

STUDENT NEWSLETTER

February 24, 2005

Spring Fever Greetings! This newsletter is provided as a service to all current MPA students as well as our alumni and offers program updates, information about upcoming activities, highlights of program developments and other important news. If you have news or events to share, please email Dr. Robert Smith, Program Director (rws@clemsun.edu) or Ms. Angela Guido, Program Coordinator (nangela@clemsun.edu) to include it in future editions of this newsletter. Also, if you hear about employment or internships opportunities that would be appropriate for graduate MPA students or undergraduate political science students, let Dr. Smith know and he will advertise the announcement for you.

In this edition, you will find:

- MPA Program Notes
- Course Information
- Internship Information
- The Spring 2005 Comps Schedule
- Upcoming Events
- Notice to Upcoming Graduates
- Opportunities
- Important Dates to Remember

MPA Program Notes

The program graduated two newly minted MPA's in December 2004! A heartfelt congratulations and best wishes go to **Scott Allmon** and **Jennifer Passailaigue**! Including Scott and Jennifer, the Joint Clemson USC graduate program has now graduated **90** students to date since its inception in 1992!!!

Our program continues its steady growth rate. Our student body is primarily drawn from working professional in the public, private and nonprofit sectors here in the Upstate – most working on their degree on a part-time basis. However, there has been a notable increase in pre-service students into the program from not only the Upstate but nationwide. International interest in the degree has also been increasing. These trends are a positive sign for future growth and enhancement of the program.

Spread the news! Student enrollments in the MPA program's new *Graduate Certificate in Public Management* continue to grow. The program received Commission on Higher Education approval in summer of 2004 and is designed primarily for students

working in public, nonprofit or private sector organizations who hold a bachelors degree, but are not inclined, or are otherwise unable to, pursue a formal masters degree in public administration. The course requires a sequence of four, 3-credit graduate classes in the MPA program. One core course is required, and three electives are chosen in consultation with the Program Director to meet the student's educational or career expectations. All four credits can then be transferred and count toward the masters degree at a later point in time. The certificate program is already a popular option, attracting four senior managers from Spartanburg County. Admissions to the certificate is the same as non-degree study, but requires an additional application which is available from the MPA office.

Ongoing program initiatives include: 1) Work on developing a joint MPA – Clemson MBA degree program! B) The possibility of a formal relationship between the MPA program and the Ph.D. in Policy Studies Program for those students who wish to continue with their Ph.D.'s. C) Offering public and nonprofit training institutes and workshops for organizations in the Upstate to increase our exposure and value to practitioners in the Upstate and across the State. D) Exciting international partnerships with the European Union (through Clemson's new center in Brussels's, Belgium and Renmin University in the People's Republic of China). E) A new partnering arrangement with the Peace Corps to offer the MPA degree as part of the Peace Corps graduate degree initiative.

Graduate Assistantships are important for any graduate program and the MPA program is actively pursuing the development of two dedicated program assistantships that would be available for outstanding MPA students (new admits and current students). Stay tuned for developments and announcements!

Special Congratulations go to **Wayne Gregory**, the 2004-2005 recipient of the prestigious Max Holland and Mitch Sizemore Scholarship (named for long-time city managers and proponents of professional public administration). Students actively enrolled in the MPA programs at the University of South Carolina, College of Charleston, and Clemson University are eligible for this annual award.

