





The Greater Kansas City [FIED]ERAN IENTECUMINA BOARD

Created to Increase the Economy and Effectiveness of Federal Programs and Foster Community Outreach
726 Minnesota Avenue, Kansas City, Kansas 66101 (913) 236-3801

Dear Students and Teachers:

We are pleased to share with you our *Federal Educational Resources Directory*. It is designed to assist you in identifying and accessing information about Federal agencies and their programs that might be of value in your curriculum, school projects or special programs.

Most of the 123 regional Federal agencies located in Kansas City serve Missouri, Kansas, Nebraska and Iowa. These agencies have numerous educational and informational resources, and the resources of a select number of those agencies are outlined in the following pages of this *Federal Educational Resources Directory*. We have also included career occupations and described how to apply for Federal employment.

The Directory is a product of the Federal Executive Board's Public -- Private Sector Subcommittee which leads the Federal Government's school -- community partnership effort. The FEB is made up of agency executives that coordinate humanitarian and public service activities within the Federal community and Kansas City metropolitan area.

We would like to acknowledge the special contributions of a number of organizations:

- The Environmental Protection Agency, Office of Public Affairs for the concept and compilation of contributed material and cover design
- The Federal Aviation Administration and A•S•K Associates for the typesetting and layout
- The Office of Human Development Services for management of the project
- The members of the Federal Executive Board's Public -- Private Sector Subcommittee for the concept and execution of the project
- And the members of the Federal Executive Board for their funding support.

We hope that new partnerships will result from your use of this Directory and that the information will be helpful to you in the teaching and learning process.

Sincerely,

Cynthia A. Hillman, Chairman Federal Executive Board

yrthia Hillman

Linda J. Carson, Chairman

Public – Private Sector Subcommittee

HOW TO USE THIS DIRECTORY

Every Federal agency in the Kansas City area that submitted a tabulation of educational resource materials and services to the FEB is listed in this book in alphabetical order.

Each agency listed a contact and a brief mission description, as well as a chart describing their available educational resources by grade level and category. Once you find the agency, or agencies, from which you wish to obtain information, contact them to enrich the learning process in the classroom.

If you are doing research, or just looking for information, and unsure which Federal Agency to contact, you can call the National Federal Information Center, P.O. Box 600, Cumberland, Maryland 21501-0600 (toll-free 1-800-735-8004). The Federal Information Center has informative literature; federal forms; and information on copywriting, patenting and registration of trademarks.

To obtain Federal publications locally, visit or contact the Government Book Store, 5600 East Bannister Road, Kansas City, Missouri, 64131 (816-765-2256).

For additional guides or information contact the FEB, 726 Minnesota Avenue, Kansas City, Kansas, 66101, (913) 236-3801.

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FEDERAL EMPLOYMENT OPPORTUNITIES

Each year the Federal government hires more than 300,000 people. Few other employers can match the advantages that working for America has to offer. Working for the Federal government presents a wide range of challenges with the potential to affect the lives of many people. The very scope of the government creates an environment that encourages creativity and professional growth while providing for the security, safety, and well being of the American people.

Most Federal positions are in the competitive service. This means that applicants must compete with one another by means of a written test and/or evaluation of the applicant's experience and education. This competitive process is administered by the U.S. Office of Personnel Management. Competitive positions may be found in national parks, hospitals, laboratories, shipyards, offices and many other locations. Most jobs that exist in the private sector may also be found in Federal service.

For those interested in Federal service immediately after high school, the most common avenue to gain entry into the Federal service is through the Clerical and Administrative Support examination. Many employees in top jobs in the Federal government began their careers in clerical and administrative support positions. The best opportunities are available for Clerks, Grades 2 through 4, and Secretaries, Grades 3 and 4.

For those going on to college, entry level professional, technical and administrative positions are commonly filled through the "Administrative Careers with America Examination." This program offers the chance to compete for challenging entry level jobs that exist throughout the government. Opportunities for employment vary among occupational groups. Projections are that the greatest number of future employment opportunities will be in the following occupational areas: Business, Finance and Management; Personnel Administration and Computers; Benefits Review; Tax and Legal; and Law Enforcement and Investigations. A comprehensive list of Federal service occupations and the college majors necessary to qualify for the positions is listed in this directory to help the reader select a college major suitable for related government positions or occupations.

Weekly, the U.S. Office of Personnel Management publishes job opportunities available in the competitive service. The Federal Job Opportunity Listing provides a list of current competitive positions for which applications are being accepted. This listing is available at Federal Job Information Centers, College Placement Offices, and local State Employment Service Offices. The list contains position announcements, where to write for application forms, and additional information. The phone numbers and addresses of the Federal Job Information Centers are in your telephone directory under "Government." The K.C. metro area office is located at 601 E. 12th Street, 1st floor, Kansas City, Missouri.

Exciting job opportunities await graduates (high school and college) in a variety of fields of interest. Within the Federal government there are opportunities to achieve goals, apply skills and fulfill interests. Whatever the field, the U.S. Government can provide an opportunity for employment.

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Bureau of Alcohol, Tobacco and Firearms (ATF)

811 Grand Avenue, Room 106 Kansas City, Missouri 64106

Contact: Operations Officer Phone: (816) 426-7188

The Bureau of Alcohol, Tobacco and Firearms has a unique opportunity to deter violent crime because of its varied jurisdiction. ATF special agents investigate violations of Federal explosive laws, including most bombings and many arson-for-profit schemes affecting interstate commerce. ATF also investigates violations of Federal firearms laws in an effort to prevent illicit trafficking, illegal possession and criminal use of firearms including their use in narcotics trafficking.

ATF is a participating agency in the U.S. Treasury Department Drug Demand "Project Outreach" program. Special Agents from the agency will take time to address audiences and explain the impact of drug abuse and suggest ways you can help support your community in the crusade against drugs.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College/ Civic	
Speakers	•	•	•	•	
Audiovisuals	•	•	•	•	
Publications					
Field Trips (tours)					
Tech. Assist.			•	•	
Classes/ Programs	•	•	•	•	
Categories				,	
Drug Demand Reduction	•	•	•	•	
Firearms			•	•	
Explosives				•	

Bureau of Apprenticeship and Training (BAT)

911 Walnut Street, Room 1100 Kansas City, Missouri 64106

Contact: Regional Director Phone: (816) 426-3856

The Bureau of Apprenticeship and Training (BAT) is an agency of the U.S. Department of Labor. The Bureau's mission is to plan, develop and administer a program for the promotion, development and support of apprenticeship and related industrial training. The Bureau is striving to interest America's youth in obtaining skills to perform demanding jobs which will improve the Nation's ability to compete.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College/ Civic	
Speakers		•	•	•	
Audiovisuals		•	•	•	
Publications		•	•	•	
Field Trips (tours)					
Tech. Assist.		•	•		
Classes/ Programs					
Categories	·	· · · · · · · · · · · · · · · · · · ·			
Apprenticeship				•	
On-The-Job Training				•	

Bureau of Labor Statistics (BLS)

911 Walnut Street, Room 1604 Kansas City, Missouri 64106

Contact: Regional Commissioner Phone: (816) 426-2481

The Bureau of Labor Statistics (BLS) Regional Office in Kansas City covers a ten state region including: Colorado, Iowa, Kansas, Missouri, Montana, Nebraska, North Dakota, South Dakota, Utah and Wyoming. BLS is the principle data-gathering agency in the broad field of labor economics. BLS collects, analyzes and provides information to the public pertaining to labor-related issues such as employment, price and living conditions, wage and industrial relations, productivity, occupational safety and health, structure of the economy, poverty and related socio-economic issues.

