-development activities, appraisals, awards, etc. relate to each knowledge, skill or ability. Describe each KSA separately and limit each narrative to one page. To be considered for the position, you must submit narrative KSA statements with your application package. Failure to address each KSA will result in non-consideration of your application.

Based on the information you provide in your application package, we will assign you to one of two quality categories - Best Qualified or Qualified. Those applicants who are determined to be best qualified will be referred to the hiring manager for further consideration.

The KSAs required for this position are:

1. Knowledge of federal human resources laws, rules, regulations, and case law in the areas of labor

and employee relations.

2. Ability to develop innovative agency-level policies and programs in the areas of labor and employee relations in order to accomplish agency mission and objectives.
3. Ability to effectively communicate with all levels of management, to perform negotiations, serve as a technical advisor, represent the agency before third parties, and supervise and lead a staff.
4. Ability to communicate in writing.

Benefits:

The Federal government offers a number of exceptional benefits to its employees. The following web address is provided for your reference to explore the major benefits offered to most Federal employees.

<http://www.usajobs.opm.gov/ei61.asp>

Other Information:

This is a supervisory position. First-time supervisors serve a one-year probationary period.

INFORMATION FOR DISPLACED FEDERAL EMPLOYEES:

If you are an eligible Interagency Career Transition Assistance Program (ICTAP) applicant you may apply for special selection over other candidates for this position. To exercise selection priority, you must meet minimum qualifications, including selective factors, experience, and education requirements (if applicable), and be rated in the 'Best Qualified' category based on the criteria described under 'How You Will be Evaluated.'

The headquarters site for the National Archives and Records Administration (NARA) is a state-of-the-art building in suburban Maryland. Adjoining the campus of the University of Maryland, NARA's building is located in a wooded area that offers both beauty and privacy yet has convenient access to urban amenities and to the Beltway. Pleasant working conditions, the latest in equipment, a full-service cafeteria, a fitness center, free parking, a jogging path, a childcare center – NARA's building has the kinds of features that attract new employees today.

Mail to:

NARA, Human Resources Services Division
Human Resources Operations Branch (NAHO)
Attn: Kathy Elmestad
9700 Page Avenue, Room 399
St. Louis, MO 63132

Hand-carry to:

NARA, Human Resources Services Division
8601 Adelphi Road, Room 1200
College Park, MD

Fax to: 314-801-0845. Be sure to include your name and announcement number on all documents.

For questions about this job:

Kathy Elmestad

Phone: 314-801-0861
Fax: 314-801-0845
TDD: 314-801-0886

USAJOBS Control Number: 1088136

<http://jobsearch.usajobs.gov/getjob.asp?JobId=66570988&AVSDM=12%2F27%2F2007+4%3A45%3A33+PM>

Staff Assistant for ADR Programs, District of Columbia Courts' Multi-Door Dispute Resolution Division, Washington, DC

Salary Range: 50,703.00 - 65,912.00 USD per year

Open Period: Thursday, December 27, 2007 to Thursday, January 24, 2008

Series & Grade: JS-0945-10/10

Position Information: Full-Time Permanent

Duty Locations: 1 vacancy - Washington, DC

Major Duties:

BRIEF DESCRIPTION OF DUTIES: Incumbent will provide alternative dispute resolution (ADR) program and administrative support to the Multi-Door Dispute Resolution Division. Duties include monitoring and coordination of the division's strategic planning efforts; design and delivery of mediator instructional materials and initial and ongoing training classes; editing and production of client and visitor informational materials; and ADR case management back-up support as needed. Incumbent will also respond to inquiries about ADR programs and activities, coordinate meetings, and maintain web-based ADR information and literature for staff and neutrals. Incumbent will coordinate projects and work directly with the Director of the Multi-Door Dispute Resolution Division on collecting and analyzing data and budget preparation.

Qualifications:

MINIMUM QUALIFICATIONS: A bachelor's degree in the social sciences, humanities, or business, plus two (2) years of administrative experience working with public and/or non-profit organizations. Equivalent combination of relevant education and experience may be substituted. Strong interpersonal and communication skills are essential. Please submit with your application a writing sample as described below, and a copy of your most recent performance evaluation, if available.

You will need to successfully complete a background security investigation before you can be appointed into this position.

How You Will Be Evaluated:

SUPPLEMENTAL RANKING FACTORS: The following factors will be used to rate candidates' qualifications for this position. Please describe all relevant experience, education, and training in support of each factor. Failure to respond specifically to each of the ranking factors will disqualify you from further consideration.

1. Ability to coordinate multiple projects and meet time frames in a collaborative, creative and performance-oriented environment.
2. Ability to work independently and organize assignments with thoroughness and attention to detail.
3. Knowledge of mediation theory and practice, and the use of mediation in the context of the court system.
4. Ability to communicate clearly, both orally and in writing, with a wide variety of audiences. (Please submit a writing sample of 2-3 pages with your application.)

