

PERSONAL SERVICES CONTRACT OPPORTUNITY ANNOUNCEMENT

POSITION: Peace Corps Medical Officer (PCMO)
OPENING DATE: August 7, 2026
CLOSING DATE: September 7, 2026
WORK HOURS: Full Time – 40 Hours Minimum/Week
COMPENSATION RANGE: 23,670,782 AMD annually (gross), plus benefits

The United States Peace Corps seeks a Medical Doctor to serve as a personal services contractor (PSC) Peace Corps Medical Officer (PCMO) based in Armenia. The PCMO will provide health care to U.S. Peace Corps Volunteers in Armenia and will work under the supervision of the Peace Corps Armenia Director in Armenia and the Peace Corps Office of Health Services in Washington, DC.

Duties include:

- Routine primary health care to Peace Corps Trainees and Volunteers including treatment of common illnesses and injuries in accordance with Peace Corps technical guidelines
- Individual short-term counseling on disease prevention, adjustment issues, stress management and cross-cultural problems
- Response to emergency medical situations
- Member of Senior Peace Corps staff in Armenia
- Ability to conduct trainings on health-related issues
- Site visits to Peace Corps Volunteers throughout Armenia
- Administrative tasks of the medical office including budget management
- Inventory of medical supplies and equipment
- Mentoring and on-the-job training of other PCMOs
- Provide and coordinate sexual assault prevention and response
- Alternate 24 hour on-call duty with the other medical office staff
- Perform other duties as assigned

See attached **Statement of Work** for complete description of responsibilities.

This is a local advertisement. Preference will be given to the candidates who have applied to this local advertisement who are citizens of Armenia or who are permanent residents of Armenia with proper and current authorization to work in Armenia at the time of application.

Peace Corps may select one or more PCMO PSCs from the applications received in response to this announcement or may decide not to fill any PSC positions. All PSC positions are subject to the availability of funds and continued need.

The anticipated personal services contract(s) will be for a one-year period with up to three (3) or four (4) option years, exercisable based on satisfactory performance, availability of funds, and continued need. The work schedule will be on a full-time basis (a minimum working schedule of 40 hours per week), with after-hours, weekend, holiday, and on-call responsibilities.

Minimum Qualifications and Requirements:

- The applicant is a graduate of an accredited medical school (MD), must be a graduate of a school listed in this link, Foundation for Advancement of International Medical Education and Research: <https://search.wdoms.org/>
- The applicant has a current license, registration or certificate in Armenia, the United States, or the provider's Armenia of training to practice their profession (physician).
- Minimum 2 years of recent relevant clinical experience in primary care as an independent practitioner (after internship and/or residency)
- The applicant must have a minimum of 2 years of experience in providing health education.
- The applicant must have experience in providing emotional support and short-term counseling.
- The applicant must have experience in training design and presentation of health-related material.
- The applicant must be willing to travel to sites in Armenia and overseas.
- The applicant must have knowledge of Microsoft Word, Excel, Outlook.
- The applicant must be able to obtain a United States of America visa.
- The applicant must be fluent in oral and written English in the application and interview - The applicant must have a Language Proficiency of **Level 4 or higher of English language** proficiency according to the Interagency Language Roundtable <http://www.govtilr.org>
- The applicant must have a Language Proficiency of **Level 5 Armenian language** proficiency according to the Interagency Language Roundtable <http://www.govtilr.org>
- The applicant has no unfavorable actions related to medical malpractice, clinical privileges, state license (if United States Practitioner), etc.
- All submitted documents must be in English or translated into English.

PCMO PREFERRED QUALIFICATIONS

- 1) The applicant has recent experience in providing gynecological care (speculum, bimanual, external exams, specimen collection)
- 2) The applicant has experience in the management and administration of a health unit.
- 3) The applicant has experience working with international organization(s).

Application Process and Requirements:

By the closing date/time identified above, interested applicants for this position must submit the following items as attachments to an e-mail to: am-vacancy@peacecorps.gov. Please, mention in the subject line: **Peace Corps Medical Officer (PCMO).**

- A completed and signed **PCMO Application Form** (blank form attached)
- **Resume or CV MUST include** a detailed description (see details below) of ALL work experience over the past ten years, accounting for any period of unemployment longer than three months.
 - The detailed description of the work experience must include the following information:
 - Full Description of Duties and Responsibilities for Each Position
 - Start and End Dates for Each Position Held
 - Salary for Each Position
 - Number of Persons Supervised
 - Full or Part Time Position
 - Reason for Leaving
 - Names and Telephone Numbers of Supervisors
 - Volunteer Positions
 - Languages Spoken
 - Experience in:

- providing health education (including location and date)
 - providing emotional support and short-term counseling
 - training design and health-related presentation
 - recent experience in providing gynecological care, if applicable
 - managing/administering a health unit, if applicable
 - working with international organizations, if applicable
- If applicable, explanation for periods of unemployment >3 months
- **Photocopy of Professional Medical License.**
 - If the license does not have an expiration date, written confirmation must be submitted directly from the issuing authority. Please note, if a license is not required, rather, the medical diploma is the license to practice, written confirmation, issued directly from the professional medical board, Ministry of Health or other appropriate regulatory authority establishing that the candidate is properly credentialed for medical practice, is required.
- A completed **PCMO Applicant Skills Survey** (blank survey attached)
- A completed and signed **Privileging Form** (blank form attached; the applicant must complete the version of the form that corresponds with their professional qualifications)
- A copy of **Diploma** from Medical School
- **Verification of degree** (form attached)
- **Three Letters of References or Reference Forms** (following requirements in **PCMO Application Form**),
 - Note: one of whom is or was your immediate supervisor and at least two must be from medical colleagues who have directly observed your work in a clinical setting, addressing applicant's clinical skills.
 - All references must have worked with the applicant and be written within the past two years, include full name and credential, current professional capacity, institution name and location, position/relation to candidate, dates working with candidate, signature of reference and stamp (if applicable).
 - If submitting a Letter of Reference, please include the following information: past performance information, which may include information on both hard skills (i.e. technical experience and expertise, quality and timeliness of work product produced, etc.) and soft skills (i.e. professional judgment, professional demeanor, leadership abilities, ability to work as a member of a team, etc.).

Peace Corps does not accept responsibility for technical issues or glitches that cause application materials to be received past this closing date/time.

Note: All documents must be in English. Official translation is not required.

***Please contact us in case you have not received the message below after submission of your electronic application.**

"Thank you for your application to our opening at Peace Corps Armenia.

Your application has been successfully received.

Please note that only candidates who are selected for interviews will be contacted.

Thank you."

Only the application materials of those candidates that have submitted a **complete application package** by the deadline and who have been found to have met all of the minimum qualifications and requirements stated

above will move further along in the evaluation process. Only those invited to an interview/Written Exam will be contacted.

Additional steps in the evaluation process include:

- A further evaluation of the submitted application materials.
- Completion of a Written Exam (if applicable).
- Completion of one or more interview(s), which will cover, at a minimum:
 - The applicant's training, skills, and/or experience in the areas specified in the Statement of Work.
 - The applicant's accuracy and/or style when responding to scenarios and/or problem statements.
 - The applicant's English proficiency and professional comportment during the interview.

Please note that:

- Peace Corps reserves the right to not evaluate the application of or to withhold an offer of a personal services contract to an individual that has a history of poor past performance or conduct as a Peace Corps Trainee, Volunteer, or staff member (USDH, PSC, or FSN).
- Peace Corps reserves the right to withhold an offer of a personal services contract to an individual that is a relative or household member of a current Peace Corps staff member. Individuals who have current or prior connections with intelligence activities or agencies through employment, related work, or even family relations may be ineligible for a personal services contract.
- Peace Corps will not discriminate against an applicant because of that person's race, color, religion, sex, national origin, age (40 or older), disability, or other bases provided for under the Peace Corps Manual Section 653 – Equal Employment Opportunity and Affirmative Employment, or history of participation in the Peace Corps discrimination complaint process, which arise in connection with their employment outside of the United States.
- The selected individual will be required to follow any workplace health and/or safety rules indicated for their position – including complying with any medical and/or training requirements specified for their position in accordance with public health and/or occupational health or safety policies. This may require the individual to submit to a medical evaluation/examination, submit proof of required vaccinations, or submit other medical information to the Peace Corps or another US Government Agency both prior to contract award and/or during the period of performance of the contract.
- The individual may be asked to complete one or more temporary duty assignments at other Peace Corps posts, transfer to another Peace Corps post, or to complete a detail with another USG Agency, a Peace Corps Headquarters office, or with a post other than the post of assignment. As part of an approved detail, the individual may be requested to perform work that may be specifically in line with or may add to the duties stated in the contract.
- Contract award will be contingent on several items, to include:
 - a. The applicant's successful completion of a background security investigation and issuance of a security certificate.
 - b. The applicant's successful completion of a physical examination by a doctor and issuance of a medical certificate.

Files attached to this announcement include the following:

- PCMO Statement of Work
- PCMO Application Form
- PCMO Applicant Skills Survey
- PCMO Privileging Form
- Verification of Degree Form

All forms to be emailed to am-vacancy@peacecorps.gov