The Bureau of Labor Statistics' occupational outlook program provides a wealth of information to students faced with making career choices as well as to career guidance professionals. BLS provides speakers and materials dealing with a wide array of career and work-related topics.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College, Civic	
Speakers		•	•	•	
Audiovisuals					
Publications		•	•	•	
Field Trips (tours)					
Tech. Assist.		•	•	•	
Classes/ Programs		•	•	•	
Categories					
Job Outlook	······································		•	•	
Industrial Employment Projects				•	
Wage Developments				•	
Consumer Price and Expenditure Data				•	
Productivity				•	
Counseling/Guidance Publications			•	•	
OSHA Record Keeping				•	

Combined Arms Command

Building 198

Fort Leavenworth, Kansas 66027-5050

Phone: (913) 684-5605

Contact: Public Affairs Office

The Combined Arms Command and Fort Leavenworth was established in 1827 by Colonel Henry Leavenworth. Fort Leavenworth, being centrally located along the Missouri River, achieved early prominence as an administrative and logistical center for frontier activities. Today Fort Leavenworth is home to the Army's Combined Arms Command, which consists of: the U.S. Army Command and General Staff College - the Army's Senior Tactical School; the Combined Arms Combat Development Activity - which focuses on how the Army should be organized, equipped and how it should fight now, and in the future; and, the Combined Arms Training Activity - which integrates Army doctrine and training.

Also located at Fort Leavenworth is the U.S. Disciplinary Barracks, the only maximum security military prison; the TRADOC Analysis Command - a research and analysis center for combat and training developments; and the Headquarters of the 35th Infantry Division, a five-state Army National Guard mechanized division.

	K-6	Junior High	High School	College, Civic
Speakers		•	•	•
Audiovisuals				
Publications	•	•	•	•
Field Trips (tours)	•	•	•	•
Tech. Assist.				
Classes/ Programs		•	•	•
Categories				
Fort's History		•	•	•
Strategic Areas of the World		•	•	•
Army Doctrine		•	•	•
Officer Education		•	•	•
Combat Developments			•	•
Training				

Employment and Training Administration (ETA)

911 Walnut Street, Room 700 Kansas City, Missouri 64106

Phone: (816) 426-3796

Contact: Deputy Regional Administrator

The Region 7 Employment and Training Administration (ETA), within the Department of Labor, in conjunction with State Employment Security Agencies, administers the Unemployment Insurance Program, designed to pay benefits to qualified workers who are unemployed and looking for work, and assists the unemployed, or persons seeking new or better jobs, by providing counseling and placement services.

In partnership with the States, ETA also funds training programs, through the Job Training Partnership Act, for unskilled, economically disadvantaged or long-term unemployed individuals, that will enhance their employability and improve their earning capacity.

ETA also reviews applications for the employment of aliens within the United States and ascertains the availability of qualified U.S. workers to fill positions requested to be filled by alien workers. In addition, Labor Market Information is coordinated by ETA and provided to inquirers seeking employment/unemployment data, occupational wage data, and occupational information.

	K-6	Junior High	High School	College Civic
Speakers	•	•	•	•
Audiovisuals		•	•	•
Publications			•	•
Field Trips (tours)				
Tech. Assist.				
Classes/ Programs			•	•
Categories				
Unemployment Insurance			•	•
Employment Services		•	•	•
Labor Economics			•	•
Occupational Outlook		•	•	•
Workforce Projections		•	•	•

Family Support Administration

601 East 12th Street Room 515 Kansas City, Missouri 64106

Phone: (816) 426-2806

Contact: Regional Administrator

Within the Department of Health and Human Services, the Family Support Administration (FSA) is responsible for programs which strengthen the American family, especially low-income families. There are four major programs in the Family Support Administration.

- * Aid to Families with Dependent Children (AFDC)
 AFDC is the largest cash assistance program serving needy families with children.
 Eligibility is based on the needs, income and resources of the family.
- * Job Opportunity and Basic Skills Training Program
 An education and training program aimed at AFDC families, to provide a method of avoiding long-term dependence on welfare.
- * Child Support Enforcement
 A Federal/State/local effort to locate absent parents, establish paternity when necessary, and establish and enforce legal orders for support.
- * Refugee and Entrant Assistance
 A program to assist refugees in becoming employed and self-sufficient. A major emphasis is on increasing refugee employment and reducing welfare dependency.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers		•	•	•	
Audiovisuals			•	•	
Publications		•	•	•	
Field Trips					
Tech. Assist					
Classes/ Programs	_				
Categories					
AFDC		•	•	•	
Jobs		•	•	•	
Child Support		•	•	•	
Refugee Resettlement		•	•	•	

Federal Aviation Administration (FAA)

601 East 12th Street, Room 1501 Kansas City, Missouri 64105

Contact: Office of Public Affairs Phone: (816) 426-5449

The Federal Aviation Administration (FAA) is an agency of the United States Department of Transportation. Since 1976, it has been the FAA's policy to support awareness of aviation with a focus on the general public through partnerships with the private sector, states and communities; pilots and mechanics organizations; as well as public and private schools.

Through an Aviation Education Program, FAA aims to promote aviation awareness in a society which understands and respects the economic importance of aviation at all levels. The program is designed to interest America's youth in aviation careers and provide a steady flow of skilled professionals into all segments of aviation to maintain America's continuing pre-eminence in world aviation. The FAA conducts educational programs throughout the country, including: free materials for teachers and students (K-12); speakers and role models from various aviation career fields; access to audiovisuals on aviation and space subjects; exposure to aviation facilities and equipment.

EDUCATIONAL RESOURCES				
	K-6	Junior High	High School	College/ Civic
Speakers	•	•	•	•
Audiovisuals	•	•	•	•
Publications	•	•	•	•
Field Trips (tours)	•	•	•	•
Tech. Assist.	•	•	•	•
Classes/ Programs	•	•	•	•
Categories				
Flight Science	•	•	•	•
Flight History	•	•	•	•
Global Airways	•	•	•	•
Air Traffic Control	•	•	•	•
Aviation Language	•	•	•	•
Aviation Economics	•	•	•	•
Aviation Regulations	•	•		

Federal Communications Commission

8800 E. 63rd Street, Room 320 Kansas City, Missouri 64133

Phone: (816) 926-5111

Contact: Public Affairs Specialist

The Federal Communications Commission was established with the passage of the Communications Act of 1934. The Commission was given the responsibility of regulating radio and telephone communications. This includes radio, television, two-way radios, wire, satellite and cable. It is an independent agency and is directly responsible to Congress.

The Commission is directed by five Commissioners, appointed by the President and confirmed by the Senate, for 5-year terms.

The Kansas City Field Office covers the states of Kansas, Iowa and Missouri. The staff consists of two staff engineers, two public affairs specialists, two support personnel and an administrative engineer.

The Commission's objective is to assure the proper and responsible use of the airwaves by licensees, listeners and users.

EDU	CATIONAL R	RESOURCES		
	K-6	Junior High	High School	College, Civic
Speakers		•	•	•
Audiovisuals				
Publications	•	•	•	•
Field Trips (tours)				
Tech. Assist.			•	•
Classes/ Programs		•	•	•
Categories				
Broadcast (AM, FM, TV)		•	•	•
Personal Radio (CB, Amatuer)		•	•	•
Two-Way Radio (Police, Fire, Busin	ess)	•	•	•

Federal Highway Administration (FHWA)

P.O. Box 419715 Kansas City, Missouri 64141

Contact: Office of Public Affairs Phone: (816) 926-7564

The Federal Highway Administration is a component of the Department of Transportation and is responsible for administration of the Federal-aid Highway Program. States, through their transportation departments, initiate, plan, design, construct, and establish their own priorities regarding the development of highway projects. FHWA officials provide technical assistance and grant approvals at key stages of project development if the project complies with applicable Federal laws and regulations.

FHWA officials are concerned with all aspects of highway development, with particular interest in: coordination with officials of other transportation systems; the environment; highway safety; and research. The Federal Highway Administration exercises Federal regulatory jurisdiction over the safety performance of all commercial motor carriers engaged in interstate or foreign commerce. Revenues derived from special taxes on highway users are deposited into the Highway Trust Fund to meet the Federal share of highway program costs.

