

Wednesday, August 6, 2008



Individual settings and technology may not allow you to view Mosaic as it was intended to be published. If you are having difficulty reading this newsletter in your e-mail, please visit our JobsWatch webpage to view the jobs listing www.deweykaye.com/jobswatch.

Mosaic is taking a summer vacation this August! Watch for our next full issue in early September. Don't worry job seekers, our "Jobswatch" edition is still being distributed (see below). The next JobsWatch listing will be distributed on August 21, 2008. Have a great summer!

Dewey & Kaye's Mosaic newsletter is distributed **free** of charge twice every month. The first issue each month contains articles and tips pertinent to today's nonprofit organization, as well as the listing of job openings. The second issue of each month is dedicated to job openings in the nonprofit sector. Please feel free to forward Mosaic to anyone that you feel might benefit from its contents. **To subscribe** to this free service, simply send a "plain text" blank email to join-dkijobswatch@jobswatch.dkiinc.com.

Job Seekers & Employers: Please visit www.deweykaye.com/jobswatch for more information.

To view the job listings as they are updated, bookmark the page and visit frequently: www.deweykaye.com/jobswatch. If you have any questions about Mosaic, please contact Dawn Kopp by calling 412.434.1335 or emailing dkopp@deweykaye.com.

Since our last issue, 82 new subscribers have joined the Mosaic community!

Mosaic Featured Postings:

Director of Human Resources, Peer Support and Advocacy Network – Pittsburgh, PA
Director of Institutional Advancement, Winchester Thurston School – Pittsburgh, PA
Document Processor/Administrative Assistant, McCrory & McDowell LLC – Pittsburgh, PA
Executive Vice President and Chief Operating Officer, Urban League of Greater Pittsburgh, Inc. – Pittsburgh, PA
IT Consultant, Peer Support and Advocacy Network – Pittsburgh, PA
Management Positions, US Census Bureau – Pittsburgh & Erie, PA
Program Director, Fund for Advancement of Minorities through Education (FAME) – Pittsburgh, PA
Staff Associate, Dewey & Kaye – Pittsburgh, PA

Other Opportunities in PA, OH & WV:

Administrative Assistant, Botanic Garden of Western Pennsylvania – Pittsburgh, PA
Administrative Assistant, United Jewish Federation of Pittsburgh – Pittsburgh, PA
Administrative Assistant, Development, Manchester Bidwell Corporation – Pittsburgh, PA
Advancement Officer: Assistant Director of Annual Giving, Shady Side Academy – Pittsburgh, PA
Annual Fund and Community Events Coordinator, The Children's Institute – Pittsburgh, PA

Assistant Director, Business Operations, Robert Morris University – Moon Township, PA
Assistant Director of Communications, Shady Side Academy, – Pittsburgh, PA
B.A.S.I.C. Academy (Grades K–5) Floater/Substitute Teacher, The Pittsburgh Project – Pittsburgh, PA
B.A.S.I.C. Academy (Grades K–5) Teachers, The Pittsburgh Project – Pittsburgh, PA
Business District Manager, Lawrenceville Corporation – Pittsburgh, PA
Case Manager, CASA of Allegheny County – Pittsburgh, PA
Client Services Coordinator, The Community at Holy Family Manor, Inc. – Pittsburgh, PA
Community Development Specialist, Bloomfield–Garfield Corporation – Pittsburgh, PA
Community Outreach, Pittsburgh AIDS Task Force – Pittsburgh, PA
Community Outreach Liaison Specialist, Carnegie Museum of Art – Pittsburgh, PA
Computer Instructor, The Pittsburgh Project – Pittsburgh, PA
Development Assistant, Carnegie Museums of Pittsburgh – Pittsburgh, PA
Development Coordinator, Pittsburgh Ballet Theatre – Pittsburgh, PA
Development Director, Arsenal Family & Children's Center – Pittsburgh, PA
Development Officer, The Center for Climate Strategies – Mid–Atlantic Region
Director of Advancement, Our Lady of the Sacred Heart High School – Coraopolis, PA
Director of School Finance, Northside Urban Pathways Charter School – Downtown Pittsburgh, PA
Donor Database, Web and Content Management Specialist (part–time), Jewish Family & Children's Service – Pittsburgh, PA
Executive Assistant, Three Rivers Young Peoples Orchestras – Pittsburgh, PA
Executive Director, Spina Bifida Association of Western Pennsylvania – Pittsburgh, PA
Grant Writer (part–time), August Wilson Center for African American Culture – Pittsburgh, PA
Grants Writer/ Development Assistant (Contractual – per project), Touchstone Center for Crafts – Farmington, PA
Human Resources Specialist, WQED Multimedia – Pittsburgh, PA
Information Technology Director, accessAbilities – Greensburg, PA
Leadership Development Teacher, The Pittsburgh Project – Pittsburgh, PA
L.S.W. (part time), Step By Step, Inc. – Pittsburgh, PA
Manager of Corporate & Foundation Relation, Holy Family Foundation – Pittsburgh, PA
Manager of Electronic Communications, Shady Side Academy – Pittsburgh, PA
Marketing Communications Director/Web Manager, Robert Morris University – Moon Township, PA
Membership Marketing Manager, Carnegie Museums of Pittsburgh – Pittsburgh, PA
Mental Health Coordinator Registered Nurse, Great Lakes Behavioral Research Institute – Pittsburgh, PA
Multimedia/Web Designer, Robert Morris University – Moon Township, PA
Office Assistant/Receptionist, Pittsburgh Leadership Foundation – Pittsburgh, PA
Operations Manager, Craigslist Foundation – San Francisco, CA
Program Assistant – Business Cares, Pittsburgh Cares – Pittsburgh, PA
Program Assistant – Community Connections, Pittsburgh Cares – Pittsburgh, PA
Program Manager, Program to Aid Citizen Enterprise (PACE) – Pittsburgh, PA
Program Manager: Financial Literacy & Entrepreneurship, Urban Youth Action, Inc. – Pittsburgh, PA
Project Manager – Pittsburgh Chapter, National Tooling and Machining Association – Pittsburgh, PA
Project Manager 2 – Housing Division, Allegheny County Economic Development – Pittsburgh, PA
Reach Academy (Grades 6–8) Teachers, The Pittsburgh Project – Pittsburgh, PA
Research Administrator, University of Pittsburgh, Center for Minority Health – Pittsburgh, PA
Research Director, Family Services of Western Pennsylvania – Pittsburgh, PA
Service Coordination–Mental Health, Focus on Renewal – McKees Rocks, PA
Temporary Community Outreach/Administrative Assistant, Oakland Transportation Management Association – Pittsburgh, PA
Underground (Grades 9–12) Teachers, The Pittsburgh Project – Pittsburgh, PA
University Editor, Robert Morris University – Moon Township, PA
Visual Arts Teacher, The Pittsburgh Project – Pittsburgh, PA

