

Following is a list of job postings the Career Services Office receives from area employers. This service is free for our current students, alumni, and the community. For more information or if you are an employer who wants to post a job, contact Stacy Powers at 800-242-4153, ext. 7380 or [careerservices@ashford.edu](mailto:careerservices@ashford.edu).

### **Job Opportunities (full-time and part-time)**

#### **Account Executive**

*WQAD-TV, Moline, Illinois, has an opening for the position of Account Executive.* Our sales department is looking for a team member to join our dynamic and winning sales team. If you have a can-do attitude and like success, we want to talk to you! The primary responsibility is to sell all available forms of analog and digital media the company offers and to represent advertising opportunities for WQAD, WBQD, [wqad.com](http://wqad.com), wireless opportunities, Local Weather Channel and production facilities to direct clients and or advertising agencies. It is essential that this person demonstrate an appetite for local news and information and support our news and information efforts. This person will show support by attending and staffing station-sponsored events. The successful candidate will be able to demonstrate a knowledge and use of wired and unwired technology. Applicant must possess a valid driver's license, have the ability to speak English and make a presentation before individuals and groups. The applicant must have the ability to understand rating materials and other research tools to produce revenue. A college degree is preferred, but not mandatory for this position. Send a resume to Jennifer McGivern, Local Sales Manager at WQAD-TV, 3003 Park 16<sup>th</sup> Street, Moline, Illinois 61265-6061 or email her at [Jennifer.McGivern@wqad.com](mailto:Jennifer.McGivern@wqad.com).

#### **Admissions Counselor**

*The University of Northern Iowa is seeking applications for the position of Admissions Counselor.* Successful candidate will interview, counsel, and advise prospective students, parents, and high school counselors; recruit new students to the University; visit high schools and community colleges in targeted areas; participate in national, regional and local college fairs; recruit, train, and interact with alumni admission volunteers; plans, coordinates, and participates in various recruitment activities; and performs various operational duties as assigned. Bachelor's degree, valid driver's license, plus at least one year of experience in admissions or counseling college bound students required. Student experience will be considered. Candidates must demonstrate excellent communication skills and be able to interact effectively with students, parents, and counselors and work within a team environment. Familiarity with the University of Northern Iowa preferred. Frequent evening and weekend travel will be necessary. Criminal and other relevant background checks required. The University offers an excellent benefits package. For details, visit [www.uni.edu/hrs/benefits](http://www.uni.edu/hrs/benefits). Send cover letter, resume, and names, addresses, and telephone numbers of three references to: Admissions Counselor Search Chair, Human Resources, 027 Gilchrist, UNI, Cedar Falls, Iowa 50614-0034. Fax (319) 273-2927. Email: [HRS-Applications@uni.edu](mailto:HRS-Applications@uni.edu).

#### **Admissions Counselor/Regional Representative**

*The University of Northern Iowa currently has a position open for a Admissions Counselor/Regional Representative.* Person responsible for this position recruits new students to the University; contributes to all phases of a comprehensive admissions program with special emphasis on recruitment of students directly from high school from a designated region; makes high school visits; participates in college fairs; interviews, counsels, and advises prospective students, parents, and high school officials; plans, coordinates, and participates in various recruitment activities; and performs various operational duties as assigned. Bachelor's degree plus at least one year of experience in admissions or counseling college bound students required. Student experience will be considered. Candidates must demonstrate excellent communication skills; be able to interact effectively with students, parents, and high school counselors; be able to work independently; have a valid driver's license; and must be willing to live in the Greater Chicago area and work from home. Demonstrated English and Spanish bilingual ability and familiarity with the University of Northern Iowa preferred. Frequent evening and weekend work will be necessary. Occasional travel to Cedar Falls, Iowa will be required. Position is an academic year work schedule. Criminal and other relevant background checks required. Send cover letter, resume, and names, addresses, and telephone numbers of three references to: Admissions Counselor/Regional

Representative Search Chair, Human Resources, 027 Gilchrist, UNI, Cedar Falls, Iowa 50614-0034; fax (319)273-2927. Email: [HRS-Applications@uni.edu](mailto:HRS-Applications@uni.edu).