Course Information

Courses are in full swing with a full line up of offerings for Spring 2005 (University Center)

- ***Performance Measurement for Public Administration.*** (POSC 878-400)—Bob Smith (Mondays 5:30 – 8:10 pm)
- ***Research Methods for Public Administration*** (POSC 702-400)—Adam Warber (Tuesdays 5:30 - 8:10 pm)
- ***Public Personnel Administration*** (GINT 773-400)—Jessica Sowa (Wednesdays 5:30 – 8:10 pm)

- *Perspectives in Public Administration* (POSC 821-400)—Jennifer Dillard (Thursdays 5:30 - 8:10 pm)
- *Internship in Public Administration* (POSC 879-400)—Bob Smith (Varies)
- *Independent Study in Public Administration* (POSC 878-401)- Bob Smith (Varies)
- *Capstone in Public Administration* (POSC 880-400) – Bob Smith (Varies)

Spring 2005 Courses (On the Main campus at Clemson University)

PoSc 623-001	Urban Politics	4:00-6:45pm W	Ransom
PoSc 629-001	Global Security Threats	4:00 – 5:15 pm MW	Hetherington
PoSc 689-001	Anti-Americanism	6:15 – 9:00 pm T	Crosston
PoSc 689-002	Diplomacy: Art of Negotiation	6:15 – 9:00 pm W	Matic
PoSc 689-003	Energy Policy and Competition	4:00 – 6:30 pm Th	Bodde

Tentative Summer 2005 Courses

- *Global Affairs and Governments* (Morris)
- *Entrepreneurial Government* (TBA)
- *Grant Writing Across Sectors* (Woodard)
- *American National Government* (Olson)

Internship Information

We will continue to post announcements to make you aware of opportunities as they become available. However, we are not always notified of all the opportunities in the Upstate for PA positions so we also encourage you to make some exploratory calls yourself if you have an idea of a type and location of a position in which you would like to intern. If you find one, please contact Dr. Smith (rws@clemson.edu) to make sure there are adequate slots available to register for the credit. The curriculum requirements for the internship are detail on the MPA homepage (<http://business.clemson.edu/mpa/intern.htm>).

Spring 2005 Comps Schedule

The date for Spring Comps has been set. Comprehensive exams will be held on **April 1, 2005** here on campus in Brackett Hall. They will be word processed, so no materials will be necessary. Part I of the exam will be from 8:00am-11:00am. There will be a two hour break for lunch and then Part II will be from 1:00pm-4:00pm.

The comps questions were distributed on **February 21, 2005** at a special meeting at the University Center. If you missed this meeting, please contact Dr. Smith as soon as possible so that you receive the question list and can ask any questions.

Some of you may want to spend the night in town the night prior to the exam, especially if you live in the Spartanburg area. If this is the case, you can call or email Angie and she will be happy to give you a list of hotels and phone numbers for the area (864-656-3233 or nangela@clemsun.edu).

IMPORTANT: If you have completed your core courses or are enrolled in your last core course this fall semester, you are eligible to take the comprehensive examination!

Upcoming Events

Dr. Smith is pleased to announce plans for a Spring MPA Colloquium featuring faculty and students from the state's three MPA programs to be held on the USC Main campus sometime in March 2005. The half-day program will feature a conversation with United States Senator Lindsey Graham and a series of panels and workshops on careers in public and nonprofit sectors. This is an excellent opportunity to showcase our combined talents and get acquainted with MPA students and faculty statewide. More details will be announced shortly.

Call for members and officers for the Upstate Chapter of the American Society for Public Administration. The chapter is alive and well and reorganizing for 2005-2006. It's a great resume builder! Contact Dr. Smith for details.

The 2005 Annual Meeting of the South Carolina Political Science Association will be held on the campus of Francis Marion University on **Saturday, February 26, 2005** (<http://faculty.winthrop.edu/huffmons/scpsa2004.htm>) One of our MPA students, **Tony Kassekert**, will be presenting a paper on his research work with the South Carolina Fireman's Association. Good luck Tony! Please note there are continuous conference opportunities for MPA students. If you are interested in participating or presenting give Dr. Smith a call or e-mail.

Notice to Upcoming Graduates

If you are graduating in May or August of 2005, you should have already completed and returned the GS2 and GS4 forms. If you have any questions please call or e-mail Angie (864-656-3233 or nangela@clemsun.edu).