How To Apply:

You must submit your application so that it will be received by the closing date of the announcement.

To apply, candidates must submit a District of Columbia Courts application and answers to the supplemental ranking factors listed on the job vacancy announcement (if applicable). For more information about vacancies or to obtain an application visit us on the web at www.dccourts.gov or call 202-879-0496.

Please submit District of Columbia Courts' application and answers to ranking factors (if applicable) to: District of Columbia Courts, ATTN: Human Resources Division, 500 Indiana Avenue, Washington, DC 20001. You can also fax it to 202-879-4212.

Resumes will not be accepted

Contact Information:

Nancy Matos
Phone: 202-879-0496
Fax: 202-879-4212
Email: recruitment@dcsc.gov

Or write:
District of Columbia Courts
500 Indiana Avenue NW
500 Indiana Avenue NW
Washington, DC 20001
US
Fax: 202-879-4212

For questions about this job:
Nancy Matos
Phone: 202-879-0496
Fax: 202-879-4212
Email: recruitment@dcsc.gov

USAJOBS Control Number: 1009901

<http://jobsearch.usajobs.gov/getjob.asp?JobID=62407594&AVSDM=2007%2D12%2D27+16%3A11%3A33&Logo=0&q=mediation&FedEmp=N&sort=rv&vw=d&brd=3876&ss=0&FedPub=Y&SUBMIT1.x=0&SUBMIT1.y=0>

<http://jobsearch.usajobs.gov/getjob.asp?JobID=62407594&brd=3876&AVSDM=2007-12-27+16:11:33&q=mediation&sort=rv&vw=d&Logo=0&FedPub=Y&FedEmp=N&SUBMIT1.x=0&SUBMIT1.y=0&ss=0&TabNum=6&rc=2>

Mediation Program Associate, Bluffton University, Bluffton, Ohio

Bluffton University is accepting applications for a half-time position of Mediation Program Associate. This position within the Peace and Conflict Studies program will provide coordination for a mediation program steeped in the values of restorative justice. Responsibilities include, but are not limited to primary case management of mediation cases from receiving referrals to making sure that final reports are written and filed, supervision of all

mediations as the lead mediator in a co-facilitation model and evaluation of all mediators' skills. The Mediation Program Associate is directly accountable to the Peace and Conflict Studies Director, whom the Mediation Program Associate will assist in the coordination of various aspects of the program. Go to webpage for more information: <http://www.bluffton.edu/about/employment/sft-mediation/>

EXECUTIVE DIRECTOR, PEACE AND JUSTICE STUDIES ASSOCIATION

The Peace and Justice Studies Association (PJSA) is seeking an experienced administrator and progressive leader for a part-time position of Executive Director. PJSA is a nonprofit 501 (c)(3) corporation dedicated to bringing together academics, K-12 teachers and grassroots activists to explore alternatives to violence and share visions and strategies for peace-building, social justice, and social change. With a 20+ Board of Directors, the successful candidate will develop, plan and manage initiatives that advance the Association's mission; connect with Association membership through public forums; and represent and advance the organization's mission in the wider community.

The Executive Director works closely with the Board of Directors in setting goals and articulating the vision of the Association and in developing strategies and plans to meet goals; manages the business affairs of the Association, including recommending and implementing an annual budget; serves as Editor for a quarterly newsletter; works with Board on fundraising and grant-writing; motivates and manages multiple projects performed by a committed set of volunteers, including a major annual conference. PJSA is based on a university campus, but primary daily interactions of the Executive Director are with a Board distributed across the country and with a membership largely within North America.

PJSA is based on the campus of the University of San Francisco; however, should the successful applicant be located at another institution or in another city we are open to moving our headquarters. For more information on headquarter relocation, see www.peacejusticestudies.org/ed.php.

Minimum Position Requirements: B.A. in peace studies, conflict resolution or related field preferred; demonstrated management and administrative experience; excellent written, verbal and interpersonal skills; competent with business productivity software and database management; experience with social justice movements; demonstrated ability to work with and motivate volunteers of all ages and varying interests and professions; public relations experience valuable; sense of humor and vision essential; must be able to work effectively and efficiently with an active, volunteer Board by email and telephone.

Compensation and Benefits: \$28,000-\$32,000 part-time salary with benefits, commensurate with experience, qualifications and geographical location.

If interested, apply online at www.peacejusticestudies.org/applied.php You will be asked to supply a cover letter and C.V. or resume. Review of application materials will begin Monday, February 4, 2008 and continue until the position is filled.

The Peace and Justice Studies Association is an affirmative Action/Equal Opportunity Employer.

Visit our website at www.peacejusticestudies.org.

DIRECTOR OF PROGRAMS, Western Justice Center Foundation, Pasadena, CA

AVAILABLE: As soon as possible. Posted December 16, 2007 with review of candidates beginning immediately, open until filled.