### **Assistant Director of Admissions/Outreach**

*The University of Northern Iowa is seeking applications for the position of Assistant Director of Admissions/Outreach.* This person leads the admissions outreach planning and programming; functions as primary staff resource for campus visit program; hires, trains, and supervises outreach staff; guides all phases of a comprehensive admissions program with special emphasis on recruitment of new students directly from high school; provides oversight for Alumni Admission Volunteer program and Student Admissions Ambassadors; coordinates dual enrollment program; and performs other duties as assigned. Bachelor's degree plus at least two years of admissions experience required. Candidates must demonstrate good communication skills and be able to interact effectively with students, parents and guidance counselors and work within a team environment. Master's degree, English and Spanish bilingual ability and familiarity with the University of Northern Iowa preferred. Frequent travel will be necessary. Criminal and other relevant background checks required. Application materials received by August 24, 2009, will be given first consideration. Additional information provided upon request (319) 273-3424. Send cover letter, resume, and names, addresses, and telephone numbers of three references to: Assistant Director of Admissions/Outreach Search Chair, Human Resources, 027 Gilchrist, UNI, Cedar Falls, Iowa 50614-0034. Fax (319) 273-2927; Email: [HRS-Applications@uni.edu](mailto:HRS-Applications@uni.edu).

### **At-Home Customer Service**

*Cloud 10 is looking for qualified online students to be part of our virtual Call Center Customer Service Team.* As a team member or as we call them, At-Home Professional, you will receive inbound calls from customers who need assistance with their account. At Cloud 10 we pride ourselves on providing exceptional customer service support for major US companies. As an At-Home Professional, customer calls will be routed through your home computer via the internet directly to you. We offer you an hourly wage plus online paid training. You will need a personal computer with internet access via DSL or cable modem (dial-up, wireless or satellite internet service cannot be used). You must be willing and able to work between 35 and 40 hours a week. You must have prior customer service experience (customer service via telephone or sales experience is a plus). You are required to have a quiet work environment without any conflicting responsibilities during your scheduled work shift (conflicting responsibility may include caring for a child or elderly person). You must pass a criminal background check. To apply: complete an online application at [www.cloud10corp.com](http://www.cloud10corp.com); click on career center.

### **Bookkeeper**

*Savanna Area company is seeking a bookkeeper.* A 2-year accounting degree is required. Must have excellent people skills and be very personable. A knowledge of MS Word and Excel is desired, plus accurate data entry. Experience with Creative Solutions is a plus, but willing to train. Hours are 8 am - 5 pm, Monday through Thursday and 8 am – 12 pm on Fridays. Overtime will be required during tax season. Excellent benefits are offered. For more information, contact Jane Brown, HR Representative, AllStar Staffing, (563)242-1078; Fax, (563) 242-1389; email: [jane\\_brown@allstarstaffing.biz](mailto:jane_brown@allstarstaffing.biz).

### **Customer Consultants**

*AT&T is now hiring Customer Consultants.* These men and women sell products and services to customers while handling service orders and billing inquiries. Starting wages are up to \$53,000 base plus commission. Competitive benefits, paid training, and discounts on AT&T products and services are just a few of the reasons to apply. If you're interested, please go to our corporate career website at [www.att.jobs](http://www.att.jobs) to apply online.

### **Customer Service Representative**

*Family Video, Clinton, Iowa, is seeking applications for Customer Service Representatives.* The Customer Service Representative provides exceptional customer service to all customers. This service includes handling store operations as directed and scheduled, routine cleaning and ensuring the store appears neat and clean during each shift. This position is part-time with flexible hours, especially during the evenings and weekends. To apply, contact Family Video, 340 5<sup>th</sup> Avenue South, Clinton, IA 52732; 563-242-3354; or visit our website at [www.familyvideo.com](http://www.familyvideo.com).