EI	DUCATIONAL I	RESOURCES		
	K-6	Junior High	High School	College, Civic
Speakers	•	•	•	•
Audiovisuals	•	•	•	•
Publications	•	•	•	•
Field Trips (tours)				
Tech. Assist.				
Classes/ Programs				
Categories				
Highway Construction	•	•	•	•
Environment	•	•	•	•
Technology Transfer	•	•	•	•
Research	•	•	•	•
Real Estate	•	•	•	•
Bridges	•	•	•	•
Legal	•	•	•	

Federal Reserve Bank

925 Grand Avenue Kansas City, Missouri

Phone: (816) 881-2569

Contact: Office of Public Affairs

The Federal Reserve Bank of Kansas City is one of 12 regional Reserve Banks which, together with the Board of Governors in Washington, D.C., comprise the nation's central bank. The Federal Reserve is responsible for formulating and conducting monetary policy, supervising banks and bank holding companies, and providing certain financial services to depository institutions, the federal government, and the public.

Since 1914, the Federal Reserve Bank of Kansas City and its branches in Denver, Oklahoma City, and Omaha have served the Tenth Federal Reserve District. The District includes Colorado, Kansas, Nebraska, Oklahoma, Wyoming, the northern half of New Mexico, and the western third of Missouri.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers				•	
Audiovisuals					
Publications				•	
Field Trips (tours)			•	•	
Tech. Assist.					
Classes/ Programs					
Categories			· · · · · · · · · · · · · · · · · · ·		
Economics				•	
Money and Banking				•	
Federal Reserve System			•		
Check Processing			•		
Cash Processing			•		

General Services Administration

1500 East Bannister Road Kansas City, Missouri 64131-3088

Contact: Business Services Officer Phone: (816) 926-7203

The General Services Administration is the federal government's major source of supplies, space, telecommunications, and property disposal. The Kansas City Regional Office of GSA oversees activities in the four states of Missouri, Kansas, Nebraska, and Iowa.

K-6	Junior High	High School	College, Civic
Speakers	•	•	
Audiovisuals	•	•	•
Publications	•	•	•
Field Trips (tours)	•	•	•
Tech. Assist.			
Classes/ Programs		_	
Categories		•	
Selling to the Federal Government	•	•	•
Careers Managing Federal Buildings/Space	•	•	•
Step National Payroll Center in K.C./Finance	•	•	•
Fleet Management ("Motor Pools")	•	•	•
Buying Surplus Federal Property	•	•	•
Leasing Space for U.S. Government	•	•	•
Telecommunications	•	•	•
Auomated Data Processing	•	•	•

Harry S. Truman Library

1200 N. McCoy

Independence, Missouri 64050

Phone: (816) 833-1400

Contact: Museum Tour Office

The Harry S. Truman Library is one of eight Presidential Libraries administered by the National Archives and Records Administration. The Library consists of a public museum and research archives containing more than 13 million pages of manuscript material, including 5 million pages from the Truman Administration White House Files, still photographs, motion pictures, audio recordings, books and other materials. No fee is charged for admission to the research facilities. However, persons who wish to use the collections should make advance written application to the Director.

Museum admission is \$2.00 for all persons over 15 years of age except students in organized tour groups for whom application has been made in advance. The museum is open each day from 9 to 5 with the exception of Thanksgiving, Christmas and New Year's. Listed under categories are the subject fields and some of the permanent exhibits that would be of interest to students. Educational information is available for teachers.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College, Civic	
Speakers			·- ·		
Audiovisuals					
Publications					
Field Trips (tours)	•	•	•	•	
Tech. Assist.					
Classes/ Programs					
Categories					
American History	•	•	•	•	
Truman Period	•	•	•	•	
Truman Biography	•	•	•	•	
Presidency	•	•	•	•	
Reproduction of Oval Office	•	•	•	•	
Thomas Hart Benton Mural	•	•	•	•	
Courtyard Gravesite	•	•			

Harry S. Truman National Historic Site

223 North Main Street Independence, Missouri 64050-2804

Contact: Superintendent Phone: (816) 254-2720

Harry S. Truman National Historic Site was authorized by Congress on May 23, 1983, to, "preserve and interpret, for the inspiration and benefit of present and future generations, the former home of Harry S. Truman, thirty-third President of the United States." The National Park Service manages the .78 acre, 14 room Victorian home located at 219 North Delaware Street in Independence, Missouri. The home served as the "Summer White House" from 1945 to 1953, as well as the Trumans' retirement home.

The National Park Service provides interpretive services such as guided tours of the Truman home, educational programs for school groups, walking tours of the Truman neighborhood, free informational materials and off-site speakers. Information and material is available not only about the Truman home, but the National Park Service as well. The National Park Service is also involved in the national "Take Pride in America" campaign.

EDUCATIONAL RESOURCES				
	K-6	Junior High	High School	College, Civic
Speakers	•	•	•	•
Audiovisuals	•	•	•	•
Publications				
Field Trips (tours)	•	•	•	•
Tech. Assist.	•	•	•	•
Classes/ Programs	•	•	•	•
Categories				
Harry S. Truman	•	•	•	•
National Park Service	•	•	•	•
Wildland Fire	•	•		

Internal Revenue Service

Taxpayer Service Education 1114 Market Street St. Louis, Missouri 63101

Phone: (800) 424-1040

Contact: Taxpayer Educational Coordinator

The Internal Revenue Service (IRS) is the largest bureau within the U.S. Treasury Department. Its mission is to encourage and achieve the highest possible degree of voluntary compliance with tax laws and regulations. This is accomplished through effective communication programs which build public confidence in the efficiency and integrity of the Service.

Through the Taxpayer Education Office, programs are available to the public on various tax matters, starting with "Understanding Taxes" for high school students to seminars for CPA's and attorneys. The Volunteer Income Tax Assistance (VITA) provides training and assistance to college and community groups to help others prepare their tax returns. Outreach provides speakers on a variety of tax topics. Current tax issues are addressed to meet the needs of each group. It's Best and Small Business Workshops assist the new small business owner as well as provide quarterly workshops for the established small business.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers			•	•	
Audiovisuals			•	•	
Publications			•	•	
Field Trips (tours)					
Tech. Assist.				•	
Classes/ Programs			•	•	
Categories					
Understanding Taxes			•		
Volunteer Income Tax Assistance (VI	TA)			•	
Outreach				•	
It's Best				•	
Small Business Workshops				•	

IRS

Kansas City Service Center 2306 East Bannister Road Kansas City, Missouri 64131

Phone: (816) 926-6967

Contact: Office of Public Affairs

The IRS Kansas City Service Center was established as a pilot Center in 1955 and now is the oldest of ten tax return processing centers in the nation. Each Center is responsible for processing individual, business, excise, estate, gift and other tax returns and documents of the citizens of this country. The Kansas City Service Center processes more than 23 million tax returns and more than 47 million letters each year for taxpayers in Illinois, Wisconsin, Iowa, Minnesota and Missouri. The Center's staff is a part of the largest employer in the metropolitan area, the Federal Government, and it employs more than 5,500 during its peak season.

The Kansas City Service Center is a tax administration agency, but also has within its culture, the belief that service to customers must be a prime objective within the IRS mission. In addition to the mission and an obligation to the taxpayers of this country, the employees of the Center are an integral part of the communities in which they work and live. Their presence is felt through the Combined Federal Campaign, Emergency Food Pantries, March of Dimes Walk-A-Thon, community and church organizations and other individual and group volunteer efforts.

EDUCATIONAL RESOURCES				
	K-6	Junior High	High School	College Civic
Speakers			•	•
Audiovisuals			•	•
Publications			•	•
Field Trips (tours)			•	•
Tech. Assist.			•	•
Classes/ Programs			•	•
Categories				
Processing Tax Returns			•	•
Careers with the IRS			•	•
History of Taxes			•	•
IRS Modernization				•
Tax Administration				•

Job Corps

911 Walnut Street, Room 1102 Kansas City, Missouri 64106

Phone: (816) 426-3661

Contact: Outreach Screening and Placement Specialist

The Job Corps is a U.S. Department of Labor funded program operated through contractors, agencies, and the U.S. Departments of Interior and Agriculture. It was established in 1964 and has enrolled over 1,250,000 youth. Today, there are approximately 40,500 enrolled in the program at 105 centers.