This staff person will direct the program work of the Western Justice Center Foundation (WJCF) a non-profit organization. The WJCF's mission is to increase the opportunity for peaceful conflict resolution and displace the violence in our society. We design, implement, evaluate and promote innovative methods of conflict prevention and resolution for children, communities and courts. These WJCF programs fall into two categories: 1) Community Engagement, 2) Conflict Resolution Education.

We are looking for someone with significant non profit management experience with at least 3 years of management level background. WJCF utilizes a team approach to management. The Director of Programs reports to the Executive Director and also works with the Director of Operations and Director of Development to oversee the long term strategic planning and program development of the organization. The Director of Programs will supervise the work of two Program Directors and carry a violence prevention portfolio which includes gang intervention and prevention, parenting education and civic engagement on issues of violence.

A. Duties and Responsibilities

1. Oversee and support the functions of the Community Engagement and Conflict Resolution Education departments of the WJCF.
2. Supervise program-related staff and assist with strategic planning and program design. Expand staff capacity through mentorship and feedback.
3. Work with Director of Development to provide relevant program information for grant writing.
4. Implement and oversee programs related to violence prevention (gang intervention/prevention, parenting education and civic engagement on issues of violence).
5. Represent WJCF at high level meetings and community outreach sessions
6. Present at conferences and symposia.
7. Work with Board of Directors Program Committee on strategic planning for program development.
8. Identify and work with program evaluators for all programs.
9. Deliver training sessions when necessary.

B. Required Knowledge and Skills

1. Masters level course work or higher and experience in Education, Conflict Resolution, Social Welfare, Psychology, Sociology, Criminal Justice or related field.
2. Experience in developing training material and delivering trainings or workshops.
3. Ability to supervise staff and volunteers. At least 3 years experience in supervising staff.
4. At least 3 years experience in conflict resolution, education, social welfare or related fields.
5. Ability to handle multiple projects at one time.
6. Some grant writing experience a major bonus.
7. Experience in program design and evaluation. Proven track record for successful program design and implementation.

Salary: \$60-\$65,000 Benefits: Major medical, dental, 403-b pension plan, vacation and sick leave, major holidays. WJCF offers a competitive benefits package.

Interested applicants should send their cover letter and resume to Abbie Genzink, Administrative Assistant, info@westernjustice.org. 5S Grand Ave. Pasadena, CA 91105). Position is available immediately. Search will remain open until appropriate candidate is hired. WJCF is an equal opportunity employer

U.S. Institute for Environmental Conflict Resolution, Program Manager, Transportation Sector, Tucson, AZ

The U.S. Institute is seeking an experienced and entrepreneurial individual for the position of Program Manager for the Transportation Sector. The Institute has had a long-standing transportation sector and maintains an interagency agreement with the Federal Highway Administration. The Program Manager will be responsible for continuing to build this program sector and for managing projects under contract with qualified ECR practitioners and potentially providing some direct environmental conflict resolution (ECR) services as well.

The U.S. Institute for Environmental Conflict Resolution (U.S. Institute) is part of the Morris K. Udall Foundation, a federal agency dedicated to continuing the legacy of the late Congressman Udall in environmental policy and Native American affairs. The U.S. Institute is charged by Congress to assist all parties in resolving environmental, natural resources, and public lands conflicts involving the federal government. It is located in Tucson, Arizona and works nationally in a variety of program areas, drawing on its national roster of qualified environmental mediators and facilitators. The U.S. Institute is funded by a combination of appropriations and revenues generated by services the Institute provides.

The U.S. Institute is seeking an experienced and entrepreneurial individual for the position of Program Manager for the Transportation Sector. The Institute has had a long-standing transportation sector and maintains an interagency agreement with the Federal Highway Administration. The Program Manager will be responsible for continuing to build this program sector and for managing projects under contract

with qualified ECR practitioners and potentially providing some direct environmental conflict resolution (ECR) services as well.

POSITION DESCRIPTION

The U.S. Institute is currently recruiting a Program Manager with interest and experience in ECR and other collaborative processes related to transportation planning, project development, and associated environmental issues. The primary duty of Program Managers is to build and maintain an ongoing caseload of ECR projects, overseeing each from initiation through evaluation. Program managers perform a variety of ECR case service duties including convening, conflict assessment and process design, and managing the provision of contracted facilitation and mediation services. Depending on the expertise and interest of the selected candidate, the new Program Manager may also provide mediation and facilitation services directly. Program Managers generally focus on developing one or more program areas or substantive sectors and maintaining ongoing institutional relationships with federal agencies and other organizations. Sector responsibilities include outreach to potential users of ECR services, identification of situations where ECR is likely to provide benefit, and generation of project revenues.

The successful candidate will join a team of seven current Program Managers and a total staff of 24 Institute FTEs in Tucson. Program Managers report to the Director of Operations, who oversees administration, operations, and performance of Institute staff and programs. They also consult and work with the Institute Director on selected cases and projects, sector development, and other program initiatives. Program Managers also team with other Program Managers on projects that overlap sectors or are of mutual interest and contribute to cross-sector staff teams on strategic directions, training, new technologies, evaluation, and other specific policy issues.