### **Drug Store Management Trainee**

*Walgreens, Clinton, IA, is seeking an individual interested in training to be a part of our management team. Must have a 4-year business or management degree or be working towards your degree. This position is designed only for those who are in training, both on the job and through Company training programs, to acquire the management and technical skills and productivity necessary to become an Executive Assistant Store Manger. Successful candidate will be responsible for personal self-development and the successful completion of duties as assigned. Rotates throughout the store performing the job duties of any and ALL positions to which candidate is assigned. Must be available all shifts and rotating shifts, open and close the store and will work under the store manager in all management functions. Assists in planning and implementing sales, customer service, assisting in all departments including front end, photo, cosmetics, and pharmacy operations and seasonal. Order and vendor check-in. Assist as a cashier, payroll, and enforce all policy and procedures. For the fastest response, complete our Walgreens Online Application. Simply go to [www.walgreens.jobs](http://www.walgreens.jobs). For additional information, contact us at: Walgreens, c/o Recruitment & Diversity Services, 300 Wilmot Road, #3129, Deerfield, IL 60015; phone, 1-866-967-5492, ext. 3.*

### **ESL Opportunities**

*International Exchanges has September 2009 - July 2010 positions available. We need to hire English/TESOL/TEFL educators and students to teach English in various universities, high schools, middle schools, and kindergartens in various cities of China for both short- and long-term positions, including intern/co-op jobs. If you are interested in teaching English in China for September 2009 - July 2010 school sessions, please contact us. Schools pay decent salary and offer paid vacation, free accommodation, flight coverage and more. Requirements: TEFL/TESOL or any teaching certificate is a great plus. Please visit [www.internationalexchanges.org/doc/application.doc](http://www.internationalexchanges.org/doc/application.doc) to download our application form. Submit the completed form to Mike Wu: [mikewu@internationalexchanges.org](mailto:mikewu@internationalexchanges.org).*

### **Graphic Designer**

*Local screen printer is looking for a creative graphic designer to work in our fun, exciting, and fast paced environment. Pay is negotiable to experience and knowledge. Our normal operating hours are Tuesday-Friday from 9 am - 4:30 pm, but there are available times to get extra hours after normal closing time. Please call [563 243 6459](tel:5632436459) for more information.*

### **Independent Living Providers**

*Easter Seals is currently looking for Independent Living Providers. Easter Seals Iowa is a non-profit organization that works to create solutions that change the lives of children and adults with disabilities and their families. Each year Easter Seals serves over 5,000 lowans of all ages with all types of disabilities. Easter Seals' inclusive programs enable them to become involved in the community, enjoy recreational activities, work competitive jobs, and, ultimately, achieve greater independence. There are both full-time and part-time positions available. This position has a very flexible schedule which includes evenings and weekends. Qualifications for Independent Living Providers include: High school diploma or equivalent; Experience working with persons with disabilities preferred. Possession of valid driver's license and good driving record, ability to work non-traditional hours as required, including weekends and evenings. Benefits available to employees include: \$1,000 Sign-on Bonus; Medical, Dental, and Life Insurance (Full Time Only); Paid Holidays, Vacation, and Sick Leave (Full-Time Only); Fun work environment. For Application/Interview Contact: Ryan Uetz, Employee Recruiting Coordinator, [ruetz@eastersealsia.org](mailto:ruetz@eastersealsia.org), 515-289-1933 ext. 267.*

### **Management Trainee (full-time)**

*At Enterprise Rent-A-Car, you can go as far and as fast as your talent will take you. We're looking for entrepreneurial people who want to learn every aspect of running a business, from customer service to sales and marketing that possess the energy and ambition to join us as Management Trainees. Our comprehensive training program and our promote-from-within policy will spearhead your career growth. To qualify, you must possess proven leadership and communication skills, a good driving record and the desire to succeed. To apply, please contact: Kara Lindsey, 4141 Merle Hay Rd., Des Moines, IA 50310; phone, 515-202-0854; fax, 515-727-1434; email, [Kara.R.Lindsey@erac.com](mailto:Kara.R.Lindsey@erac.com). Or apply online at [www.enterprise.com/careers](http://www.enterprise.com/careers)*

