AFRO archives

By Delfield S. Yoes, III
AFRO Staff Writer

Recently, the first Baltimore fundraiser for the AFRO-AMERICAN Newspapers Archives and Research Center, was held at Morgan State University.

The fundraising campaign which has a national scope has already had fundraisers in Carlisle, PA., New York City and Chicago. The project's coordinator is Arthur W. Murphy.

"What started out as 'house cleaning' in September 1986, turned into the discovery of about 2.7 tons of material relating to black history going back to 1890," says Murphy.

The material, once housed in the AFRO's "morgue," as the library was called, consists of pictures, papers, books and articles, most of which have appeared in the newspaper during its 90 years of publishing.

"We called the National Archives and the National Endowment for the Humanities and asked for help. They told us we were 'sitting on a gold mine' and that's when the odyssey began," Murphy continued.

For more information on the AFRO Archives Research Center or to make a contribution write to: AFRO-AMERICAN Newspapers Archives and Research Center, P.O. Box 30126, Baltimore, Maryland 21270 or call: (301) 367-3045.

DR. CONDOLEEZZA RICE has been named the 1989 Candace Award Winner for International Affairs.

RUTGERS UNIVERSITY graduate Frazier Morris has been recruited by Shoney's Inc., to work in its communications department. He is responsible for trouble-shooting on technical telephone problems.

—Richards

(Continued From Page C1)

service representatives to improve responses to customer complaints and inquiries.

And after it is all said and done, Chuck Richard's little granddaughter, Donna, heads home to her own little girl, three year old... "Please don't put her name in the paper," Donna pleads. "You know how it goes. If you put her name in the paper six months from now there will be 50,000 kids with the same name. My friends just call her the 'Phantom.' "

So Donna Richardson-Smith heads home to the unnamed daughter. The daughter which some say is "momma's" spittin' image.

"She has never been a baby," Donna laughs. "She has always just been this precocious little short person, who speaks so properly it's as if she were all grown up."

Chuck Richards would probably say she looks familiar.

POLICE OFFICER — must have Md. Certification, be over 21 yrs old w/a HS diploma or GED, must pass physical & have valid lic w/gd driving record. Apply to Ed Mondson Police Dept. 5005 52nd Ave. Edmondson, Md 20781 or 699-8805.

City Planner
City of College Park, Md., Dept of Planning & Econ. Dev. Entry level position requiring an undergrad degree in planning or related field & some prof. planning exper. pref. Small office w/varied duties including preparation of staff reports on zoning, subdivision & related matters. Research, Data Collection & Analysis for social planning studies, assistance with writing & implementing neighborhood, redevelopment & recreation plans, interagency coordination of planning activities with citizen groups & committees. Ability to work independently and to communicate clearly & concisely req'd. Salary $23,972 to $33,731. Submit resume to: Planning Director, City of College Park, 4500 Knox Road, College Park, MD, 20740, by August 15, 1989. An Equal Oppor. Employer. M/F

CAREER CORNER

ADMINISTRATIVE
ADMIN OFFICER
This unclassified position, located at the Metro Executive Bldg. 4201 Patterson Ave. provides the full range of administrative functions & staff supervision to support the activities & further the goals & objectives of 3 small boards; Board of Chiropractic Examiners, Board of Electrologists & Board of Occupational Therapy. Responsiblities incl. the mgmt of the examination & licensing of applicants, the license renewal process, complaint & disciplinary procedures, preparation of agendum & minutes, legislative review/liaison, office & budget mgmt. & problem resolution. Frequent contact with the private & public organizations at the local & national level required. Requires a bachelor's degree & 5 years exp. in administrative work. Graduate education may be substituted for the required general experience at a rate of 1 year of education to 1 year of experience for up to 2 years of the required work experience. Additional exp. as defined above may be substituted for the required education at the rate of 1 year of experience to 1 year of education for up to 4 years of the required education. Salary $26,867 to $35,287. Excellent State of Maryland fringe benefits. To receive fullest consideration submit resume.
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Personnel Officer
Dept. of Health & Mental Hygiene
201 W. Preston St.
Baltimore, MD 21201
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Contact Representative
The Internal Revenue Service is seeking 50 qualified candidates for fall employment. The duties include answering tax law inquiries and account related questions over the telephone.
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GS-4, $6.74 per hour. 2 yrs. of related experience, college or any combination. OPM test is REQUIRED. Walk-in test dates are Tuesday, July 11, 18, and 25 at 1 p.m. at the Garmatz Federal Courthouse, 101 W. Lombard Street, Room 1200, Baltimore.
For additional information, call 962-2222, Monday thru Wednesday, 9:00 a.m. to 4:30 p.m.
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A SPECIAL EVENT FOR EXPERIENCED MINORITY PROFESSIONALS
CCC Affirmative Action Career Conventions is a career event dedicated specifically for Black, Hispanic, Asian, Women, Over-Forty, Veteran and Disabled professionals with three or more years experience in Engineering, Computers, Administration, Finance, Management, Sales or Marketing.