MAJOR DUTIES AND RESPONSIBILITIES FOR THIS POSITION

1. Provide environmental conflict resolution (ECR) services, including intake, screening, case consultation, convening of parties, selection of neutrals, conflict assessment (often in partnership with independent neutrals), facilitation and/or mediation services in limited circumstances and as appropriate, case management, and evaluation; assure the use of best practices and provision of high quality service.
2. Promote ECR generally and in the transportation sector specifically. Develop productive relationships with stakeholders working in the issue area. Develop and successfully manage a case load of ECR projects. Build and maintain a case load of 5-10 ECR cases and projects a year and generate sufficient project revenues to support contracted work with independent neutrals and a portion of the U.S. Institutes costs associated with the cases.
3. Work collaboratively with other Program Managers and the Institute staff and management to develop and implement U.S. Institute policies, projects and programs.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

1. At least 5 years of accumulated experience either as a third-party neutral or as an in-house specialist in conflict resolution or conflict management, with expertise in some of the following processes: facilitation, collaborative consensus building, mediation, negotiated rulemaking, dispute resolution training, dispute systems design, conflict assessment, or dispute program management.
2. Educational background (graduate or law degree) and current knowledge in environmental, natural resources or transportation/land use law, science, policy, or management.
3. Work experience in federal, state, regional, tribal, or local government or in the private sector involving environmental and natural resource aspects of transportation planning and facility development. Knowledge of the National Environmental Policy Act (NEPA) and experience with NEPA reviews is essential. Experience with a variety of transportation modes is preferred.
4. Experience as a project manager and team leader responsible for developing or managing programs or projects.
5. Demonstrated ability to work independently, while also capable of working collaboratively with a team to develop and carry out an overall program.
6. Demonstrated understanding of and competence in the numerous skills required of facilitators and mediators in multi-party, public sector disputes.
7. Demonstrated excellence in communication skills, including writing, conversing, and public speaking.
8. Experience working with federal agencies (as a neutral or in a collaborative problem-solving capacity) is preferred.
9. Experience in fee-for-service or other revenue-generating positions preferred.
10. Membership or eligibility for membership in the National Roster of ECR Practitioners is preferred, but not required.

POSITION LOCATION

This position requires that the successful candidate relocate to the offices of the U. S. Institute for Environmental Conflict Resolution in Tucson, Arizona. Tucson is a growing metropolis of 1,000,000 in the heart of the beautiful Sonoran desert. Arizona provides magnificent opportunities for a wide variety of outdoor recreation activities.

SALARY RANGE AND CONDITIONS

\$50,000 to \$95,000 depending on experience and qualifications. The successful candidate will become a federal employee and will be eligible for federal benefits described below. This position is an excepted service position. A portion of relocation expenses might be paid.

APPLICANT INSTRUCTIONS

Please submit a resume and cover letter describing your interest in this position, your qualifications, your availability and salary requirements, and three references with addresses and phone numbers, to:

Lynne Gillette, Director of Operations

U. S. Institute for Environmental Conflict Resolution

130 S. Scott Ave.

Tucson, AZ 85701

email: gillette@ecr.gov

fax: 520-901-8541

Applications will be accepted until the position is filled.

Program Manager, U.S. Institute for Environmental Conflict Resolution, Tucson, AZ

The U.S. Institute is seeking an experienced and entrepreneurial individual for the position of Program Manager. The Program Manager will be primarily responsible for managing environmental conflict resolution (ECR) projects related to particular substantive policy area where contracted neutrals are the primary service providers. S/he may also provide direct mediation and/or facilitation services as appropriate and in accordance with experience.

The U.S. Institute for Environmental Conflict Resolution (U.S. Institute) is part of the Morris K. Udall Foundation, a federal agency dedicated to continuing the legacy of the late Congressman Udall in environmental policy and Native American affairs. The U.S. Institute is charged by Congress to assist all parties in resolving environmental, natural resources, and public lands conflicts involving the federal government. It is located in Tucson, Arizona and works nationally in a variety of program areas, drawing on its national roster of qualified environmental mediators and facilitators. The U.S. Institute is funded by a combination of appropriations and revenues generated by services the Institute provides.

The U.S. Institute is seeking an experienced and entrepreneurial individual for the position of Program Manager. The Program Manager will be primarily responsible for managing environmental conflict resolution (ECR) projects where contracted neutrals are the primary service providers. S/he may also provide direct mediation and/or facilitation services as appropriate and in accordance with experience.