### **News Anchor**

*WQAD-TV, Moline, Illinois has a position available for a News Anchor. We're losing our leading lady who is newly married and will soon be relocating. She will be hard to replace, but if you think you are up to the task, we want to hear from you. We are in John Deere country. Extra points if you are a Quad Cities native and know the shorthand. Either way, you must have an understanding and appreciation of the people we serve if you are going to succeed. Our viewers are our neighbors, and we are growing, not cutting back in these lean times. We thrive with a team approach, and you will need to assert yourself as a leader in our newsroom, working in concert with our station management. We pride ourselves on breaking news and leading the way with the strongest weather team in the Midwest, so you will need to be ready to jump right in. You must be able to shoot, write, and edit video. Between newscasts, you'll be expected to post stories on our website and keep the news flowing with our audience. You must be accomplished at field anchoring. You must be comfortable taking a "command anchor" role when news breaks, and be capable of anchoring extemporaneously without the safety net of a TelePrompter. You must understand the importance of weather, not just on city streets, but country roads and farmland that is the lifeblood of the audience we serve. If you are interested in this position, send a video link or DVD of your work to: Alan Baker, Assistant News Director, WQAD-TV, 3003 Park 16th Street, Moline, IL 61265; email, [alan.baker@wqad.com](mailto:alan.baker@wqad.com).*

### **On-Air Talent (full-time)**

*ACC WINNS, Springfield, IL, has an immediate opening for full-time Air Talent with possible management responsibilities. We're a small staff running a station with big history and we need that special person who will jump in with both feet. It's not just an air shift; it's representing the station in the community, both to the listeners and the clients. Do you have at least 4 years full-time experience in radio? Can you speak to the 30/40 something busy female audience with kids? Your workday won't end with your air shift, but Mid-West Family Broadcasting is one of the best small companies that you will ever work for in radio. There will be lots of appearances, most paid, some not, and plenty of production, too. But the important thing is we do good radio and have fun doing it. The job may hold Promotions or APD stripes for the right candidate. Send tape, resume and why you should be the one who joins our family at Lite Rock 98.7 to: Susan Groves, Operations Manager [sgroves@wqlz.com](mailto:sgroves@wqlz.com) (under 4MB please!). **(deadline: 10/14)***

### **Production Assistant (part-time)**

*The WQAD-TV, Moline, Illinois, production department is looking for a team member to join an already dynamic behind-the-scenes team. Do you like being in the center of the action? If you have a can-do attitude and like working early, we need you!!! Must be able to operate studio cameras and TelePrompter, ensure all pre-newscast details are completed and ready for air, maintain a clean and organized studio, set up and maintain studio lighting, assist production and news departments during breaking coverage. Production experience helpful but not necessary. If you are interested in this position, send a resume to Bruce Apa, Production Manager, WQAD-TV, 3003 Park 16<sup>th</sup> Street, Moline, Illinois 61265-6061 or email [bruce.apa@wqad.com](mailto:bruce.apa@wqad.com).*

### **Reporter/Producer**

*The WQAD-TV8 news department is looking for an accomplished broadcast journalist to join our dynamic and winning news team. This position is a general assignment reporting one that will typically showcase your dynamic live storytelling in the top of our late newscasts. You must have proven skills in digging for stories, writing and producing for a winning news operation, and a competitive spirit to support the best breaking news operation in town. We're a full-service local news organization; we work 24/7 servicing our community on our newscasts and digital platforms. You will be contributing video you shoot and stories you break, no matter the time of day. You must know what it takes to build a competitive, winning, and watchable story. Experience preferred, but the skill to offer "must see TV" is the key! You must demonstrate a keen sense of news judgment, it's a given that you can write and produce. A positive, "can-do" approach is required, complainers without solutions will probably be sent to our competition! If you are interested in this position, Send a resume to Alan Baker, Assistant News Director, WQAD-TV, 3003 Park 16<sup>th</sup> Street, Moline, Illinois 61265-6061 or email [alan.baker@wqad.com](mailto:alan.baker@wqad.com).*