Under Title IV of the Job Training Partnership Act (JTPA), Job Corps is designed to serve disadvantaged young men and women, age 16, but not yet 22, who are both in need of, and can benefit from the wide range of services provided. Job Corps conducts training and education at three types of facilities: Civilian Conservation Centers (CCC's), Contract Centers and Extension Programs.

The training services include: vocational skills, education training leading to a High School Equivalency Diploma (G.E.D.), personal and vocational counseling, leadership training, placement services and pre-placement work experience.

	K-6	Junior High	High School	College Civic
Speakers		•	•	•
Audiovisuals		•	•	•
Publications		•	•	•
Field Trips (tours)		•	•	•
Tech. Assist.				
Classes/ Programs		•	•	•
Categories				
Vocational Skills		•	•	•
G.E.D.		•	•	•
Vocational Counseling		•	•	•
Leadership Training		•	•	•
Job Placement		•	•	•

Marine Corps Finance Center

1500 Bannister Road Kansas City, Missouri 64197

Contact: Public Affairs Officer Phone: (816) 926-7210

The Marine Corps Finance Center is responsible for the payment of all active duty, reserve, and retired Marines. The center is responsible for designing, improving and updating, as necessary, the pay portion of the automated Marine Corps pay and manpower management computer system and applicable accounting systems. The center pays public bills and civilian payrolls for Marine Corps operations in the Kansas City area and provides military and civilian personnel administration, legal assistance, logistics support and other related support to area Marines. The center manages and maintains 240 units of Department of Defense family housing at Richards Gebaur airport in support of all branches of the armed services.

The Marine Corps Finance Center is keenly aware of the impact our nation's youth will have on the future and has a wide range of military and civilian positions represented in the center that are applicable job role models.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College, Civic	
Speakers	•	•	•	•	
Audiovisuals	•	•	•	•	
Publications					
Field Trips (tours)	•	•	•	•	
Tech. Assist.	•	•	•	•	
Classes/ Programs	•	•	•	•	
Categories					
Computer Pay Systems	•	•	•	•	
Pay Processes	•	•	•	•	
Marine Corps Careers	•	•	•	•	
Civilian Careers	•	•	•	•	
Accounting	•	•	•	•	

National Archives and Records Administration

2312 E. Bannister Rd. Kansas City, Missouri 64131

Contact: Education Coordinator Phone: (816) 926-6272

The National Archives Central Plains Region is one of twelve field branches of the National Archives which are located in major metropolitan cities throughout the United States. The National Archives is the collection of historical records, which documents American History from the first Continental Congress to the present. The mission of the Central Plains Region is to preserve federal government documents that are judged to have permanent value as records of our Nation's history and cultural heritage and to make these records available to the public. The records stored in the Archives come from a wide variety of government agencies and are an excellent educational resource for students (grade school through college). The National Archives Central Plains Region provides educational programs for students and teachers throughout Missouri, Kansas, Iowa and Nebraska. The programs focus on the holdings and uses of the National Archives. Original documents, microfilm, slide programs, tours and demonstrations are used to enhance the learning experience.

EDUCATIONAL RESOURCES				
	K-6	Junior High	High School	College/ Civic
Speakers	•	•	•	•
Audiovisuals	•	•	•	•
Publications	•	•	•	•
Field Trips (tours)	•	•	•	•
Tech. Assist.	•	•	•	•
Classes/ Programs	•	•	•	•
Categories				
Archives Orientation	•	•	•	•
Document Preservation		•	•	•
Genealogy	•	•	•	•
American History	•	•	•	•
Teacher Workshops	•	•	•	•
Film Series		•	•	•
Exhibits	•	•	•	•

National Computer Center

P.O. Box 419205 8930 Ward Parkway Kansas City, Missouri 64141

Phone: (816) 926-6516

Contact: Resource Management and Planning Staff

The National Computer Center at Kansas City (NCC-KC) provides a wide range of data processing services in support of the agricultural, economic, and food programs of the U.S. Department of Agriculture (USDA). The Center installs, operates and manages hardware, special and general utility software, and communications facilities to support the data processing needs of over 30 USDA agencies. The NCC-KC is currently one of the largest IBM and Honeywell mainframe centers in the United States.

Tours of our computer operations facilities are available to assist in the educational process to encourage student interest in the diversified and ever-growing, computer-related career fields.

EDUCATIONAL RESOURCES				
	K-6	Junior High	High School	College/ Civic
Speakers		_		
Audiovisuals				
Publications				
Field Trips (tours)		•	•	
Tech. Assist.				
Classes/ Programs				
Categories				
Data Processing		•	•	<u></u>
Computer Operations		•	•	
Telecommunications			•	

National Highway Traffic Safety Administration

6301 Rockhill Road Kansas City, Missouri 64131

Phone: (816) 926-7887

Contact: Regional Program Manager

The National Highway Traffic Safety Administration is responsible for the support of National goals and statutory responsibilities of the Secretary of Transportation with respect to the development and administration of programs that implement legislation designed to reduce automotive fuel consumption and motor vehicle crashes resulting in deaths, injuries, and economic losses, and to safeguard the motor vehicle buyers through regulation, research, information, and education.

	K-6	Junior High	High School	College Civic
Smootham		ces for these categ		
Speakers	<u>IOWA</u> Director, Bureau of Traffic Saf.		<u>KANSAS</u> Asst. Transp. Safe	tv Adm.
Audiovisuals	IA Dept, of Public Safety Wallace State Office Bldg.		Office of Traffic S KDOT, Thatcher	afety Ride
Publications	Des Moines, IA 50319 Phone: (515) 281-5524		217 S.E. 4th St. Topeka, KS 66603	•
Field Trips	1 Holle. (313) 201-3324		Phone: (913) 296-	3756
(tours)	<u>MISSOURI</u>		<u>NEBRASK</u>	<u> </u>
Tech. Assist.	Director, Dept. of		Admin, Nebraska	Highway
Classes/	Public Safety P.O. Box 1406		Safety Program (State House Static	on 94612
Programs	Jefferson City, MO 65102-1406 Phone: (314) 751-4161		Lincoln, Nebraska Phone: (402) 471-	2515
Categories				
Alcohol	•	•	•	•
Occupant Protection	•	•	•	•
Police Traffic Service	s	•	•	•
Emergency Medical S	Services •	•	•	•
Traffic Records				
Motorcycle/Bicycle S	afety	•	•	•
Pedestrian Safety	•	•	•	

National Labor Relations Board (NLRB)

5799 Broadmoor, Suite 500 Mission, Kansas 66202-2408

Contact: Regional Director Phone: (913) 236-2770

The NLRB is an independent federal agency established to administer and enforce the National Labor Relations Act which establishes rights of employees concerning their union and concerted activities and regulates labor-management relations between private sector employers and unions. Its two primary functions are to: (1) investigate, prosecute and remedy violations of the Act by employers and/or unions; and, (2) conduct secret ballot elections in which employees choose whether they wish to be represented by a union for purposes of bargaining collectively with their employer.

The NLRB recognizes the importance of students, as future employees, understanding the federal laws governing the workplace and their rights concerning collective bargaining for their terms and conditions of employment. This knowledge, particularly when gained at an early stage or prior to entering the workforce, would help alleviate many misconceptions and reduce conflict in the workplace.

		EDUCATIONAL RESOURCES				
· · · · · · · · · · · · · · · · · · ·	K-6	Junior High	High School	College/ Civic		
Speakers			•			
Audiovisuals						
Publications						
Field Trips (tours)						
Tech. Assist.						
Classes/ Programs			•			
Categories						
NLRB Procedures			•			
Current Labor Laws			•			
Conducting Elections			•			

Occupational Safety and Health Administration

911 Walnut Street, Room 406 Kansas City, Missouri 64106

Phone: (816) 426-5861

Contact: Asst. Regional Administrator

Region 7, Occupational Safety and Health Administration (OSHA) is an agency of the Department of Labor. OSHA was established as a regulatory agency under the OSH Act of 1970. It is authorized to conduct workplace inspections to determine whether employers are complying with standards issued by the Agency for safe and healthful workplaces. OSHA also enforces Section 5(a)(1) of the Act, known as the General Duty Clause, which requires that every working man and women must be provided with a safe and healthful workplace. Workplace inspections are performed by OSHA Compliance Safety and Health Officers who are knowledgeable and experienced in the occupational safety and health fields and who are trained in the OSHA standards and recognition of safety and health hazards. Similarly, states with their own Occupational Safety and Health Programs conduct inspections using qualified State Compliance Safety and Health Officers.