POSITION DESCRIPTION

The primary duty of a Program Manager is to develop and manage specific cases and projects from initiation through evaluation. Program managers perform a variety of ECR case services duties including convening, conflict assessment and process design, and managing the provision of services (whether in-house or through a subcontractor). Program Managers generally focus on developing one or more program areas or sectors and maintaining ongoing institutional relationships. Sector responsibilities include outreach to potential users of ECR services, identification of situations where ECR is likely to provide benefit, and generation of project revenues. Program managers also may provide direct facilitation, mediation and/or training services depending on their experience and as appropriate. The substantive program area or special focus for the new program manager position is dependant on the expertise of the selected candidate and the balance with other Institute sectors and program areas. The following areas would be of particular interest to the Institute: federal facilities,

utilities and energy transmission, military installations, water resources, or urban infrastructure. However, other substantive areas and expertise will be considered.

The successful candidate will join a team of seven current Program Managers and a total staff of 24 Institute FTEs in Tucson. Program Managers report to the Director of Operations, who oversees administration, operations, and performance of Institute staff and programs. They also consult and work with the Institute Director on selected cases and projects, sector development, and other program initiatives. Program Managers also team with other Program Managers on projects that overlap sectors or are of mutual interest and contribute to cross-sector staff teams on strategic directions, training, new technologies, evaluation, and other specific policy issues.

MAJOR DUTIES AND RESPONSIBILITIES FOR THIS POSITION

1. Provide environmental conflict resolution (ECR) services, including intake, screening, case consultation, convening of parties, selection of neutrals, conflict assessment (often in partnership with independent neutrals), facilitation and/or mediation services in limited circumstances and as appropriate, case management, and evaluation; assure the use of best practices and provision of high quality service.
2. Promote ECR generally and in the chosen program area. Develop productive relationships with stakeholders working in the issue area. Develop and successfully manage a case load of ECR projects. Build and maintain a case load in the chosen area that generates revenue to support contracted work and a portion of the U.S. Institutes costs associated with the cases.
3. Work collaboratively with other program managers and the Institute staff and management to develop and implement U.S. Institute policies, projects and programs.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

1. At least 5 years of accumulated experience in conflict resolution, conflict management, or public involvement, with expertise in some of the following processes: facilitation, collaborative consensus building, mediation, negotiated rulemaking, dispute resolution training, dispute systems design, conflict analysis or assessment, or dispute program management.
2. Educational background (graduate or law degree) and current knowledge in environmental, natural resources or land use law, science, policy, or management.
3. Work experience in federal, state, regional, tribal, or local government, or in the private sector dealing with public policy matters and public institutions.
4. Experience as a project manager and team leader responsible for developing or managing programs or large projects.
5. Demonstrated ability to work independently, while also capable of working collaboratively with a team to develop and carry out an overall program.
6. Demonstrated understanding of and competence in the numerous skills required of facilitators and mediators in multi-party, public sector disputes.
7. Demonstrated excellence in communication skills, including writing, conversing, and public speaking.

8. Experience working with federal agencies (as a neutral or in a collaborative problem-solving capacity) is preferred.
9. Experience in fee-for-service or other revenue-generating positions preferred.

POSITION LOCATION

This position requires that the successful candidate relocate to the offices of the U. S. Institute for Environmental Conflict Resolution in Tucson, Arizona. Tucson is a growing metropolis of 1,000,000 in the heart of the beautiful Sonoran desert. Arizona provides magnificent opportunities for a wide variety of outdoor recreation activities.

SALARY RANGE AND CONDITIONS

\$50,000 to \$95,000 depending on experience and qualifications. The successful candidate will become a federal employee and will be eligible for federal benefits such as retirement plan and health benefits. This position is an excepted service position. A portion of relocation expenses might be paid.

APPLICANT INSTRUCTIONS

Please submit a resume and cover letter describing your interest in this position, your qualifications, your availability and salary requirements, and three references with addresses and phone numbers, to:

Lynne Gillette, Director of Operations

U. S. Institute for Environmental Conflict Resolution

130 S. Scott Ave.

Tucson, AZ 85701

email: gillette@ecr.gov

fax: 520-901-8541

Applications will be accepted until the position is filled.

Executive Director, Peace and Justice Studies Association, San Francisco, CA

Application deadline: 2/4/2008

Executive Director: The Peace and Justice Studies Association (PJSA) is seeking an experienced administrator and progressive leader for a part-time position of Executive Director. PJSA is a nonprofit 501 (c)(3) corporation dedicated to bringing together academics, K-12 teachers and grassroots activists to explore alternatives to violence and share visions and strategies for peace-building, social justice, and social change. With a 20+ Board of Directors, the successful candidate will develop, plan and manage initiatives that advance the Association's mission; connect with Association membership through public forums; and represent and advance the organization's mission in the wider community. The salary range for the part-time Executive Director is \$28,000 to \$32,000, plus benefits. PJSA is based on the campus of the University of San Francisco; however, should the successful applicant be

located at another institution or in another city we are open to moving our headquarters. Minimum Position Requirements: B.A. in peace studies, conflict resolution or related field preferred; demonstrated management and administrative experience; excellent written, verbal and interpersonal skills; competent with business productivity software and database management; experience with social justice movements; demonstrated ability to work with and motivate volunteers of all ages and varying interests and professions; public relations experience valuable; sense of humor and vision essential; must be able to work effectively and efficiently with an active, volunteer Board by e-mail and telephone. For more information on headquarter relocation, Executive Director responsibilities and qualifications, and the application procedure visit: <http://www.peacejusticestudies.org/ed.php>. Review of applications will begin Monday, February 4, 2008 and continue until the position is filled. PJSA is an affirmative Action, Equal Opportunity Employer.