### **Retail Management Trainee**

**Walgreens**, the nation's premier retail drugstore, has opportunities nationwide. With 7,000 stores planned by the year 2010, we're creating opportunities for talented, ambitious individuals to be ready to contribute to future success. This position is designed to provide extensive training, both on-the-job and through company training programs, to give you the management and technical skills necessary to become a Walgreens Store Manager. Each Management Trainee works one-on-one with experienced store managers, spending time in each department learning to manage the day-to-day store operations. Management Trainees will learn management responsibilities, merchandising, advertising, inventory, bookkeeping, and human resources. Promotion is based on performance and productivity without regard to seniority. College degree & retail experience preferred. Salary - approximately low to mid \$30,000. Opportunity for paid overtime, medical and dental coverage. For the fastest response, complete our Walgreens Online Application. Simply go to [www.walgreens.jobs](http://www.walgreens.jobs) and select "Retail Management". For additional information, contact us at: Walgreens Retail Management Trainee, c/o Recruitment & Diversity Services, 300 Wilnot Road, #3129, Deerfield, IL 60015; phone, 1-866-967-5492, ext. 3; or email us at [retail.management@walgreens.com](mailto:retail.management@walgreens.com).

### **Shoe Sales (part-time)**

Love shoes? Love to shop? Love to make people smile? Then **Payless Shoes** may be the perfect fit for you! We are now hiring part-time sales associate for the Clinton location, 15-20 hours a week. There will be a mixture of afternoon, evening and weekend hours. Please apply online at [careersatpayless.com](http://careersatpayless.com).

### **Sports Anchor**

*WQAD-TV, an ABC affiliate with a long and proud tradition of covering local sports in and around the Quad Cities communities it serves, is looking for a great storyteller that loves to tell of the thrill of victory and the agony of defeat for local high school and college athletes and showcase the pride of each town in the 17 diverse counties we serve. "Glory Days" will be all the more special because of the fun, creative, thoughtful, poignant tales you bring to viewers each night. Our goal is to have the sports segments of our newscasts be "must watch" TV. This isn't about the scores or the video highlights, you will be expected to post them regularly (and more than anyone else) on our digital platforms. What will make you great -- and help us improve our ratings and revenue -- will be your saturation into the local sports world, and your unflinching enthusiasm to be the very best place for the student-athletes, their families, friends and communities to come see all about it. You must be able to shoot, write, and edit video. You'll work at the direction of news management, but you will need to be a self-starter and offer direction to each day's, each week's, and each season's, coverage. You will need to exhibit a strong work ethic and ability to perform independently daily. In short, you'll captain our sports effort at our station. If you are interested in this position, send a video link or DVD of your work to: Alan Baker, Assistant News Director, WQAD-TV, 3003 Park 16th Street, Moline, IL 61265; email [alan.baker@wqad.com](mailto:alan.baker@wqad.com)*

### **Teaching Abroad Opportunities**

*International Exchanges currently has full-time Kindergarten and primary school teaching positions available in China. If you are interested in teaching abroad, this is your opportunity. Locations in various provinces including Heibei, Guizhou, JiangSu, Sichuan, Zhejiang, LiaoLing and more. To qualify, you must be a native English speaker. For more information, contact: [mikewu@internationalexchanges.org](mailto:mikewu@internationalexchanges.org) or you can download the job application form at [www.internationalexchanges.org/doc/application-EarlyEducation.doc](http://www.internationalexchanges.org/doc/application-EarlyEducation.doc).*

### **Teaching Positions Available**

*Prince of Peace Academy, Clinton, IA, has immediate openings for teaching positions for Kindergarten and 2<sup>nd</sup> grade. Please contact: N.L. Peart, 312 South 4<sup>th</sup> Street, Clinton, IA 52732; email, [npeart@prince.pvt.k12.ia.us](mailto:npeart@prince.pvt.k12.ia.us).*

### **VISTA (full-time)**

Full-time **VISTA** members work to strengthen civil and human rights agencies, end discrimination, and increase public awareness of civil rights and diversity in Iowa. They work directly with both local commissions and state government agencies to expand education and outreach efforts, share best