	K-6	Junior High	High School	College Civic
Speakers				
Audiovisuals	•	•	•	•
Publications	•	•	•	•
Field Trips (tours)				
Tech. Assist.				
Classes/ Programs				
Categories				
Record Keeping	_			•
Safety in the Workplace	•	•	•	•
Hazard Communications		•	•	•
All about OSHA	•	•	•	•
Role of the Area Office				•
Role of the National Office				

Office of Human Development Services

601 East 12th Street Room 384 Kansas City, Missouri 64106

Phone: (816) 426-3981

Contact: Regional Administrator

The Office of Human Development Services within the Department of Health and Human Services administers programs to improve the life situations of at-risk persons. They include young children and their families, youth, the elderly, and the developmentally disabled. Programs funded by HDS are designed to help assure that these persons become self-sufficient and able to live productive, fulfilling lives. The HDS staff provide leadership and technical assistance to programs funded and assure compliance with policy and laws governing the programs. Programs funded include: Head Start; child welfare services, including child abuse and neglect prevention and treatment; runaway and homeless youth shelters and services; services to the developmentally disabled; and a variety of services for the elderly. Staff consists of professionals in Early Childhood Development and Education, Social Work, Human Development, Sociology, Public Administration, Health Administration, Financial Management, and Automated Information Systems.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College, Civic	
Speakers	· - · · · · · · · · · · · · · · · · · ·	•	•	•	
Audiovisuals					
Publications		•	•	•	
Field Trips (tours)					
Tech. Assist.			•	•	
Classes/ Programs			•	•	
Categories					
Child Welfare		•	•		
Child Abuse		•	•		
Head Start		•	•		
Child Care		•	•		
Elderly Service		•	•		
Developmental Disabilities		•	•		
Youth Services		•	•		

Office of Personnel Management (OPM)

601 E. 12th Street, Room 131 Kansas City, Missouri 64106

Contact: Staffing Specialist Phone: (816) 426-5705

The U.S. Office of Personnel Management's overall mission is recruiting, examining, training, and promotion of outstanding, highly skilled, and dedicated people for the Federal Civil Service. Within the framework of merit, OPM ensures that the Federal government effectively hires, manages, and provides personnel services to its diverse workforce. OPM Area Offices in Wichita, Kansas; St. Louis, Missouri; and Kansas City, Missouri carry out OPM initiatives in Iowa, Kansas, Nebraska, and Missouri. The Federal Government offers exciting employment opportunitites. Along with an exceptional choice of careers, it offers diverse geographic locations, experience with advanced technologies, and a chance to grow professionally. Salaries and employee benefits are attractive and competitive.

	DUCATIONAL R	EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College/ Civic			
Speakers				•			
Audiovisuals							
Publications			•	•			
Field Trips (tours)							
Tech. Assist.							
Classes/ Programs							
Categories							
Federal Career				•			
Information			•	•			

Office of Surface Mining Reclamation and Enforcement

1103 Grand Avenue Kansas City, Missouri 64106

Contact: Field Office Director Phone: (816) 374-6405

The Office of Surface Mining Reclamation and Enforcement (OSM) was created as a regulatory agency by the Surface Mining Control and Reclamation Act of 1977. The Act established a coordinated effort between the States and the Federal Government to prevent the abuses that had occurred with coal mining in the past. Two major programs were created by the law - an environmental protection program to establish standards and procedures for approving permits and inspecting current surface coal mining and reclamation operations; and a reclamation program for abandoned mine lands, funded by fees that operators pay on each ton of coal mined, to reclaim land and water resources adversely affected by pre-Act coal mining. OSM provides speakers to schools and civic organizations at OSM field office locations to explain the agency's programs. Agency videos and brochures are used in the presentations to provide a better understanding of what the agency does.

EDUCATIONAL RESOURCES				
	K-6	Junior High	High School	College, Civic
Speakers	•	•	•	•
Audiovisuals	•	•	•	•
Publications	•	•	•	•
Field Trips (tours)	•	•	•	•
Tech. Assist.				
Classes/ Programs				
Categories		<u> </u>		
Mining Regulation			•	•
Land Reclamation			•	•
Types of Mining			•	

Office of the Comptroller of the Currency (OCC)

2345 Grand Avenue, Suite 700 Kansas City, Missouri 64108

Contact: District Training Officer

Congress created the Office of the Comptroller of the Currency during the Civil War. The National Banking Act of 1864 expanded the office to include a staff of national bank examiners to supervise, periodically examine and regulate the lending and investing activities of national banks. While the banking industry's methods and objectives have changed since its beginning, OCC's mission has not.

Phone: (816) 556-1828

The mission of the OCC is to foster the safety and soundness of the national banking system. OCC monitors national banks' compliance with the law and promotes the competitiveness, integrity and stability of financial services. OCC ensures that banks follow sound management principles.

Midwestern district examiners supervise banks in seven states: Kansas, Missouri, Iowa, Nebraska, North Dakota, South Dakota and Minnesota.

An active college recruitment program and cooperative education opportunities are offered. Through the district's outreach program, an understanding of banking and bank regulation is promoted.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers	•	•	•	•	
Audiovisuals					
Publications					
Field Trips (tours)					
Tech. Assist.					
Classes/ Programs	•	•	•	•	
Categories					
Money and Banking	•	•	•	•	
Bank Regulation			•	•	
Consumer/Credit			•	•	
Asset Quality				•	
Funds Management				•	
Bank Management			•	•	
Foreign Exchange					

Small Business Administration

911 Walnut Street Kansas City, Missouri 64106

Contact: Assistant Regional Administrator for Procurement Assistance Phone: (816) 426-5201

The U.S. Small Business Administration is mandated by Congress to encourage, assist and protect the interests of Small Business in the United States. This is accomplished by a variety of assistance efforts: financial assistance through a variety of loan programs; management assistance through numerous business development counseling and consulting resources; procurement assistance in the form of Federal "prime" and "subcontract" assistance; and minority business assistance provided by the Minority Small Business/Capital Ownership Development program. Region 7 covers the states of Iowa, Kansas, Missouri and Nebraska. Operation of these programs is accomplished by the Regional Office in Kansas City and through District Offices in Kansas City and St. Louis, Missouri; Wichita, Kansas; Omaha, Nebraska; Des Moines and Cedar Rapids, Iowa; and a Springfield, Missouri, branch office.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers		. "."	•	•	
Audiovisuals			•	•	
Publications			•	•	
Field Trips (tours)			•	•	
Tech. Assist.			•	•	
Classes/ Programs			•	•	
Categories					
Starting a Small Business		<u> </u>	•	•	
Financial Planning			•	•	
Marketing			•	•	
Financial Record Keeping			•	•	
Retail Theft Prevention			•	•	
International Trade			•	•	
Selling to the Federal Government				•	

Social Security Administration (SSA)

601 E. 12th Street, Room 436 Kansas City, Missouri 64106

Contact: Regional Public Affairs Officer

Phone: (816) 426-6191

The Social Security Administration administers the following programs:

- * Retirement and Survivors Insurance
- * Disability Insurance
- * Medicare (entitlement only)
- * Supplemental Security Income to the Aged, Blind or Disabled

The regional office directs a field organization of 84 offices in the four-state region.