Contact Information:

E-mail : pjsa@usfca.edu

Web Site : <http://www.peacejusticestudies.org/ed.php>

Phone : () 415-422-5238

Shannon Wills

Interim Executive Administrator

Peace and Justice Studies Association

5th Floor, University Center

2130 Fulton Street

San Francisco, CA 94117-1080

Director of the Baker Institute for Peace and Conflict Studies and Professor of Peace and Conflict Studies, Juniata College, Huntingdon, PA

Juniata College, a highly ranked, national liberal arts college of 1,400 students located in the scenic Allegheny Mountains of central Pennsylvania, invites applications for the position of

**Director of the Baker Institute for Peace and Conflict Studies
and
Elizabeth Evans Baker Professor of Peace and Conflict Studies**
This is a tenure-track position

The teaching load is two-thirds of the normal load taught by a tenure track faculty member at Juniata. In addition to the teaching and advising responsibilities of a faculty member, the Director will represent the Baker Institute at organizations concerned with the academic development of peace studies, provide consultation and resources for other colleges and universities developing peace studies programs, and develop leadership initiatives that will enhance the legitimacy of peace studies in the academic community. The Director will also develop ideas and proposals for foundation funding consistent with the mission and goals of the Institute and the College and will work with College Advancement to

identify and build relationships with potential donors. The successful candidate will have a terminal degree in a field relevant to peace studies (candidates with substantial service in a peace related field will also be considered), current working knowledge of the development and current state of peace studies in the United States and beyond, demonstrated skills in oral and written communication, demonstrated administrative skills and demonstrated success as a teacher.

Juniata has international exchange and degree students from 32 different countries and sends students abroad to 34 different exchange and program sites. International students comprise over 6% of the student body and 40% of graduates have studied abroad.

To Apply: Please send a letter of application, vita, evidence of teaching abilities, graduate transcripts, and three letters of reference to: **Gail Leiby Ulrich, Director of Human Resources, Juniata College, 1700 Moore Street, Box C, Huntingdon, PA 16652.** It is the policy of Juniata College to conduct background checks. The anticipated date of appointment is September 1, 2008. Applications received by December 31, 2007, will receive full consideration, but applications will be accepted until the position is filled. It is the policy of Juniata College to conduct background checks.

Juniata College will take positive steps to enhance the ethnic and gender diversity on its campus. The College commits itself to this policy not only because of legal obligations, but because it believes that such practices are basic to human dignity.

Contact Information:

E-mail : hr@juniata.edu

Gail Ulrich

Director of Human Resources

Human Resources

Juniata College

1700 Moore Street

Huntingdon, PA 16652

Ombudsperson at Ramapo College of New Jersey, Mahwah, NJ

Ramapo College of New Jersey is located in the beautiful foothills of the Ramapo Mountains, approximately 25 miles northwest of New York City. Accredited by the Middle States Commission on Higher Education, Ramapo College is a comprehensive institution of higher education dedicated to the promotion of teaching and learning within strong liberal arts based curriculum. Its curricular emphasis includes the liberal arts and sciences, social sciences, fine and performing arts, and the professional programs within a residential and sustainable living and learning environment. Organized into thematic learning communities, Ramapo College provides academic excellence through its

interdisciplinary curriculum, international education, intercultural understanding and experiential learning opportunities.

OMBUDSPERSON

Half-Time Position: 17.5 hours per week

JOB DESCRIPTION: The college ombudsperson receives complaints, concerns or inquiries in confidence about alleged individual or systemic acts, omissions or improprieties regarding diversity or equity related issues on campus brought by staff, faculty and students, with priority to staff and urgent cases identified by the ombudsperson. The ombudsperson will attempt to resolve conflicts and issues through mediation and may make recommendations and referrals. The ombudsperson reports to the president, but acts independently and impartially in carrying out day-to-day responsibilities.

REQUIREMENTS: Master's degree in a relevant field, supplemented by a minimum of five years of professional experience. Proven success in mediation and conflict resolution. Success includes excellent communication and listening skills, and demonstrated independence and integrity in creative problem-solving. Possess knowledge of social issues affecting higher education and legal/civil service matters and/or collective bargaining. Demonstrate a keen sense of fairness in investigating and resolving conflict. Demonstrate sensitivity to diverse populations and awareness of diverse cultures. Results oriented.