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Leading local and national employers have made a commitment to come and meet you. Invest the time to explore thousands of career opportunities that may never be publicly advertised. Visit with recruiting and technical managers who are ready to hire qualified individuals with three or more years experience.

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The opening seminar session each day, *"Making the Most of a Career Convention,"* gives you tips and techniques that will maximize your effectiveness at these events. A total of 15 seminars* include such topics as:
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• *Recruiters' Roundtable* -- an open forum where a panel of employers candidly answer questions you'd never be able to ask in an interview.
In addition, resumé experts are on-site to evaluate your resumé for FREE. Maybe you need two different resumés, or are your marketable strengths buried somewhere on the third page? At CCC Career Conventions, you can find out for FREE, and start having your resumé screen you in, not out.
** Interpreters for the hearing impaired will be available at some sessions on Thursday.*

PROFESSIONAL ASSOCIATIONS AND MINORITY COMMUNITY ORGANIZATIONS ARE ALSO PARTICIPATING
Take advantage of a valuable networking opportunity by visiting with participating professional associations and minority community organizations including Forty,Plus, The Black Data Processing Associates, American Business Women's Association, The Gov't of D.C.'s Rehabilitation Services Administration and The Society of Hispanic Professional Engineers, among others.

AT THE SHERATON WASHINGTON
At the corner of Connecticut Ave and Woodley Road. Woodley Park/Zoo metro stop.
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Officially proclaimed "Affirmative Action Day" by D.C. Mayor Barry.

AFFIRMATIVE ACTION Career Conventions CCC
THURSDAY, JULY 27TH
Exhibit Hours: 12:30 - 6:00 pm.
Seminars begin at 11:00 am.
CCC TECHNICAL Career Conventions
FRIDAY, JULY 28TH
Exhibit Hours: 2:00 - 6:00 pm.
Seminars begin at 12:30 pm.
SATURDAY, JULY 29TH
Exhibit Hours: 10:00 am - 2:00 pm.
Seminars begin at 9:00 am.
CCC Technical Career Conventions is exclusively for individuals with three or more years experience in Engineering, Computer Hardware & Software, MIS, Communications, Data Processing, Programming or Technical Sales & Marketing.

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CAREER CORNER

THE BALTIMORE COUNTY POLICE DEPARTMENT
is currently accepting applications for police officer and cadet.
Baltimore County is one of the largest accredited police departments in the nation and is seeking applicants who possess the qualities expected of a law enforcement officer in one of the fastest-growing and progressive agencies in the country.
If you are a highly motivated individual with a desire to serve the community, perhaps the Baltimore County Police Department is looking for you. Please contact us at 887-2060. A recruiter will be glad to help you. Again, the number is 887-2060.