One of the ongoing primary objectives of SSA is to inform the public about Social Security benefits, eligibility requirements, as well as instill public confidence in the solvency of the programs.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers	•	•	•	•	
Audiovisuals	•	•	•	•	
Publications	•	•	•	•	
Field Trips (tours)	•	•	•	•	
Tech. Assist.	•	•	•	•	
Classes/ Programs	•	•	•	•	
Categories			*		
Retirement		•	•	•	
Survivors		•	•	•	
Disability		•	•		
Medicare		•	•	•	
Supplemental Security Income		•	•	•	
Aged		•	•	•	
Blind		•	•	•	
Disabled		•	•	•	
Black Lung		•	•		

United States Postal Service (USPS)

4900 Speaker Road Kansas City, Kansas 66106-9996

Contact: Office of Communications

Phone: (913) 573-2545

The United States Postal Service (USPS) is a quasi-independent, self-supporting government agency responsible for the acceptance, processing and delivery of America's hard copy communications. The agency was established in July, 1971 with the passage of the Postal Reorganization Act.

The Postal Service is continually striving to provide service to the customers. USPS has established thousands of conveniently located postal contract stations, mobile post offices, self-service postal centers, detached post office box sections, and other easily accessible postal service centers all across America.

Through Benjamin Franklin Stamp Clubs, speaker's bureaus, and mail processing facility tours USPS strives to interest young people in postal careers. Its highest priority is to continue to provide America with excellence in mail delivery, at the lowest possible cost.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College, Civic	
Speakers	•	•	•	•	
Audiovisuals	•	•	•	•	
Publications	•	•	•	•	
Field Trips (tours)	•	•	•	•	
Tech. Assist.	•	•	•	•	
Classes/ Programs	•	•	•	•	
Categories				<u> </u>	
Mail Acceptance	•	•	•	•	
Mail Processing	•	•		•	
Automation	•	•	•	•	
Mail Delivery	•	•	•	•	
Classes of Mail	•	•	•	•	
Marketing and Communications	•	•	•	•	
Inspection Service	•	•			

U.S. Army Corps of Engineers

700 Federal Building Kansas City, Missouri 64106-2896

Contact: Office of Public Affairs Phone: (816) 426-5241

The Kansas City District, U.S. Army Corps of Engineers, is entrusted by Congress with responsibilities in military and civil engineering, design and construction projects. These include major construction efforts for the U.S. Army and Air Force; water resources management projects, including flood control, the preservation of wetlands and other natural resources; and cleanup of hazardous and toxic waste at Department of Defense facilities. The Kansas City District was established in 1907, and is one of 36 Districts comprising the U.S. Army Corps of Engineers. The District's primary boundaries include parts of Kansas, Missouri, Iowa, Nebraska and Colorado, but it has various responsibilities, particularly hazardous and toxic waste cleanup of Department of Defense facilities, in some 24 of the 48 contiguous states. The District is interested in educating the nation's young people about career opportunities with the Corps. These include disciplines ranging from civil and chemical engineers to geologists and environmentalists, computer sciences, legal, recreation, clerical and others.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers	•	•	•	•	
Audiovisuals	•	•	•	•	
Publications					
Field Trips (tours)	•	•	•	•	
Tech. Assist.			•	•	
Classes/ Programs	•	•	•	•	
Categories					
Engineering			•	•	
Environment	•	•	•	•	
Water Safety	•	•	•	•	
Hazardous Waste Cleanup			•	•	
Wetlands	•	•	•	•	
River Navigation/History			•	•	
Wildlife Conservation	•	•	•	•	

U.S. Bureau of the Census 10332 NW Prairie View Road Kansas City, Missouri 64191

Contact: CAPPS Coordinator Phone: (816) 891-7562

The Bureau of the Census is a division of the U.S. Department of Commerce, and it is the largest general-purpose statistical agency in the Federal Government. The Bureau conducts census enumerations to provide statistics on population, housing, agriculture, mineral industries, construction industries, governments, manufacturing, transportation, retail trade, wholesale trade, and service industries. It undertakes surveys to update census data in various subject areas, produces population estimates and projections, and compiles foreign trade statistics. The Bureau conducts special censuses and surveys at the request of Federal, State and local government agencies. The compiled data is available in various forms for public use.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers	•	•	•	•	
Audiovisuals	•	•	•	•	
Publications		•	•	•	
Field Trips (tours)		•	•	•	
Tech. Assist.	•	•	•	•	
Classes/ Programs	•	•	•	•	
Categories	· · · · · · · · · · · · · · · · · · ·				
Census Geography		•	•	•	
Census Outreach		•	•	•	
Census Operations		•	•	•	
Uses of Census Data		•	•	•	
Census Data Products		•	•	•	
Census Education Project	•		•		

U.S. Department of Education

10220 N. Executive Hills Boulevard P.O. Box 901381 Kansas City, Missouri 64190-1381

Phone: (816) 891-7972

Contact: Secretary's Regional Representative for Region 7

The U.S. Department of Education (ED) was established as a separate cabinet-level department on May 4, 1980. Prior to this time, an Office of Education was situated within the U.S. Department of Health, Education and Welfare. The U.S. Department of Education provides financial assistance through grants and contracts to supplement and complement the efforts of States, private and public schools, nonprofit and community-based organizations for the purpose of improving the quality of education in our Nation.

The U.S. Department of Education provides information and materials on various Federal education programs, statistical data on the condition of education, and current trends and issues in education. The Department of Education can provide resource speakers, pamphlets, and audiovisual materials to the education community and persons concerned with education.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College/ Civic	
Speakers	•	•	•	•	
Audiovisuals	•	•	•	•	
Publications	•		•		
Field Trips (tours)	•	•	•	•	
Tech. Assist.	•	•	•	•	
Classes/ Programs	•	•	•	•	
Categories			·		
Federal Education Programs	•	•	•	•	
Education Statistics	•	•	•	•	
Education Issues	•	•	•	•	
Education Trends	•	•	•	•	
Education Projections	•	•	•	•	
Drug Prevention Education	•	•	•	•	
Civil Rights	•	•	•	•	

U.S. Department of Housing and Urban Development

400 State Avenue

Kansas City, Kansas 66101-2406

Contact: Public Affairs Officer

Phone: (913) 236-2170

Region 7, U.S. Department of Housing and Urban Development (HUD), is the principal Federal agency responsible for programs concerned with housing needs, fair housing opportunities, and improving and developing communities in Iowa, Kansas, Nebraska and Missouri. The agency was established in September 1965.

Although HUD administers many programs, the major functions of the department may be grouped into six categories:

- * HUD insures mortgages for single family and multifamily dwellings and loans for home improvement and purchase of manufactured (mobile) homes.
- * HUD channels funds from investors into the mortgage industry through the Government National Mortgage Association.
- * HUD makes direct loans for construction or rehabilitation of housing projects for the elderly and handicapped.
- * HUD provides Federal housing subsidies for low- and moderate-income families.
- HUD provides grants to states and communitites for community development activities.
- * HUD promotes and enforces fair housing and equal housing opportunity.

EDUCATIONAL RESOURCES				
	K-6	Junior High	High School	College, Civic
Speakers			•	•
Audiovisuals				
Publications			•	•
Field Trips (tours)			•	•
Tech. Assist.			•	•
Classes/ Programs			•	•
Categories			-	
Community Development			•	•
Housing Development			•	•
Housing Management			•	•
Discrimination in Housing and Community P	rograms		•	•

U.S. Environmental Protection Agency (EPA)

726 Minnesota Avenue Kansas City, Kansas 66101

Contact: Office of Public Affairs

Phone: (913) 551-7003

Toll Free:

Iowa, Missouri, Nebraska 1-800-223-0425

Kansas 1-800-221-7749

Region 7 Environmental Protection Agency (EPA) is responsible for environmental activities in Missouri, Kansas, Iowa and Nebraska. EPA was established as a regulatory agency under a Presidential Executive Order in 1970 to protect human health and the environment. The Agency enforces nine major environmental laws passed by Congress to protect air, water, soil and the food chain from contamination.