Opportunities

Graduate Student Information:

If you haven't discovered the Michelin Career Center portal for Graduate Students please check it out at: <http://career.clemson.edu/gradstudent/index.htm>

There are workshops, seminars and personalized training opportunities to assist you in your job search, a career change or to make improvements in your professional life.

County Administrator

The [County of Chesterfield](#) is seeking exceptionally qualified applicants for the position of County Administrator. The Administrator reports to nine (9) members of County Council elected from single member districts. Chesterfield County borders the North Carolina State line and is approximately 60 miles southeast of Charlotte, NC and approximately 80 miles north of Columbia, SC and has a population of approximately 42,700. The County employs approximately 180 full and part time personnel and has a total operating budget of approximately 9.7 million dollars.

QUALIFICATIONS: The applicant must be a graduate from an accredited college or university with a Bachelor's degree in Public Administration or Business Administration with a minimum of four (4) years experience at the executive level of Administrator, Manager, Assistant Administrator or Deputy Administrator for a County or Municipality; or a Master's degree in Public Administration or Business Administration with three (3) years experience at the executive level of Administrator, Manager, Assistant Administrator or Deputy Administrator for a County or Municipality. The applicant must possess expertise in strategic planning, budgeting, and personnel management. The successful applicant will be responsible for the implementation, carrying out and managing of Countywide policies.

SALARY/BENEFITS: Salary will be commensurate on level of education and experience. Applicants should submit a salary history and salary requirements. Chesterfield County offers an excellent benefit package that includes State Health and Dental Plans and State Retirement.

APPLICATION DEADLINE: Open until filled.

Please send resumes to:

J. Ronald Thurman, Interim Administrator
Chesterfield County Council Office
Chesterfield County Courthouse
200 West Main Street
Chesterfield, SC 29709

Chesterfield County is an Equal Opportunity Employer.

Florence County

[Florence County](#) is now accepting applications for the following position:

County Administrator

Qualifications: Prefer Master's Degree in public administration, business administration or related field. Successful candidate must have related Baccalaureate Degree and five years of experience as County Administrator, Assistant Administrator, or a comparable level in county/municipal government or any combination of education, training and experience that provides the necessary knowledge, skills and abilities. Must possess a valid state driver's license. **Salary and Benefits:** Competitive negotiable salary depending on qualifications. Excellent benefit package.

Send Resume with salary history and references, in confidence, to:

Florence County Human Resources
Attention: Chairman of Personnel Committee
180 N. Irby Street, MSC-S
City-County Complex,
Florence, SC 29501

All job requirements are subject to consideration of reasonably accommodating individuals with disabilities.

Florence County is an Equal Opportunity Employer: M/F/H/V.

Hampton County

Capital Projects Coordinator

[Hampton County](#) has begun a multi-year program to construct new office buildings and renovate and expand existing buildings. The County is seeking an individual to assist in planning, coordinating and performing activities necessary for the successful completion of these projects. The coordinator will be working with architects and contractors, determining space needs and securing temporary office space, etc.

A degree in engineering, construction or related field and five years of progressively responsible experience in engineering, construction, public works or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities. Salary is based upon experience and education. Qualified individuals should submit a resume to the Hampton County Administrator, 201 Jackson Avenue, Hampton, SC 29924.

Marlboro County

Economic Development Professional

[Marlboro County](#) and the Marlboro County Economic Development Partnership has an immediate opening for an Executive Director-Economic Development. The successful candidate will report to the Marlboro County Administrator. In addition, the Marlboro County Economic Development Partnership Board will also provide input on priorities and direction. Desired qualifications include previous economic development experience, a 4-year degree, excellent communication & computer skills, with a high energy level and desire to make a difference. Salary range \$45,000 -\$65,000 plus benefits. If you are interested in this job, please forward your resume, cover letter and salary history by December 17, 2004 to Bettie Fleming c/o Weyerhaeuser, P.O. Box 678, Bennettsville, SC 29512 or email bettie.fleming@weyerhaeuser.com. For additional information contact Bettie at 843-479-0200 ext. 246.