RIGHT NOW . . . WE ARE SEEKING A . . . KNOWLEDGEABLE PROFESSIONAL TO . . . MANAGE OUR SYSTEMS DEVELOPMENT TEAM
This top level management position reports directly to the Administrator. The ideal candidate will:
• Have a proven track record in providing the driving force behind the development of on-line teleprocessing system networks to meet the critical needs of executives and administrators using IBM micros, minis and mainframes.
• Have strong people management skills to direct a diverse group of professionals performing project tasks which vary from the routine and technical to the unique and complex.
• Possess a high energy level, be savvy, and think strategically.
• Have strong analytical, technical, presentation and verbal skills.
• Be capable working within a diversified environment, interacting with key personnel throughout the County.
• Have a college degree or equivalent in computer science or related discipline, with five years of progressive experience in analysis and programming and at least two years in senior lead position.
We are one of the most rapidly growing counties in the U.S. with the mission to provide timely, accurate, and relevant information through the creation of county-wide local and remote interactive transaction networks. Innovation is key and essential to our success.
The visibility and growth potentials of this position are exceptional. Salary range 39,660-57,354. To further explore this Systems and Programming Manager's position, we invite you to forward your resume and application for immediate attention to the:
RECRUITING MANAGER
HOWARD COUNTY PERSONNEL
3430 COURTHOUSE DRIVE
ELLICOTT CITY, MD 21043
(301) 992-2033
Closing Date 7/28/89

State of Maryland
Maryland Commission for Women
Annual Salary; $28,948-$38,023
EXECUTIVE DIRECTOR. Highly responsible full-time position implementing programs and policies of the Maryland Commission for Women; developing, coordinating, and directing statewide programs and activities which would improve the status of women; and undertaking administrative duties and budgeting as part of the Department of Human Resources.
Minimum qualifications include bachelor's degree from an accredited college in social science, business, public administration or related field and five years full-time paid and/or volunteer experience in any combination of: program planning or public administration, research and report writing, public speaking, budget formulation or other responsible administrative staff work. Experience can be substituted for each year of education required. Preference will be given to applicants who show an involvement in or commitment to women's issues. Send resume to Maryland Commission for Women, 311 West Saratoga Street, Room 239, Baltimore, Maryland 21201 Attention: Joan E. Williams, by August 9, 1989.
MARYLAND DEPARTMENT OF HUMAN RESOURCES
AN EQUAL OPPORTUNITY EMPLOYER

INSURANCE
CLAIMS ADMINISTRATOR
($33,762 - $44,350)
Your solid experience in multiline claims management would be a valuable asset to us and could be an exciting start-up opportunity for you. The Mass Transit Administration is an enterprise agency of Maryland DOT, providing bus and rail public transportation to the Baltimore metropolitan area. Though most claims arise from motor vehicle accidents, we have many property and casualty risks and would like to establish an in-house capability for handling all claims.
At present, we are seeking to fill the key position of Claims Administrator to take the lead in developing and implementing this program. Reporting to the Risk Manager, you will be responsible for taking over management of the currently contracted services and for designing and building this new organizational unit/function. The program must be geared not only to claim response and resolution in a high profile environment buy also to solid loss control evaluation and coordination with others.
To qualify for consideration, you must have a bachelor's degree in a relevant field and five years of progressively responsible experience - including two years in a supervisory or program management capacity. Additional qualifying experience may be substituted for the educational requirements on a year for year basis. Your experience should be broad based involving claims adjustment, supervision of defense counsel, use of independent appraisers and experts, database reporting systems, etc. You must have strong organization, communication and negotiation skills. Most importantly, you must have the management savvy to run the program and exercise critically sound judgement.
Please submit your resume with title of position Claims Administrator no later than August 11, 1989 to:
MASS TRANSIT ADMINISTRATION
HUMAN RESOURCE DIVISION-EMPLOYMENT
300 WEST LEXINGTON STREET
BALTIMORE, MARYLAND 21201
"FOR A COMPLETE LISTING OF ALL MTA JOBS AVAILABLE DIAL MTA-JOBS (682-5627)."

