



## Jobs, Fellowships, & Events Issue January 2014

*The St. John's College Career Services Office produces the Horizons newsletter as a service to St. John's College students and community members for their career development, educational, and life planning. Any jobs or other opportunities listed herein do not indicate an endorsement or recommendation from St. John's College or the Career Services Office.*

### CURRENT JOBS & TEACHING FELLOWSHIPS

**Research Associates**

**ELI (Environmental Law Institute)**  
Washington, DC

Full-time, for recent grads  
Entry Level position with a salary of \$29,250 and excellent benefits

*An alum, Iva Ziza, A'01, forwarded this job posting.*

**Application deadline:**  
**January 31, 2014**

*For more information visit:  
[http://www.idealists.org/view/job/9HppTg7bcJ74?utm\\_source=Indeed&utm\\_medium=organic&utm\\_campaign=Indeed](http://www.idealists.org/view/job/9HppTg7bcJ74?utm_source=Indeed&utm_medium=organic&utm_campaign=Indeed)*

**ELI (Environmental Law Institute)** periodically hires recent college graduates to serve as Research Associates. Research Associates work directly with the 15–20 lawyers and scientists in the Research and Policy Division on projects addressing environmental and natural resource protection and pollution prevention. A typical workload combines research and administration.

The Research and Policy Division publishes research studies and conducts a variety of training courses and workshops. Specific subject areas include: air and water quality, climate change, renewable energy, hazardous waste and brownfields, international environmental policy, sustainable land use, biodiversity conservation, wetlands management, freshwater and ocean policy, public health, environmental enforcement, and mining law.

**Responsibilities** In addition to researching and writing for some of these studies, Research Associates also help coordinate and plan various events at ELI, including seminars, conferences, training courses, and workshops. Other administrative work may include creating and updating ELI web pages (no previous experience required), communications, and managing interns.

**Qualifications** (1) Superior research, writing, and interpersonal communication skills, and (2) Strong desire to gain knowledge in the environmental field. A background in environmental issues is preferred but not required. Research Associates are asked to stay for a minimum of two years. *This entry-level position is designed for recent college graduates. Previous Research Associates have gone on to law school, graduate school, and other positions in the environmental field.*

*Jobs & Fellowships continued:*

**Public Relations Internship (Paid)**  
**The Hatcher Group**  
Annapolis, MD

*To apply, please send a cover letter and resume to [info@thehatchergroup.com](mailto:info@thehatchergroup.com)*

*For more information visit:  
[www.thehatchergroup.com](http://www.thehatchergroup.com)*

**The Hatcher Group** is a full-service public affairs and communications firm that helps to connect clients with policymakers, media and the public. They work with major national foundations, research institutions, and nonprofit organizations to advance progressive policy change.

The Hatcher Group seeks a paid part-time or full-time intern for its Annapolis office. The internship begins in January 2014 and would last three to six months. The position would involve work during the 2014 Maryland General Assembly session.

**Requirements:** Strong writing, editing, and computer skills, including web research and Microsoft Office (Word, Outlook, Excel, and Access). Basic design and social media skills and experience are also required. Familiarity with nonprofit organizations and/or environmental policy is also a plus.

**Responsibilities:** Will work on a variety of client projects and issue-based campaigns. Responsibilities would include policy and meeting research, new media outreach, database creation, meeting and event arrangement and preparation, media list development, web site updating, preparation of reports and media briefing packets, contacting reporters and advocates, and some administrative duties.

**Teaching positions in Arizona**  
**Great Hearts Academies**  
Multiple locations in Arizona

**Great Hearts Academies, Arizona**

A representative from the **Great Hearts Academies** will once again be on campus to recruit for new teachers. Their visit is planned for mid-February—details will be announced as soon as they are finalized.