practices, revamp websites, research current trends, and develop funding resources to ensure project sustainability. Additional opportunities address humanitarian needs, assist with community development, and organize statewide service projects benefiting people living in poverty. VISTA members make a difference in issues that impact specific populations of people, including: African Americans, people with disabilities, immigrants, the gay community, children, and low-income individuals/families. VISTA members are on call 24/7, will work a 40-hour work week, typically during the regular office hours of their assigned agencies, but with some evenings and weekend engagements. Due to the nature of the program, outside employment or full-time schooling is prohibited. Positions are available in the following Iowa cities: Des Moines: multiple sites, Ames, Cedar Rapids, Council Bluffs, Davenport, Dubuque, Fort Dodge, Iowa City, Mason City, Sioux City, Waterloo. Benefits include: Living Allowance of \$9,996 for the year; Health Benefits; 10 days personal leave and 10 days sick leave; End of Service Benefit of either a \$4,725 Education Award or a \$1,200 cash stipend; Forbearance of qualified student loans; Relocation Allowance, if moving more than 50 miles to site; Childcare Assistance, if eligible; Liability Insurance. Applications will be accepted throughout the spring and summer. Official start dates will be staggered between May and September. Applications for all positions are accepted online at [www.americorps.org](http://www.americorps.org).

### **Winery tasting room Help**

**Wide River Winery** is seeking applications for someone interested in helping in their wine tasting room. Ideal candidate is outgoing, a self-starter and reliable/trustworthy. Primary duties include making winery guests feel welcome and comfortable while serving them samples of wine, selling wine, leading tours and cleaning. Sales experience is nice but not necessary. Occasional to part-time help on the weekends, starting wage is \$9 plus wine discount. If interested, please contact Wide River Winery at 563-519-WINE.

### **Various Positions (full-time or part-time)**

Visit the **AccessDubuque.com jobsite** <http://www.accessdubuque.com/> jobsite, a service of the Telegraph Herald in Dubuque, Iowa. This site is an excellent resource for college students who are looking for full-time careers or seasonal employment.

**Accountemps**, a Robert Half Company, is the world's first and largest specialized financial temporary staffing firm for accounting and financial professionals. Our office in Davenport, Iowa, currently has the following positions available: Bookkeeper, Payroll Clerk, Collections Specialist, Purchasing Assistants, Accounts Payable Specialist, Accounts Receivable Specialist, Finance Specialists, Accounting Manager, Cost Accountant, Staff Accountant, Controller, Analyst. For more information, Call Accountemps today at 563.359.3995 or look us up on the web at [www.accountemps.com](http://www.accountemps.com).

The **National Affirmative Action Register** has all job postings available online at <http://www.aar-eeo.com/>. The National EEO Recruitment Publication is directed toward females, minorities, veterans and disabled persons, as well as to all employment candidates.

**Ashford University** lists any current job openings on its Career Listings page: <http://www.ashford.edu/careers>.

**Bright Horizons Family Solutions** is the world's leading provider of employer-sponsored child care, early education and work/life solutions. Conducting business in the United States, Europe, and Canada, we have created employer-sponsored child care and early education programs for more than 400 clients, including 84 of the Fortune 500. Bright Horizons manages more than 550 child care centers for many of the world's leading corporations, hospitals, universities, and government agencies. All of our child care centers are designed to meet the standards of excellence set by the National Association for the Education of Young Children (NAEYC). We have several openings at the present time. Please contact: Dawn Kepley, Recruitment Coordinator; Email, [dkepley@brighthorizons.com](mailto:dkepley@brighthorizons.com); Phone: 515-232-9525; Fax, 515-232-9545; or visit [www.brighthorizons.com](http://www.brighthorizons.com).

**Children and Families of Iowa** has various positions open in their offices. Some positions available are Assistant Teachers, Youth Service Worker, Trackers, Accounts Payable/Payroll Specialist, Family

Violence Center Outreach Coordinator, Family Violence Hotline/Volunteer Coordinator, Child and Family Resource Specialist, Residential Family Therapist, Aftercare Therapist (part-time), Part-time Family Therapist. Send cover letter and resume to Kathryn Brown, Human Resource Coordinator, Children and Families of Iowa, University Ave, Des Moines, IA 50314; phone, 515-288-1981 ext. 344; Fax, 515-288-9109; email, [kathrynb@cfiowa.org](mailto:kathrynb@cfiowa.org) or visit [www.cfiowa.org](http://www.cfiowa.org).

**Community Care, Inc.** is a non-profit organization that offers services to assist persons with disabilities. Please apply at or send resume to Community Care, Inc., 108 Industrial St., DeWitt, IA 52742 or visit [www.communitycareonline.com](http://www.communitycareonline.com).