All applications must be completed online at:

<http://www.ramapojobs.com>.

Qualified persons should submit "on-line" application, letter of interest, resume, and a list of three references. Hard copies of resumes and/or applications will not be accepted. Review of applications will begin immediately and continue until the position is filled. To request accommodations, call (201) 684-7610.

Attention: Department 10
505 Ramapo Valley Road, Mahwah, NJ 07430

"New Jersey's Public Liberal Arts College"

Associate or Full Professor in Conflict Resolution at Cornell University, Ithaca, NY

The recent establishment of the Scheinman Institute on Conflict Resolution at the ILR School has led to the expansion of the School's programs and activities in the conflict resolution field, and it expects a senior-level faculty member in the field to play an active role in shaping and participating in the Institute's programs and services. Thus we are seeking applications, for a senior-level faculty appointment in conflict resolution, who have a strong but not necessarily exclusive interest in workplace

dispute resolution, including the negotiation, mediation, and arbitration of employment and labor disputes.

Applicants should hold either a J.D. or a Ph.D. and have a record of achievements in teaching and research sufficient to meet the standard of excellence required for a senior-level tenured appointment at Cornell. Preference will be given to candidates who conduct theoretical and empirical research on conflict resolution. An individual holding a senior-level faculty appointment at the ILR School is expected to teach both undergraduate and graduate courses and to supervise graduate students seeking an M.S. or a Ph.D. The ILR School is flexible on the precise date of the appointment to the position.

Information about the ILR School is available at <http://www.ilr.cornell.edu>; information about the Scheinman Institute on Conflict Resolution can be found at <http://www.ilr.cornell.edu/conflictRes>.

Review of applications will begin immediately and continue until the position is filled.

Interested individuals should submit a curriculum vitae, three letters of recommendation, and samples of their written work to:

ilracademicrecruiting@cornell.edu

or

Office of Human Resources
Search Committee for Conflict Resolution
103 Ives Hall
Cornell University
Ithaca, NY 14853-3901

Contact Information:
E-mail :

ilracademicrecruiting@cornell.edu
Office of Human Resources
Search Committee for Conflict Resolution
Cornell University
Ithaca, NY 14853

United States Institute of Peace Research Associate (Program Officer) - South Asia/Southeast Asia,
Washington DC

The United States Institute of Peace is an independent non-partisan institution established by

Congress to increase the nation's peacebuilding capacity. We do this by empowering others with knowledge, skills, and resources, as well as by directly engaging in peacebuilding efforts around the globe. Specifically, we work to: prevent violent conflicts before they occur, mediate & resolve them when they occur, promote post-conflict stability after the fighting ends, and increase peacebuilding capacity, tools, and intellectual capital worldwide.

We seek a person to serve as a Research Associate (Program Officer) with a specialization in South Asia or Southeast Asia. The incumbent will conceive, design and implement projects relating to the prevention, management, and resolution of conflict in South or Southeast Asia (e.g. India, Pakistan, Afghanistan, Bangladesh, Sri Lanka, Indonesia, Thailand, Myanmar, the Philippines). The work will entail research and writing for publication, organizing policy-oriented workshops and conferences, involvement in operational and/or field-based conflict prevention projects, and representing the Institute at pertinent meetings.

Subject areas may range from specific conflicts to broader issues such as regional capacity building for conflict prevention and peacekeeping, lessons learned in mediation, the role of non-state actors in peace processes, economic factors in civil conflict, and the challenge of post-conflict reconstruction including demobilization, disarmament, and reintegration.

Qualification:

Applicants must be U.S. citizens. The successful candidate will have either a PhD with some post-doctoral relevant experience or an MA with at least three years of relevant experience in international relations, political science, political psychology, political sociology, education, or other relevant academic background, or equivalent professional experience in government or the non-governmental sector; (2) demonstrated expertise relating to South Asia or Southeast Asia; (3) excellent writing and oral communications skills; (4) ability to work independently and yet collegially with staff and external organizations and individuals. Additional qualifications desired include: (a) specific experience and study of the issues in South or Southeast Asia, and (b) skill in a foreign language germane to the area and (c) experience working on the prevention of violent conflict. Candidates should also demonstrate strong computer and budget planning skills.

Interested candidates should submit a resume including recent salary history to:

Email to: vacancies+200819@usip.org

Fax to: 202-833-1019

Mail to:

USIP Vacancy No. 200819

1200 17th Street NW, Suite 200

Washington, DC 20036

202-833-1019

Review of applications will begin immediately and will continue until the position has been filled.