**Teaching/Tutoring in Math**  
**Match Corps: Lawrence, MA**  
A Full-Time Urban Education Math Tutoring Fellowship

11-month fellowship

**Application deadline:**  
**Rolling basis until 50 fellows are hired**

*For more information visit:  
[www.matcheducation.org](http://www.matcheducation.org)  
or  
<http://matcheducation.org/match-corps-lawrence/about-lawrence>*

The **Match School Foundation** is on the forefront of education reform and is hiring Fellows to work with approximately 600 students, all in grades 9 and 10, in two high schools in Lawrence, MA. This elite tutor corps plays a significant role in transforming these chronically failing high schools, by driving student achievement through individualized instruction.

The Fellows in Lawrence focus on math only (mostly algebra and geometry) and work during the school day with two students at a time for five periods a day. Each Fellow has a personal caseload of 12 students all year long and builds personal and meaningful relationships with these students and their families.

Fellows guarantee the academic success of students by focusing intently on individualizing instruction and building personal and meaningful relationships with their students.

Fellows receive all instructional materials, developed by a site-specific curriculum writer, with close alignment to state standards, assessments, and instruction particular to the school.

The curriculum writer will preview all materials with Fellows the week prior to its delivery to students, to answer specific questions. Fellows tutor in math only.

Fellows contact families each week about student progress.

This communication forges trust, creates relationships and keeps parents aware of the successes and needs of their children.

Every site has a coordinator who is responsible for observing, training and assisting Fellows through the entire year. Fellows will be observed regularly and must be hungry for feedback.

<p><b>Teaching</b> <b><u>Phillips Academy Andover</u></b> Andover, MA</p> <ul style="list-style-type: none"> <li>▪ One-year program</li> <li>▪ \$25,000 plus medical, life, &amp; dental Benefits</li> <li>▪ <b>Application deadline:</b> <b>January 13, 2014 (postmark date)</b></li> <li>▪ <i>Contact: Lynda Diamondis:</i> <i>ldiamondis@andover.edu</i></li> <li>▪ <i>Visit: <a href="http://www.andover.edu/AboutCareers.atAndover/Pages/default.aspx">www.andover.edu/AboutCareers atAndover/Pages/default.aspx</a></i></li> </ul>	<p><b><i>Fast approaching deadline!</i></b> <b>Phillips Academy Andover, Massachusetts</b> At <b>Andover</b>, on a one-year teaching fellowship, recent college graduates (or graduate school degree recipient) are introduced to teaching in a program of guided work in the classroom, professional seminars, and exposure to theories and methods of experienced faculty. The school seeks applicants who are new to the vocation of teaching in the fields of English, biology, chemistry, physics, mathematics, computer science, Russian, German, Spanish, and history. Applications are now being accepted for 2014-2015. Applicants need to be enthusiastic about living in a residential school that thrives on the challenges of diversity.</p>
<p><b>Various Opportunities</b> <b><u>American Farm School –</u></b> <b>Secondary School</b> Thessaloniki, Greece</p> <p><b>Application deadline:</b> <b>January 31, 2014</b></p> <p><i>For more information visit:</i> <i><a href="http://www.afs.edu.gr/page/default.asp?id=2878&amp;la=2">http://www.afs.edu.gr/page/default.asp?id=2878&amp;la=2</a></i></p>	<p><b>American Farm School, Thessaloniki, Greece</b> Each year, the American Farm School offers a limited number of paid fellowships in the Primary School, Secondary School and Perrotis College to recent U.S. college graduates, who assist with various aspects of education and student life, while serving as cultural ambassadors and enhancing the American character of campus life. Successful candidates are dynamic and enthusiastic U.S. college graduates who have experience in such areas as: English and STEM teaching, early childhood education, residential life (R.A. or other position), coaching sports teams, or working with adolescents in other capacities. For academic year 2014-2015, the following positions are available: Secondary School Student Life Fellow, Secondary School English Teaching Fellow, Secondary School STEM Fellow, Pre-K and Kindergarten ESL Fellow, Elementary School Teaching Fellow, and Perrotis College Fellow.</p>
<p><b>Teaching</b> <b><u>Punahou School</u></b> <b>Mentoring at Punahou (MAP)</b> Honolulu, HI</p> <ul style="list-style-type: none"> <li>▪ \$22,000 and health benefits</li> <li>▪ Will provide help seeking below market housing</li> <li>▪ One academic year only</li> <li>▪ <b>Application deadline:</b> <b>Usually March 31, 2014 (check website for confirmation)</b></li> <li>▪ <i>Contact: 808-944-5783</i></li> <li>▪ <i>Visit:</i> <i><a href="http://www.punahou.edu/">www.punahou.edu/</a>, then Employment</i></li> </ul>	<p><b>Punahou School, Mentoring at Punahou (MAP), Hawaii</b> Open to graduating seniors and recent grads. Punahou School offers a new teacher mentoring program in grades 9 – 12. This yearlong program is designed to give support, training and experience to college graduates who are considering teaching as a career. Applications are reviewed in all departments. Mentoring at Punahou (MAP) provides teachers who have little or no teaching experience an opportunity to develop teaching skills in a supportive environment and gives mentor teachers an opportunity for their own professional growth. Participants in the MAP program are full-time teachers; while learning about teaching, educators in MAP assume professional independence and responsibility as members of Punahou School's faculty. Each new teacher accepted for the program works closely with a mentor. Teachers in the program will also keep a portfolio of materials that reflect professional growth and success. New teachers are encouraged to work one or two seasons in a co-curricular activity and are reimbursed separately for this work in accordance with Punahou's co-curricular pay policy.</p>
<p><b>Teachers Needed</b> <b><u>Southern Teachers Agency (STA)</u></b> Locations throughout the mid-Atlantic</p>	<p><b>Southern Teachers Agency, Various locations</b> The <b>Southern Teachers Agency</b> has hundreds of positions available in PK-12 private/independent schools, located throughout the mid-</p>