Work–Able Counselor, Jewish Family & Children's Service of Pittsburgh – Pittsburgh, PA

2008 Workshops

Dewey & Kaye is pleased to announce that we will continue offering the Career Development Center workshops for area job seekers. Search Strategies, The Art of Networking, and Magnetic Resumes/Cover Letters will continue to be offered with the new addition of "Interviewing Techniques". [Click here](#) for more information and the 2008 schedule.

Interviewing Techniques:

Dewey & Kaye is pleased to offer this Career Development Center workshop for job seekers. This workshop will teach you the elements of effective job interviewing. It will give you tips and techniques on how to answer interview questions in a clear, concise manner. Call to reserve your spot in this FREE upcoming workshop which will be held on Tuesday, August 12, 2008 from 12:00 – 2:00 at Dewey & Kaye. Space is limited, so please contact Linsey Marshall at lmmarshall@deweykaye.com or 412-434-1335 to reserve your spot. [Click here](#) to view a schedule of upcoming workshops.

Announcements

Benevon: Engaging Your Board in Creating Sustainable Funding

Presenter: Laura Fixler

Date: Wednesday, September 17, 2008

Time: 10:00 am – 12:00 pm

Location: Dewey & Kaye

Cost: No Fee to Attend

For more information, [click here](#).

Nominate an outstanding volunteer to be a Community Champion!

Do you know a selfless individual that gives their time and energy to help others? Nominate him or her for the Pittsburgh Post–Gazette's Community Champions award. [Click here](#) for details and a nomination form. www.post-gazette.com/jefferson/

About Dewey & Kaye

Since 1992, Dewey & Kaye, a division of McCrory & McDowell, has been providing consulting expertise to nonprofits, foundations, associations and government agencies, enabling them to carry out their missions in the face of formidable challenges. Dewey & Kaye combines considerable expertise in nonprofit consulting with financial acuity to offer the highest quality and most complete range of services to organizations. Our services include strategic and business planning, executive search, interim management services, succession planning, facilitation and training, organizational assessment, and leadership development.

For more information on our services, please visit our website at www.deweykaye.com or contact Jessica Obergas at 412.434.1335.

To view past issues of Mosaic, please click on the appropriate date: [July 2008](#), [June 2008](#), [May 2008](#), [April 2008](#), [March 2008](#), [February 2008](#), [January 2008](#), [December 2007](#), [November 2007](#), [October 2007](#), [September 2007](#)



The Dewey & Kaye division of McCrory & McDowell LLC provides strategy development, planning, financial sustainability, facilitation, training and executive search services to help nonprofits, foundations, community collaboratives and government agencies address strategic, operational and administrative issues.



Founded in 1951, McCrory & McDowell LLC today ranks as one of the largest accounting and consulting firms in the region, offering a wide range of services through distinct, but integrated groups that include Dewey & Kaye, Diversified Medical Management, Three Rivers Institute, and McCrory & McDowell's accounting, tax, and business consulting practices.

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