EPA is keenly aware of the importance of our nation's youth in determining the future of environmental progress and sponsors the President's Environmental Youth Awards Program (PEYA) and National Awards Competition to recognize young people who have been involved in environmental projects.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers	•	•	•	•	
Audiovisuals	•	•	•	•	
Publications	•	•	•	•	
Field Trips/Chipmunk Visits (tours)	•	•	•	•	
Tech. Assist.	•	•	•	•	
Classes/ Programs	•	•	•	•	
Categories					
Air Pollution	•	•	•	•	
Asbestos		•	•	•	
Hazardous Waste		•	•	•	
Pesticides	•	•	•	•	
Recycling	•	•	•	•	
Water Pollution	•	•	•	•	
Wetlands	•	•	•		

U.S. Equal Employment Opportunity Commission (EEOC)

911 Walnut - 10th Floor Kansas City, Missouri 64106

Contact: Director Phone: (816) 426-5773

The U.S. Equal Employment Opportunity Commission was established by the Civil Rights Act of 1964. The Kansas City Area Office is responsible for implementing the Commission's programs in the western half of Missouri and in Kansas.

EEOC enforces laws which prohibit discrimination in employment because of race, religion, color, national origin, sex or age. The Commission receives and investigates complaints from persons who believe they have been subjected to unlawful discrimination. If the Commission finds an employer has violated the law, an effort is made to resolve the matter through voluntary conciliation. If those efforts fail, the case may be litigated by the Justice Dept., EEOC or the individual who was subjected to discrimination.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College/ Civic	
Speakers			•	•	
Audiovisuals					
Publications					
Field Trips (tours)					
Tech. Assist.			•	•	
Classes/ Programs			•	•	
Categories					
Employment Discrimination		······································	•	•	

U.S. Food and Drug Administration (FDA)

1009 Cherry Street Kansas City, Missouri 64106

Contact: Consumer Affairs Staff Phone: (816) 374-6366

The mission of the Food and Drug Administration is to protect the public health of the Nation through regulatory and informational activities designed to insure that foods are safe, pure and wholesome; drugs are safe and effective; cosmetics are harmless; therapeutic devices are safe and effective; biologics are produced according to license requirements; sources of radiation meet acceptable standards of safety; that all of the above are honestly and informatively labeled and packaged; and that all consumers understand how to use label information, how to protect themselves from potential hazards of personal abuse of FDA regulated products, and how to improve consumer protection through the submission of complaints.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College, Civic	
Speakers			•	•	
Audiovisuals			•	•	
Publications			•	•	
Field Trips (tours)			•	•	
Tech. Assist.			•	•	
Classes/ Programs			•	•	
Categories					
Food Safety			•	•	
Nutrition			•	•	
Drug and Biologics Safety			•	•	
Cosmetic Safety			•	•	
Medical Devices			•	•	
Radiological Health			•	•	
Health Fraud			•		

U.S. General Accounting Office (GAO)

Suite 600 - Broadmoor Place 5799 Broadmoor Mission, Kansas 66202-2400

Contact: Training Coordinator Phone: (913) 384-7400

Supporting the Congress is GAO's fundamental responsibility. GAO does this by providing a variety of services - the most prominent of which are audits and evaluations (reviews) of federal programs and activities. GAO examines virtually every federal program, activity, and function. Coverage ranges from missiles to medicine, from inventory control to arms control, outer space to inner city. The Kansas City Region carries out these responsibilities in Iowa, Kansas, Missouri, Nebraska and Oklahoma.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers			•	•	
Audiovisuals			•	•	
Publications			•	•	
Field Trips (tours)					
Tech. Assist.			•	•	
Classes/ Programs				•	
Categories			· · · · · · · · · · · · · · · · · · ·		
Defense			•	•	
Environment			•	•	
Tax Administration			•	•	
Agriculture			•	•	
Transportation			•	•	
Financial Management			•	•	

U.S. Marshals Service (USMS)

811 Grand Avenue, Room 509 Kansas City, Missouri 64106

Contact: U.S. Marshall Phone: (816) 426-3521

The U.S. Marshals Service was established September 24, 1789. For two hundred years the Marshals have upheld federal law and enforced the decisions of the federal courts throughout the United States. Today's Marshals protect the Federal Court system, track down fugitives, protect government witnesses and seize the assets from drug traffickers and other criminals.

The U.S. Marshals Service for the Western District of Missouri is an active participant at college career days for recruitment of Deputy U.S. Marshals. This district also provides speakers for various civic organizations and youth groups and schools; accompanied by audiovisuals, brochures and tin badges.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College, Civic	
Speakers	•	•	•	•	
Audiovisuals	•	•	•	•	
Publications	•	•	•	•	
Field Trips (tours)	•	•	•	•	
Tech. Assist.	•	•	•	•	
Classes/ Programs	•	•	•	•	
Categories			····		
Prisoner Handling	•	•	•	•	
Witness Protection		•	•	•	
Court Security		•	•	•	
Fugitive Investigations	•	•	•	•	
Missile Escort Program		•	•	•	
National Asset, Seizure and Forfeiture Progra	am	•	•		

U.S. Parole Commission

10920 Ambassador Drive - Suite 220 Kansas City, Missouri 64153

Phone: (816) 891-1395

Contact: Regional Administrator

The North Central Region of the U.S. Parole Commission is responsible for deciding all parole issues for federal prisoners, parolees, and good-time releasees within its 12-state area. The Commission decides when, and if, release of federal prisoners to parole supervision is appropriate. It also decides the conditions under which one may remain in the community under supervision, if one's parole should be revoked, and if the violator should be returned to custody.

The Commission strives to protect the public by denying parole to eligible prisoners, releasing those whom it concludes no longer pose unwarranted risks to the public welfare, and by returning parolees to prison when it concludes that the public would be at risk if they remained in the community. The U.S. Parole Commission also supports and emphasizes alternatives to custody as efficient means of responding to misbehavior by people serving Federal sentences.

K-6	Junior High	High School	College Civic
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U.S. Peace Corps

5799 Broadmoor, Suite 512 Mission, Kansas 66202

Phone: (913) 236-2700

Contact: Area Representative

The U.S. Peace Corps is a Federal volunteer agency formed in 1961 by President John F. Kennedy. Since then, over 122,000 Americans have served, at the request of host governments, in 99 countries. Today, almost 6,000 volunteers are doing grassroots development work in 66 Third World nations.

The Peace Corps was created to promote world peace and friendship. Specifically, its goals are:

- * Help the people of interested countries meet their needs for trained men and women;
- * Help promote a better understanding between people from other nations and Americans; and
- * Promote a better understanding of other people on the part of the American people.

Recruiters and Returned Peace Corps Volunteers (RPCV's) are available to talk to classes, community groups or other organizations on a variety of subjects. Some recent initiatives include the World Wise Schools Program and the P.C. Partnership Program, which may be of interest to educators and civic organizations.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College/ Civic	
Speakers		•	•	•	
Audiovisuals		•	•	•	
Publications			•	•	
Field Trips (tours)					
Tech. Assist.					
Classes/ Programs			•	•	
Categories		_			
U.S. Peace Corps Facts		•	•	•	
Global Awareness		•	•	•	
Development Education			•	•	
Environmental Awareness			•	•	
Country-Specific Information		•	•	•	
P.C. Partnership Programs		•	•	•	

U.S. Penitentiary, Leavenworth, Kansas

P.O. Box 1000 Leavenworth, Kansas 66048

Phone: (913) 628-8700

Contact: Supervisor of Education

The Education Department at the United States Penitentiary, Leavenworth, Kansas, is responsible for providing viable educational and recreational programs to its inmate population. This in turn reduces inmate idleness and creates a more productive environment for both staff and inmates alike. This goal is accomplished by providing both mental and physical outlets such as: adult basic education, general education development, English as a second language, occupational education, social/adult continuing education, recreation programs, library services, and college degreed programs. Educational programs are available to assist inmates in achieving basic literacy and career skills. These programs include formalized high school, post secondary, pre-industrial, pre-release, and vocational training.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers	•	•	•	•	
Audiovisuals					
Publications					
Field Trips (tours)				•	
Tech. Assist.	•	•	•	•	
Classes/ Programs	•	•	•	•	
Categories					
Adult Basic Education			•	•	
General Education Development			•	•	
English As Second Language	•	•	•	•	
Social Education			•	•	
Adult Continuing Education			•	•	
Vocational Training			•	•	
Recreation			•	•	

Department of Veterans Affairs (VA) Medical Center

4801 Linwood Boulevard Kansas City, Missouri 64128

Contact: Personnel Officer Phone: (816) 861-4700

Ext. 201

The Kansas City VA Medical Center is a 401 bed tertiary care hospital providing a complete range of health care services to eligible veterans. The Department of Veterans Affairs operates 172 medical centers nationwide. VA has active programs in medicine, surgery, psychiatry, neurology, rehabilitation medicine and Federal research. Through affiliation agreements with numerous colleges and universities VA provides training in such fields as medicine, nursing, dentistry, psychology, social work, pharmacy, audiology and speech pathology, and dietetics.