Contact Information:

Job code: 200819

E-mail : vacancies+200819@usip.org

Fax : 202-833-1019

USIP Vacancy N.o. 200819

1200 17th Street, NW Suite 200

Washington, DC 20036

Social Equity and Multicultural Affairs Officer, Mansfield University of Pennsylvania

Mansfield University of Pennsylvania invites applications for a regular, FT (37.5 hours/week) position reporting jointly to the President and Director of Human Resources/Social Equity. As a key member of the leadership team, will have responsibility for directing efforts to conceptualize, assess, and cultivate diversity and inclusion throughout the Mansfield University community. Will develop/coordinate programs for students/employees to promote inter- and multi-cultural awareness and communication, diversity, disabilities awareness, equity, and tolerance; work collaboratively with various campus constituents to develop a cohesive plan for, coordinate, and implement all institutional multicultural programming for students/employees; serve as the central intake for equity complaints with responsibility for responding to/resolving alleged discrimination and unfair treatment complaints in collaboration with the HR Department; functions as a conflict/harassment resolution facilitator; in conjunction with the HR Department, coordinate, design, and in some instances, deliver training regarding discrimination/harassment prevention and other workplace compliance matters; stay abreast of leading practices and external trends within diversity strategy and development; represent the university at equity/ multicultural conferences sponsored by the PA State System of Higher Education (PASSHE) and others; coordinate the employees' annual charitable giving campaign; and prepare reports for and act as liaison with the PASSHE office, ensuring that Mansfield University is in compliance with PASSHE equity goals/directives; supervise/direct Multicultural Affairs staff. Management grade 200. Starting salary commensurate with education/experience. Excellent management benefits: <http://hr.mansfield.edu/benefits.html>.

Minimum requirements: Master's level degree and eight years of professional experience in work related to social equity and diversity awareness and intercultural understanding; five years experience

in equity complaint investigations and dispute resolution; and an in-depth understanding of relevant laws and regulations. For additional qualifications visit: <http://hr.mansfield.edu/M05.htm>.

Submit: letter of interest; current rsum; copies of undergrad/grad transcripts; and names, addresses, and telephone numbers of three professional references via e-mail to: lkent@mansfield.edu. Please attach documents in Word or pdf format. Transcripts may be sent by mail to: **Position M05-FT-2007, Human Resources Department, 109 Alumni Hall, Mansfield University, Mansfield, PA 16933**. Application postmark deadline: January 10, 2008. A condition of employment is an official transcript for the highest degree earned. Completion of an MU application required for interview candidates.

MU Employment site: <http://hr.mansfield.edu/jobs.htm>.

President/CEO of Muhammad Ali Center, Kentucky

Date posted: 12/4/2007

The Muhammad Ali Center, an award-winning 93,000 square foot, \$82 million facility in the historic downtown district, opened in November 2005. The Center is both a destination site and an international educational and cultural center that is inspired by the ideals of its founder, Muhammad Ali. The Center's innovative exhibits, educational and public programming, and global initiatives carry on the founder's legacy and inspire exploration of the greatness within ourselves. The Center's educational goals include various delivery methods and incorporate a wide range of topics from respect, diversity and personal discovery to empowerment, conflict management and peacemaking. Ultimately, the Center's goal is to make a profoundly significant contribution to the global society.

We seek a proven leader whose personal values and principles align completely with the mission of the Muhammad Ali Center and whose professional accomplishments are exemplary of the vision for the Center. This individual must demonstrate the ability to transform a relatively new enterprise in a post-start up mode into a viable, sustainable organization operating on a broad national and international scale. In addition, this person must demonstrate a propensity for developing exceptionally innovative educational programming that inspires participation from a wide variety of audiences locally, nationally and internationally. Qualified candidates will demonstrate an acute understanding of national nonprofit organizations, NGOs and/or grant making foundations and how to lead and manage such enterprises. Experience in financial management and an understanding of the business acumen required to maintain and develop strategic partnership arrangements, licensing agreements and institutionally-based contractual relationships is required.

The Center is governed by a national Board of Directors and also maintains a council of advisors that includes His Holiness, the Dalai Lama of Tibet and Her Royal Highness Princess Haya Bint Al Hussein as well as Dr. Maya Angelou, Howard Bingham, Bono, Billy Crystal, Angelina Jolie, Quincy Jones and Robin Williams.

For more information or to submit credentials for consideration, please contact Kittleman & Associates, LLC, 29 North Wacker Drive, Suite 200, Chicago, Illinois, 60606, USA or via electronic mail: mac-pres@kittleman.net.

Contact Information:

E-mail : mac-pres@kittleman.net

Web Site : <https://kittleman.net>

Phone : 312-986-1166

Fax : 312-986-0895

Rick King

Kittleman

29 North Wacker Drive

Suite 200

Chicago, IL 60606

Technical Advisor - Conflict Mitigation, Iraq (Baghdad International Zone)

Posted December 28, 2007 with February 1 close.

Technical Advisor - Conflict Mitigation, Iraq (Baghdad International Zone)

Closing Date - 01 Feb 2008

Organisation - Relief International

URL Address - <http://www.reliefweb.int/rw/res.nsf/db900SID/OCHA-7A8PTG>