HEALTH
DIRECTOR
ALCOHOL & DRUG ABUSE ADMINISTRATION
This is a key Sr. Staff Pos. directing the Alcohol and Drug Abuse Administration. This administration is responsible for establishing and maintaining an integrated addition treatment, rehabilitation and compulsive gambling system with a variety of modalities and financial geographic assess to all Marylanders requiring such services. The Director is responsible for 67 central office staff and approximately 220 grantee programs, 500 counselors and directors in the field, and a budget of $32 million. Major responsibilities of the Director includes operational and capital budgeting and comprehensive planning for residential and community addition services. This pos. requires extensive interface with other State Agencies and community groups. Requires a Bachelor's degree and 5 yrs. exp. administering alcohol/drug abuse/additions community-based programs. Combined alcohol/drug program expertise desired. Strong management and supervisory skills are required. Salary: $61,896-$73,907 per-annum. Exc. State benefits. Submit resume no later than July 31, 1989 for fullest consideration to:
Mr. Joseph H. Elliot, Personnel Officer
Department of Health & Mental Hygiene
201 W. Preston Street
Baltimore, Maryland 21201
An Equal Oportunity Employer

DIRECTOR OF DEVELOPMENT
COLLEGE OF HUMANITIES AND SCIENCES
The College of Humanities and Sciences, the liberal arts component of Virginia Commonwealth University, is seeking a Director of Develpoment. The College, with 240 full time faculty, serves over 1,000 majors as well as providing the general education of the students in the professional schools of the University. The total enrollment in the University is 20,000 students. The College offers graduate and undergraduate degree programs, including the Ph.D in Chemistry and in Psychology.
The Director's responsibilities include managing the College's fundraising activities. These consist of annual fund development, and identifying and soliciting major individual, corporate, and foundation gifts, as well as working with the College's alumni and alumni board. The Director also works with public relations efforts in coordination with the central Advancement Office.
The Director reports to the Dean of the College. The Director serves as the College's representative in the University's decentralized Advancement system, and in this context, also reports indirectly to the Vice President for Advancement.
Required qualifications include bachelor's degree, preferably in the liberal arts or one of the professional fields taught by the college, at least 3 years' fundraising or related experience, and excellent interpersonal skills. A master's degree and fundraising experience in an academic setting are preferred.
Applications will be accepted through August 28, 1989, or until the position is filled. Appointment is anticipated during the fall semester. Nominations and applications, including curriculum vitae and names and addresses of three references should be sent to:
Dean Elske V.P. Smith, Chair
Director of Development Search Committee
College of Humanities and Sciences
Virginia Commonwealth University
Box 2019
Richmond, VA 23204-2019
Virginia Commonwealth University is an Equal Opportunity Affirmative Action Employer. Women and Minorities are encouraged to apply.

Manager, Financial Operations
Unclassified position with the State of Maryland
Manager of the financial operations of the Community Development Administration (CDA), one of the country's largest, most active and innovative state housing finance agencies. CDA has issued tax exempt bonds totalling over $3 billion. This position will assist the Director of Finance in the overall office operations and in the development and implementation of policies and procedures for the CDA Finance Office. This includes the management of a staff of thirteen people. Major duties and responsibilities include the daily cash management and investing of moneys uder CDA's control, development and implementation of policies, procedures and internal controls and participating in the structuring of CDA bond issues. The position reports to the Director of Finance, Community Development Administration. It is a highly responsible position requiring high level technical skills in accounting and finance, strong management and supervisory skills and a dedication to results.
Minimum Qualifications:
Education:
Possession of a bachelor's degree in business from an accredited four year college or university with a major concentration in accounting and/or finance.
Experience: Five years of professional experience in finance, accounting, tax-exempt revenue bonds, and/or closely related fields. At least two of these years must have been in a supervisory position. Preference will be given to those having similar experience with other state of local tax-exempt issuers.
NOTE:
Applicants may substitute possession of certification as a Certified Public Accountant (CPA) or a Master's Degree with a concentration in accounting or finance for one year of the required experience.
Salary: $33,762 to $44,350.
Resumes must be received by August 11, 1989.
Send resume to Director of Finance, Room 332, Community Development Administration, Department of Housing Community Development, 45 Calvert Street, Annapolis, Maryland 21401.
E.O.E.