<p>and the South</p> <ul style="list-style-type: none"> <li>▪ <i>For more information visit:</i> <a href="http://www.southernteachers.com">www.southernteachers.com</a></li> <li>▪ <i>Contact: 434-295-9122,</i> <a href="mailto:teachers@southernteachers.com">teachers@southernteachers.com</a></li> </ul> <p><b>Be sure to check the website for Teacher Recruitment Fair schedule. To attend you must be an active STA candidate. Apply as soon as possible.</b></p>	<p>Atlantic and the South.</p> <p>STA offers free teacher placement for candidates.</p> <p>STA can help you find a teaching position with a private school in Maryland, South Carolina, North Carolina, Georgia, Florida, Tennessee, Virginia, Texas, Louisiana, and Alabama.</p> <p>All majors and degrees are sought. There are positions for teachers, counselors, administrators, librarians, RAs, and admissions and development officers.</p> <p>STA is committed to giving personal, individualized attention to help candidates find the best possible opportunities in an extensive network of schools. Certification/licensure is NOT required for most of the most of the teaching openings that Southern Teachers represents. A bachelor's degree is essential (master's or doctoral degrees are also highly valued) plus some experience with children or adolescents either in coaching, summer camp counseling, tutoring, or assisting in the classroom is helpful.</p>
<p><b>Special Agents, Uniformed Division Police Officers, Special Officers and Administrative, Professional, and Technical positions</b> <b><u>United States Secret Service</u></b> <b><u>Department of Homeland Security</u></b></p> <p><i>For more information visit:</i> <a href="http://www.secretservice.gov/join">www.secretservice.gov/join</a></p>	<p>The <b>United States Secret Service</b> is responsible for two significant missions: protection and criminal investigations. The Secret Service protects the President and Vice President, their families, heads of state and other designated individuals; investigates threats against these protectees; protects the White House, Vice President's residence, foreign missions, and other buildings within Washington, D.C.; and plans and implements security designs for designated National Special Security Events.</p> <p>The Secret Service also investigates violations of laws relating to counterfeiting of currency, as well as other obligations and securities of the United States; financial crimes including access device fraud, financial institution fraud, identity theft, computer fraud; and computer-based attacks on our nation's financial, banking, and telecommunications infrastructure. Career Opportunities exist for: Special Agents, Uniformed Division Officers, Information Technology Specialists, Accountants, Criminal Research Specialists, Special Officers, Administrative Assistants, Intelligence Research Specialists, and many more.</p>