**Handicapped Development Center** in Davenport, IA, has a variety of job openings. The Handicapped Development Center is a non-profit organization whose purpose is to plan, establish and operate programs which provide opportunities and assistance to persons with disabilities in and around Scott County, Iowa. Check out the postings at <http://www.handicappeddevelopment.org/>. (**deadlines apply**)

**The Iowa Department of Public Safety** is now accepting applications for important positions: Special agents; Division of Narcotics Enforcement, Division of Criminal Investigation; State Troopers, Divisions of the State Patrol; Arson Investigators and Inspectors; Division of the State Fire Marshall; and Casino Gaming Enforcement Officers. If you've ever dreamed of a more rewarding career – making a more significant contribution to your community – here's your opportunity. Consider a career as a state peace officer – here at home in Iowa. Enjoy a variety of opportunities, job stability and security while you're helping keep Iowa safe. If you're ready for a new challenge, call 866-895-2457 or visit [www.dpscareers.com](http://www.dpscareers.com).

**Iowa East Central T.R.A.I.N.** is a non-profit corporation established in 1966, and is the designated Community Action Agency for Scott, Clinton, Cedar and Muscatine Counties in Iowa. The purpose of the corporation is to provide services and assistance to low-income, elderly and handicapped persons, and to engage in other activities to alleviate or eliminate poverty through developing, employment opportunities, improving human performance, motivation and productivity, or bettering the conditions under which people live, learn and work. To see a current list of job openings, visit [www.iowatrain.org](http://www.iowatrain.org). (**deadlines apply**)

**John Deere** has various positions open for qualified candidates. Visit [www.JohnDeereCareers.com](http://www.JohnDeereCareers.com) for more information.

To view current job openings at **MediaCom**, visit [www.mediacomcc.com](http://www.mediacomcc.com) and [www.onmediaadsales.com](http://www.onmediaadsales.com).

For information on job openings at **Mercy Medical Center-Clinton**, please visit [www.mercyclinton.com](http://www.mercyclinton.com). Mercy is a mission-driven organization encompassing the values of compassion, respect, concern, excellence and stewardship.

**New Choices, Inc.** has immediate job opportunities helping people with disabilities to gain independence in their homes or communities. Apply today at 1485 Main Street, Clinton, IA 52732, call 563-243-6771 or visit [www.newchoicesinc.com](http://www.newchoicesinc.com).

**Pathway Living Center, Inc.** has various career positions open for persons trained in social work, psychology, human services, or education. Our psychiatric rehabilitation agency provides a variety of support services in Clinton County, which promote hope and recovery for adults with mental illness. The culture of the agency promotes teamwork, professional development and empowerment as well as an excellence in quality service provision. For more information, please contact 563-243-7987. You may apply in person at 562 2<sup>nd</sup> Avenue South in Clinton or send a resume to P.O. Box 1896, Clinton, IA 52733-1896; email [pathwayliving@mchsi.com](mailto:pathwayliving@mchsi.com).

**Per Mar Security** has various job openings available. Per Mar Security is the Midwest's leading full service Security Company, in business since 1953, with nineteen branches located throughout Iowa,

Illinois, Wisconsin, Minnesota and North Dakota. Their more than 1800 security professionals provide custom designed security solutions including burglar and fire alarm systems, integrated access control and CCTV systems, uniformed Security Officer services, special events personnel, business investigation services, and security consulting to a wide variety of clients. If interested, call Nick at 563-326-6292 or send resume to Per Mar Security Services, 5424 Tremont Avenue, Davenport, IA 52807.

**Riverside Casino and Golf Resort** has several positions available at their facility in Clinton, IA. Positions currently available: Banquets Captain, Cocktail Server, Cook I, Cook III – Banquets, Restaurant Server, Robert's Buffet – Cook II, Steward, Security, Client Coordinator, Hair Designer, Massage Therapist. If you are interested in any of these positions, please visit <http://www.riversidecasinoandresort.com/flash/employment/jobs.php>

**Rock Island Arsenal** has various positions open for qualified candidates. Visit [www.ria.army.mil](http://www.ria.army.mil) for more information.