PROFESSIONAL EMPLOYMENT AND CAREER TRAINING OPPORTUNITIES

MECHANICS
McCormick & Company has current openings for qualified Mechanics in the following areas:
Printing Press Mechanic/Building Maintenance
Qualifications required are a minimum of four years experience as a Press Mechanic on multi-color offset printing presses, including diagnosis, repairing, overhaul and rebuilding of press equipment. Ability to weld and perform electrical repairs required. Building maintenance experience required, including ability to diagnose and repair building program, e.g. plumbing, electrical and air-conditioning.
Packaging Line Mechanic
Qualifications required are two years' experience as a Mechanic in automatic bottling equipment to include filling, capping, labeling and case packaging. Responsibilities include start-up, adjustment throughout shift, product & packaging changeovers. Videojet coding and krones labeling experience preferred.
We offer a continuous training program and a chance for growth and advancement. Positions are located at our modern facilities, convenient to I-83 at the Hunt Valley Industrial Park. Salary commensurate with experience. Good benefits package, including profit sharing is offered. Please send resume to:
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Columbia, Maryland 21044
No phone calls please
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ACCOUNTING
PAYROLL SUPERVISOR
$28,948-$38,023
The Mass Transit Administration is currently recruiting for an experienced Payroll Supervisor.
This individual reports to the Manager of Accounting and will be responsible for processing a large complex payroll for 2,700 employees on a weekly, bi-weekly and monthly basis.
The minimum requirements include a B.S. Degree with major studies in Accounting, Business Administration, Finance or related field with at least tive years experience in the Accounting/Payroll related field and at least two years of supervisory experience, preferably in payroll.
Submit resume with title of position clearly indicated Payroll Supervisor no later than July 28, 1989 to:
MASS TRANSIT ADMINISTRATION
HUMAN RESOURCES DIVISION—EMPLOYMENT
300 WEST LEXINGTON STREET
BALTIMORE, MARYLAND 21201
"FOR A LISTING OF ALL MTA JOBS AVAILABLE, DIAL MTA-JOBS (682-5627)."
EQUAL EMPLOYMENT OPPORTUNITY

HOWARD COUNTY JOB OPPORTUNITIES
Howard County Government is accepting applications for the following positions:
ELECTRICAL INSPECTOR
To perform inspection and enforcement work in securing compliance with established codes and regulations. Duties include: Inspecting new and existing installations of electrical uses, apparatus and equipment in residential buildings and other structures; checking plans and specifications of proposed electrical installations; and submitting reports of violations and issuing notices in cases of non-compliance. Requires: The equivalent of H.S. grad and 5 years of trades experience, including 2 years of journeyman level in elecrical construction and maintenance work. Must possess Master General electrician License - Statewide or County, and Md. Class D driver's license. Must be familiar with 1987 National Electrical Code. Salary range: $23,580 - $34,148/yr.
MAINTENANCE SUPERVISOR
To perform supervisory maintenance work overseeing the activities of skilled and semi-skilled employees engaged in industrial maintenance at a wastewater treatment plant. Duties include: supervising and inspecting maintenance and grounds staff work; ordering materials and providing materials lists for purchasing; issuing work orders when needed; performing work in the various building/mechanical trades; conducting employee performance reviews; maintaining weekly reports on staff members. Requires; H.S. grad or equivalent and four years of experience in building/industrial maintenance and repair, at least one year at the crew leader level. Must possess a valid Maryland Class D driver's license. Salary range: $29,012 - $41,995/yr.
RECYCLING PROGRAM COORDINATOR
To coordinate and manage the County's solid waste recycling program. Duties include: preparing plans, reports and studies to support development of our recycling initiatives in the County; developing specifications, contracts and procedures for proposed recycling activities; supervising recycling operations in conjunction with other department staff and contractors; interacting extensively with public to resolve problems and make presentations; and evaluating program performance including cost/revenue analyses. Requires: the equivalent of a B.S. degree in Environmental Science, Ecology, Engineering or related field and 2 years experience in waste management, resource recovery or other such recycling activities. Salary range: $29,435 - $42,626/yr.
All positions include a comprehensive fringe benefits package. For applications requiring driver's license, applicant must provide license # on application form.
Howard County applications must be received or postmarked by July 28, 1989. Contact:
HOWARD COUNTY PERSONNEL
3430 COURT HOUSE DRIVE
ELLICOTT CITY, MARYLAND 21043
(301) 992-2035
DEAF TELETYPE ONLY (301) 992-2323
EOE HANDICAPPED M/F