Richland County

Grant Accountant/Budget Analyst

[Richland County](#) is seeking applicants for a Grant Account/Budget Analyst. The Grant Accountant is responsible for developing and implementing accounting systems for use in recording and reporting all grants obtained by the county. This position is responsible for performing various accounting tasks, such as balancing ledgers, analyzing expenditures, and documenting, verifying and correcting entries in computerized accounting system. This position requires a degree in accounting or business administration. The incumbent must have 4-6 years accounting experience preferably in government and grant accounting. The incumbent must be knowledgeable in generally accepted accounting principles and OMB Circular A-133 requirements and remain up to date at all times on these specific regulations. Qualified candidates should direct applications to Richland County Human Resources, 2020 Hampton Street, Columbia, SC 29202. Applications may be downloaded from www.richlandonline.com. EOE

Rehabilitation Specialist

The City of Rock Hill, SC is seeking an Rehabilitation Specialist. This person will perform technical and professional-level work with City's housing programs, including rehabilitation and new residential construction.

Requires high school diploma and minimum of 3 years experience in structural deficiency inspection; rehabilitation cost estimating; residential repair/construction inspection. Ability to coordinate housing improvement/construction projects from start to end and work independently utilizing federal program requirements; maintain detailed records. Ability to obtain necessary certifications; building codes certifications desirable. Salary range: \$34,923- \$48,913. The City offers excellent health, dental, disability and retirement benefits.

Apply in person or request an application from the Human Resources Dept., P.O. Box 11706, Rock Hill, SC 29731 or call (803) 329-5570. EOE-H. *(Posted 2/23/2005)*

Budget Analyst

The City of Greenville, South Carolina Finance Department is seeking a candidate to fill the position of Budget Analyst. This person will assist in the development and preparation, as well as administration and oversight, of the City's operating and capital budgets. The selected candidate will also perform special operational studies and prepare related reports.

Experience and Education: Requires a Bachelor's degree (Master's degree Preferred) in Accounting, Business or Public Administration, and over two years experience in governmental finance/accounting/budgeting or any equivalent combination of education and experience which provides the required knowledge, skills and abilities. Salary range: \$35,670 - \$69,985.

The City of Greenville is an equal opportunity employer and offers competitive benefits. Send resume and cover letter to Human Resources, PO Box 2207, City Hall, Greenville, SC 29602. *(Posted 2/21/2005)*

Planning Director

The City of Hendersonville, NC (Pop 11,700) is seeking applicants for the position of Planning Director.

This position involves primarily the review and analysis of development proposals; the application of planning principles and adopted plans, ordinances and policies to those proposals; interaction with the development community, citizens and others seeking engaged in the development review process; analysis and preparation of proposed revisions in development regulation; and the preparation and presentation of professional planning reports and recommendations to public bodies. Professional qualities being sought for the selected candidates include excellent people and communications skills; a range of planning education and experience with specific experience in development review.

This position requires excellent writing, research, analytical and presentation skills; an ability to use the computer and other relevant technology; flexibility in dealing with a variety of work assignments and schedules including evening meetings; the ability to work within deadlines; and a demonstrated ability to work within a team environment with other professional and support staff. The successful candidate must have a bachelor's and preferably a graduate degree in planning, architecture, landscape architecture, urban design, or related field, plus a minimum of 4 years professional experience in urban planning and urban design. AICP certification is desired.

The hiring salary range for this position is \$48,467 to \$50,921. The City provides a full range of benefits such as health and dental insurance an enrollment in the LGERS. A full job description can be viewed at www.cityofhendersonville.org under the Personnel Department. Please fax your resume to (828) 697-8645 or mail to Attention Human Resources; PO 1670; Hendersonville, NC 28793 or email to dsapp@cityofhendersonville.org. Deadline for application is **March 15, 2005**. EOE / ADA (*Posted 2/9/2005*)

Public Works Director

The Town of Andrews is seeking a candidate to fill the position of Public Works Director.