**RuffaloCODY** is looking for motivated individuals for a variety of positions at our Cedar Rapids, Iowa location. RuffaloCODY provides colleges, universities, and other non-profit organizations with marketing and software solutions for fundraising, membership, and student recruitment programs. For additional organizational information and online application submission, visit [www.ruffalocody.com](http://www.ruffalocody.com). **(deadlines apply)**

**The State of Iowa** has many job openings. For a list of State of Iowa jobs that are currently available, visit [http://das.hre.iowa.gov/state\\_jobs.html](http://das.hre.iowa.gov/state_jobs.html).

**Target** is looking for applicants to be part-time workers in their Clinton, Iowa, store. All Target positions require applicant(s) to be fast, fun and friendly; team-oriented; cheerful and helpful attitude towards guest and other team members; able to work a flexible shift. Positions available include: Cashier/Guest Service Team Member, Sales Floor Team Member, Logistics Backroom/Flow Team Member, Food Avenue Team Member. If interested in a position with Target, please stop into the store and complete an online application at our kiosks. When that is completed, you will receive an on-the-spot interview! For questions, please contact Carrie at Target at 243-9909.

### **Volunteer Opportunities**

**AmeriCorps** supports local, state and national organizations to provide community service. They are partnering with **Big Brothers Big Sisters** agencies in Eastern Iowa to increase their impact of one-to-one mentoring throughout a 10 county region. A position with AmeriCorps will allow you to provide a service to your country and your community. In addition, the following benefits are part of the AmeriCorps experience: \$5,550 Living Allowance per year (900 hours total per year); \$2,362.50 Educational Stipend per year. Training will be offered at both the local level and state AmeriCorps level. AmeriCorps will pay the interest on an existing student loan during the period of the contract. AmeriCorps benefits normally do not affect eligibility for government housing, child care, food stamps, etc. Educational stipends may be used at any educational institution for books, tuition, fees, etc. and for payment of student loans. The stipend may be used any time within 7 years. To apply, please submit a resume and letter of application to: Apryl Reeser, Big Brothers Big Sisters of Clinton, 1319 N 2nd Street, Clinton, IA 52732.

**Beacon of Hope Hospice, Inc.** of Davenport, Iowa, is looking for Hospice volunteers. Caring, compassionate, friendly individuals needed to spend time with hospice patients. Other volunteer opportunities are also available. Call today at 563-391-6933 or toll free at 888-932-2732.

**Children's Discovery Center** has volunteer opportunities available. If interested, contact Theo Smith at 563-243-3600 or 563-243-3356.

Make a difference!! Be a Hospice Volunteer. **Genesis Hospice** needs people who are willing to give their time to people who are at the end of their life and their families. The emphasis is on making patients comfortable and free of pain. Hospice volunteers provide support to Hospice patients and families

through visits, providing caregiver relief and bereavement support. Volunteers also assist in special projects like the Prayer Shawls and office support. Training sessions are provided free of charge and will begin soon. For information, call Cindy Wiederholt, Volunteer Coordinator at the Clinton, IA office at 563-242-7165.

Members of the **Mercy Auxiliary** are looking for volunteers who have an interest in helping to provide services to Wyndcrest and Bluff Terrace Nursing Homes in Clinton, IA. Duties include delivering mail and, fresh ice water, reading to residents, shopping (if needed), and assisting with special activities. Two-hour morning or afternoon shifts are available and can be adapted to meet your schedule needs. If you have an interest in joining the Mercy Auxiliary and becoming a volunteer, please contact Mary Jane Kampling at 563-242-8980 for more information. **(open)**

**Visiting Nurse Association (VNA)** is looking for persons for the Caregiver Respite Program who would be interested in volunteering between 1 and 4 hours a week. Volunteers are needed to relieve persons who are taking care of home-bound relatives and need to run errands or just need some time away from the home. Training provided. If you are interested, call Helen Buckley/Respite Volunteer Coordinator at 242-7165 ext. 3003.

Volunteers needed! Are you a caring, compassionate individual? Join the team as an advocate at the **YWCA Domestic Violence/Sexual Assault Resource Center**. Training provided, so call now! Contact Cheryl at 563-242-2118. **(open)**

**Updated October 10, 2009**