## SCHOLARSHIPS, FELLOWSHIPS, AND GRANTS

### Including diversity initiatives

<p><b>American Bar Association (ABA) Center for Racial and Ethnic Diversity</b> <b><u>ABA Legal Opportunity Scholarship Fund</u></b></p> <p><b>Application deadline:</b> <b>Usually March 1, 2014, check website for updates</b></p> <p><i>For more information visit:</i> <a href="http://www.ambar.org/diversityscholarship">www.ambar.org/diversityscholarship</a></p>	<p>The <b>ABA Legal Opportunity Scholarship Fund</b> will award \$5,000 of financial assistance annually to each scholarship recipient attending an ABA-accredited law school (\$15,000 over the course of three years in law school). The mission of the Legal Opportunity Scholarship Fund is to encourage racial and ethnic minority students to apply to law school and to provide financial assistance to the scholarship recipients.</p> <p>To be eligible to apply you must be an entering, first-year law student in the upcoming academic year. In addition, the applicant's financial need; personal, family, and educational background; personal statement; and participation in community service activities will also be considered in the selection process.</p>
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<p><b><u>The Samuel Huntington Public Service Award</u></b></p> <p><b>Proposal submission deadline: January 18, 2014</b></p> <p><i>For more information visit: <a href="http://www.nationalgridus.com/huntington.asp">www.nationalgridus.com/huntington.asp</a></i></p>	<p>The <b>Samuel Huntington Public Service Award</b> provides a \$15,000 stipend for a graduating college senior to pursue one year of public service anywhere in the world.</p> <p>The award allows recipients to engage in a meaningful public service activity for one year before proceeding on to graduate school or a career. To apply develop a proposal for public service in this country or abroad. The proposal may encompass any activity that furthers the public good.</p> <p>It can be undertaken by yourself alone or by working through established charitable, religious, educational, governmental, or other public service organizations.</p>
<p><b><u>Publius Fellowship Program</u></b></p> <ul style="list-style-type: none"> <li>▪ Fellows receive a stipend of \$1,500, travel expenses of up to \$700, lodging, and most meals.</li> <li>▪ Program is held in Newport Beach, CA</li> </ul> <p><b>Application deadline: February 28, 2014</b></p> <p><i>For more information visit: <a href="http://www.Claremont.org/publius">www.Claremont.org/publius</a></i></p>	<p>The <b>Claremont Institute</b>, each year, brings together a select group of young conservatives for the <b>Publius Fellowship</b>. The Fellowships are awarded to highly qualified college seniors, recent college graduates, and graduate students pursuing careers in politics, scholarship, or journalism. For two weeks the Publius Fellows meet with distinguished scholars to study the distinctive moral and political principles of the American constitutional order. In daily seminars and evening symposia, fellows discuss the great issues of American politics—from the Founding to the Civil War, the Progressive Era, the New Deal, the Great Society, and the enduring disputes of liberalism and conservatism in our time. The Publius program takes its name from <i>The Federalist Papers</i>, a series of newspaper essays that remain an important work of American political journalism. Alexander Hamilton, James Madison, and John Jay published the papers under the pen name "Publius," a founder of the Roman republic. <i>The Federalist Papers</i> addressed the crucial political question of their day, the ratification of the Constitution and the founding of the American republic.</p>
<p><b><u>Tikvah Fellowship</u></b> New York, NY</p> <ul style="list-style-type: none"> <li>▪ Stipends range from \$25,000 to \$75,000, commensurate with experience</li> <li>▪ The fellowship is open to anyone with a completed undergraduate degree – including applicants with professional experience and graduate degrees.</li> </ul> <p>▪ <b>Application deadline: Check website for more details</b></p> <p><i>For more information visit: <a href="http://tikvahfund.org/tikvah-fellowship/">http://tikvahfund.org/tikvah-fellowship/</a></i></p>	<p><b><u>Great for recent grads or graduating seniors:</u></b></p> <p>The <b>Tikvah Fellowship</b> is a paid one-year program for exceptional individuals interested in the political, religious, and intellectual future of the Jewish people. Based at the Tikvah Center in New York City, Tikvah Fellows engage in advanced study, pursue independent research, and hold positions in a wide variety of fields including:</p> <ul style="list-style-type: none"> <li>• War &amp; Statesmanship</li> <li>• Economics &amp; Public Policy</li> <li>• Jewish Thought &amp; History</li> <li>• Social Thought</li> </ul> <p>Tikvah Fellowships will be offered—on a highly selective basis and at Tikvah’s initiative—to graduates of Tikvah’s advanced institutes, summer programs, and other affiliated educational programs. Generous stipend support will be offered commensurate with age, experience, and financial need.</p> <p><b>There are also summer opportunities, please check the website for more information.</b></p>
<p><b><u>Tillman Military Scholars</u></b></p> <p><b>Application deadline: March 7, 2014</b></p>	<p>The mission of the <b>Pat Tillman Foundation</b> is to invest in military veterans and their spouses through educational scholarships; building a diverse community of leaders committed to service to others. This is accomplished with the Tillman Military Scholars</p>