Job Description: Is as follows but not limited to the following - Responsible administrative work in service, construction, maintenance, and repair of streets, storm drains, water supply and distribution systems, and wastewater collection and treatment systems, and garbage and limb collection. This position is primarily concerned with planning, organizing, assigning and reviewing the work of supervisors, foreman and laborers in the Department of Public Works.

Education/Experience: Should have an Associate Degree in Civil Engineering with at least five years of public works experience to include operations, management and planning experience; or any equivalent combination of experience and training which provides the desired knowledge and skills. Salary is negotiable. Closing date: Until filled.

Submit resume and application to: Andrews Town Hall, Human Resources Dept., Post Office Box 378, 101 North Morgan Avenue, Andrews, SC 29510. (*Posted 2/9/2005*)

Economic Development Director

The City of Spartanburg, South Carolina is seeking an outstanding individual to lead the City's economic development team. This person is responsible for a variety of incentive and financing programs designed to stimulate private investment in all areas of the City. A significant emphasis on downtown projects will be coupled with activities that will promote business and job creation in the City's distressed neighborhoods. Will work with city staff, citizens, elected officials, prospective businesses, developers, property owners, existing businesses, lenders, architects/engineers, and other local and state officials in pursuit of economic development objectives.

Experience and Education: Requires a demonstrated record of accomplishment in economic development. Experience in real estate finance, tax increment financing, and other forms of public financing required. Bachelor's degree required. Reports to the Assistant City Manager.

Send a current resume with salary expectations to: City of Spartanburg, Human Resources Department, PO Box 1749, Spartanburg, SC 29304 or e-mail: hr1@cityofspartanburg.org. EEO Employer. (Posted 1/25/2005)

Director of Housing and Community Development

The City of Charleston, South Carolina is seeking a Director of Housing and Community Development. This position is responsible for the overall supervision, coordination, planning, administration and management of the City's housing and community development activities. The Director of Housing and Community Development reports directly to the Mayor of Charleston, Joseph P. Riley, Jr.

Under Mayor Riley's leadership, Charleston has been a leader in neighborhood and community revitalization, building conservation, and expansion of affordable housing. Charleston is part of a fast growing, dynamic region. The successful candidate will work closely with the Mayor, city government and the community in leading the Charleston region in developing and implementing innovative and creative housing and community development strategies and programs to stimulate housing affordability, community improvement and community redevelopment.

The successful candidate must be a leader in addressing housing and community development issues, have diverse and high quality communication skills, be capable of implementing a variety of public involvement techniques, and be a skillful manager. For more information about this position and the necessary qualifications visit www.charlestoncity.info and click on "JobLine." Salary: \$70,000 - \$75,000/yr. Closing date: Until filled. (Posted 1/17/05)

Director of Planning and Neighborhoods

The City of Charleston, South Carolina is seeking a Director of Planning and Neighborhoods. This position is responsible for managing Charleston's city planning program, staff support to the City Planning Commission, annexation, Geographic Information Systems, and Neighborhood Services. The Director of Planning and Neighborhoods reports directly to the Mayor of Charleston, Joseph P. Riley, Jr.

Under Mayor Riley's leadership, Charleston has been a leader in historic preservation and downtown revitalization. Charleston is part of a fast growing, dynamic region. The old center city presents opportunities for creative redevelopment and infill. The City's plan has identified new suburban centers and planning has begun on several major greyfield and greenfield projects. The historic city center of Charleston is approximately 6 square miles but the whole city is now over 100 square miles. The successful candidate will work with the Mayor, city government and the community to direct the city's growth in the future.