With nearly 100 separate services and programs, a wide variety of career fields are represented at the Kansas City VA Medical Center. The Medical Center employs painters, carpenters, electricians, engineers, police, cooks, housekeepers, file clerks, transcriptionists, librarians, secretaries, laboratory and X-ray technicians, nurses, chaplains, pharmacists, doctors and retail store workers.

EDUCATIONAL RESOURCES					
	K-6	Junior High	High School	College Civic	
Speakers	•	•	•	•	
Audiovisuals	•	•	•	•	
Publications	•	•	•	•	
Field Trips (tours)	•	•	•	•	
Tech. Assist.	•	•	•	•	
Classes/ Programs	•	•	•	•	
Categories					
Health Care			•	•	
Research			•	•	
Career Counseling			•	•	
Administration/Management			•	•	
Science			•		

Veterans' Employment and Training Service

911 Walnut Street

Kansas City, Missouri 64106

Contact: Regional Administrator

The mission of the Veterans' Employment and Training Service (VETS) is:

* Administer and oversee programs that provide labor exchange programs for military veterans

Phone: (816) 426-7151

- * Develop, target and administer programs that provide needed training, employability, and supportive services for veterans
- * Maximize, through effective coordination, the employment and training resources available to serve veterans
- Protect and preserve the employment and reemployment rights of eligible veterans, National Guard members and military reservists.

	K-6	Junior High	High School	College Civic
Speakers			•	•
Audiovisuals			•	•
Publications			•	•
Field Trips (tours)				
Tech. Assist.			•	•
Classes/ Programs				
Categories				
Job Rights for Veterans and	members of the Reserve and	d National Guard	•	•

Women's Bureau

911 Walnut, Room 2511 Kansas City, Missouri 64106

Contact: Regional Administrator Phone: (816) 426-6108

The Women's Bureau is an agency within the Office of the Secretary, U.S. Department of Labor. In 1920, at the height of the industrial revolution and the Suffragist Movement in America, the Women's Bureau was created by Congress. The mandate of the Women's Bureau is: "To formulate standards and policies which shall promote the welfare of wage-earning women, improve their working conditions, increase their efficiency, and advance their opportunities for profitable employment."

The distinctiveness and diversity in the current and future labor force makes the mission of the Women's Bureau more important than ever before. Women's roles in society require them to be mothers and primary family caretakers, as well as employers or employees with demanding jobs and careers.

The Bureau has information and resources on women in the work force, career and life planning, training and/or retraining opportunities and resources, women in nontraditional careers, health and safety issues, affirmative action, and Workforce 2000.

EDUCATIONAL RESOURCES							
	K-6	Junior High	High School	College, Civic			
Speakers	•	•	•	•			
Audiovisuals	•	•	•	•			
Publications	•	•	•	•			
Field Trips (tours)	•	•	•	•			
Tech. Assist.	•	•	•	•			
Classes/ Programs	•	•	•	•			
Categories							
Women in Workforce	•	•	•	•			
Nontraditional Careers	•	•	•	•			
Career and Life Planning	•	•	•	•			
Training/Retraining	•	•	•	•			
Health and Safety Issues	•	•	•	•			
Affirmative Action	•	•	•	•			
Workforce 2000	•	•	•				

*********** Federal Service Careers

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ACCOUNTING

Accountant Bank Examiner **Industrial Property Management Specialist** Internal Revenue Agent Internal Revenue Service - Tax Law Specialist Transportation Specialist

AGRICULTURE OR AGRICULTURAL SCIENCES

Agricultural Commodities Grader Agricultural Management Specialist **Agronomist** Entomologist Food Inspector Horticulturalist

Husbanders **Physiologist**

Plant Pathologist

Plant Protection and Quarantine Officer

Range Conservationist Soil Conservationist

Soil Scientist

ARCHEOLOGY

Archeologist Geographer

ARCHITECTURE

Construction Analyst Landscape Architect

ART

Art Specialist **Exhibits Specialist** Illustrator Visual Information Specialist

ASTRONOMY

Astronomer/Space Scientist Cartographer Geodesist

BIOLOGY OR BIOLOGICAL SCIENCES

Agronomist

Biologist

Biology Laboratory Technician

Botanist

Consumer Safety Officer

Document Analyst

Ecologist

Entomologist

Fishery Biologist

Food Inspector

Food Technologist

Horticulturalist

Hospital Housekeeping Management Spec.

Husbander

Microbiologist

Outdoor Recreation Planning Spec.

Park Ranger

Plant Pathologist

Plant Protection and Quarantine Officer

Range Conservationist

Soil Scientist

Toxicologist

Wildlife Biologist

Wildlife Refuge Manager

Zoologist

BUSINESS ADMINISTRATION

Bank Examiner

Commissary Store Manager

Communications Specialist

Contract Specialist

Facility Manager Specialist

Financial Analysis Specialist

Hospital Housekeeping Management Spec.

Industrial Property Management Spec.

Industrial Specialist

Insurance Examiner

Loan Specialist

Printing Management Specialist

Securities Compliance Examiner

Trade Specialist

Transportation Specialist

CHEMISTRY

Chemist
Consumer Safety Officer
Food Inspector
Forest Products Technologist
Industrial Hygienist
Pharmacologist
Toxicologist

COMMUNICATIONS

Communications Spec.
Public Affairs/Information Spec.
Community Relations Coordinator
Press Officer

COMPUTER SCIENCE

Communications Specialist Computer Scientist Computer Specialist

DIETETICS

Dietician Nutritionist

DRAMATIC ARTS

Theater Specialist

ECONOMICS

Economist
Securities Compliance Specialist

EDUCATION

Education Specialist

ENGINEERING

Agricultural Engineer
Construction Analyst
Facility Management Specialist
Hydrologist
Industrial Specialist
Land Surveyor

FINE ARTS

Exhibits Specialist Illustrator Photographer

LAW

Attorney

MATHEMATICS

Actuary
Agricultural Statistician
Astronomer/Space Scientist
Computer Scientist
Geodesist
Geophysicist
Land Surveyor
Mathematical Statistician
Mathematician
Operations Research Analyst
Quality Assurance Specialist
Statistician

MEDICAL PROFESSIONS

Corrective Therapist
Medical Technologist
Nurse
Occupational Therapist
Physical Therapist
Recreation and Creative Arts Therapist

MEDICAL RECORDS LIBRARY SCIENCE

Medical Records Librarian

MUSIC

Music Specialist

PHYSICS

Consumer Safety Officer
Document Analysis
Geodesist
Geologist
Hydrologist
Meteorologist
Oceanographer
Physicist

POLITICAL SCIENCE

Toxicologist

Trade Specialist

PSYCHOLOGY

- *Clinical Psychologist
- *Psychologist

PUBLIC ADMINISTRATION

Commissary Store Manager

PHYSICAL EDUCATION

Sports Specialist

RADIO AND TELEVISION

Audio Visual Production Specialist Exhibits Specialist Illustrator Visual Information Specialist

RECREATION

Outdoor Recreation Planning Recreation Specialist

SOCIAL WORK

*Social Worker

SPEECH PATHOLOGY/AUDIOLOGY

- *Audiologist
- *Speech Pathologist

STATISTICS

Agricultural Statistician Statistician

^{*}Requires education beyond a baccalaureate degree.