<p><i>For more information visit: www.pattillmanfoundation.org/scholars</i></p>	<p>program whose purpose is to identify high-impact active or veteran service members and their spouses and invest in their higher education, covering the needs left unpaid for by the GI Bill and other government support.</p> <p>The scholarship funds awarded are just a portion of the Tillman Military Scholar experience which also focuses on guiding an engaged community and providing essential resources that empower Scholars to serve and lead in their local communities and ease the transition from military to civilian life.</p> <p>Scholars are selected based on meeting a high level of excellence as demonstrated through essays and application questions which tie together these factors: motivation for serving in the military, impact of service on life/career, explanation of how degree will apply to/accelerate career and applicant's desire to continue service and make a positive impact.</p>
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## EVENTS

<p><b>CLEO College Scholars Program Pre-Law Seminars</b></p> <p><b>When:</b> Saturday, March 15, 2014  <b>Where:</b> Columbus School of Law, Catholic University  <b>How:</b> Register online at CLEO College Scholars  <b>Who:</b> All college students</p> <p><i>For more information visit: www.cleoscholars.com</i></p>	<p><b>The CLEO College Scholars Program</b> is designed to identify, motivate and prepare students for a career in the legal profession. Committed students can learn how to successfully navigate the law school admission process and underwrite their success in law school by participating in the College Scholars program.</p> <p><b>For Freshmen:</b> The Road To Law School seminar aims to provide Freshmen with an overview of the key components of the law school application process.</p> <p><b>For Sophomores:</b> The Sophomore Super Saturdays seminar aims to help students further develop logical reasoning, reading comprehension and writing skills - the skills needed to become a competitive law school applicant.</p> <p><b>For Juniors, Seniors/Post Graduates:</b> Juniors Jumpstart the LSAT seminar aims to help participants understand the importance of systematic and timely preparation for the Law School Admission Test (LSAT). Accordingly, juniors will be granted priority enrollment for the seminar</p> <p>CLEO is a non-profit project of the American Bar Association. Since 1968, CLEO has helped more than 7,000 low-income and minority students become successful members of the legal profession. The College Scholars Program seeks to continue this standard of excellence through a collaborative effort between CLEO and colleges and universities throughout the United States.</p>
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