The successful candidate must be a leader in city planning, have diverse and high quality communication skills, be capable of implementing a variety of public involvement

techniques, and be a skillful manager. For more information about this position and the necessary qualifications visit www.charlestoncity.info and click on "JobLine." Salary: \$70,000-\$75,000/yr. Closing date: Until filled. (*Posted 1/17/05*)

City Administrator

The City of Landrum is seeking qualified candidates for the position of City Administrator. The position requires a bachelor's degree in political science or closely related field; prefer master's degree in public administration and public sector management/supervisory experience; strong interpersonal skills and the ability to motivate and achieve results. Responsible for daily operations of city government; supervision of all city departments and agencies; budgeting; finance; human resources; risk management and information systems; conducts/oversees various projects; coordinates grant projects. Salary: DOQ/E.

Submit letter of interest and resume to Landrum City Council, City Administrator, Search Committee, 100 N. Shamrock Avenue, Landrum, SC 29356. Deadline for application is **February 28, 2005**. (*Posted 1/8/05*)

State of South Carolina Jobs Page

<http://www.state.sc.us/jobs/index.html>

USAJOBS is the Federal Government's official one-stop source for Federal jobs and employment information

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

Special Announcements: Currently Recruiting:

US Department of Transportation National Highway Safety Administration. All Positions. Contact Charles Peletier at 202.366.1755 or visit their website at www.nhtsa.dot.gov

Performance Audit Operations Division

Career Opportunities (ATLANTA, GEORGIA)

Management Analysts:

The Performance Audit Operations Division evaluates state agencies and programs to determine their efficiency and effectiveness. Located at the State Capitol complex, in the heart of Atlanta, the Performance Audit Operations Division employs entry level and experienced people with undergraduate and graduate degrees. Current staff members hold bachelors' and masters' degrees in a variety of fields including:

Public Administration
Business Administration
Political Science
Decision Science
Accounting
Finance
Economics
Management

Requirements:

3.0 GPA or better. Strong analytical and quantitative skills. Ability to learn quickly. Ability to work independently or in a team environment. Ability to communicate effectively and write proficiently. Interest in state government and improving the quality of life of Georgia's citizens.

Major Job Duties:

- Under the supervision of a lead analyst, Management Analysts plan and conduct evaluations of state programs to determine their efficiency and effectiveness.
- Evaluation tasks include researching professional literature, interviewing program staff, reviewing records, and analyzing data on program operations.
- Staff members are expected to show initiative and take on increasing levels of responsibility.
- Work involves occasional travel throughout the state and a great deal of writing (including summarizing research tasks and drafting reports that present evaluation findings).

Opportunities:

The opportunity for advancement is limited only by an individual's ability and desire. We offer:

- Promotions based on merit;
- Professional development under experienced supervision;
- Extensive career development program; and
- Exposure to many facets of state government.

Compensation and Benefits:

Starting salaries for the entry level Management Analyst position are competitive with salaries for similar positions in the private sector. Other benefits include:

- Twelve paid holidays annually;
- Three weeks vacation and three weeks sick leave annually;

- Full range of benefits, including retirement benefits, health and life insurance, deferred compensation program and flexible benefits program.

Applications and Inquiries:

To find out more about working for the Performance Audit Operations Division within the Georgia Department of Audits and Accounts, email, mail or fax a cover letter and resume to:

Denise Holmes
Recruitment and Staff Development Coordinator
 Georgia Department of Audits and Accounts
 Performance Audit Operations Division
 254 Washington Street, SW, Suite 314
 Atlanta, Georgia 30334-8400
 Email: holmesdd@audits.state.ga.us
 Fax: 404-656-7535
 Website: <http://www.audits.state.ga.us>
 Resumes are accepted at all times.
 Equal Opportunity Employer

Important Dates to Remember

<i>January 10</i>	Spring classes underway
<i>January 17</i>	Martin Luther King Holiday
<i>February 21</i>	Comps meeting at 5:00pm University Center
<i>March 21-25</i>	No classes—Spring Break
<i>April</i>	Comprehensive Exam 8:00am at Clemson University
<i>April 30-May 7</i>	Final Exams
<i>May 13</i>	Graduation