“LinkedIn is one of my favorite resources to recommend for connecting with people and professional organizations, no matter where you are in the process of your job search. It can help you look at career paths to see where individuals worked and what roles they had before landing international jobs. This can allow you to shape your own career path, so that you can reach your goals in the future.”

Devex is specifically devoted to international development. It holds events, publishes newsletters, and offers career advice to individuals specifically interested in international development. It also archives a list of organizations dedicated to the field. It has a global community of 500,000 development professionals and 1,000 funding agencies, companies, and NGOs in 100 countries.

Project on Nuclear Issues (PONI) is a group for young professionals yearning to pursue a career in nuclear strategy. PONI aims to build and sustain a networked community of young nuclear experts from the military, national laboratories, industry, academia, and policy communities. The organization hosts several events a year, maintains an online blog, holds live debates, and runs academic programs from young experts. It has a community of over 1,000 members.

Young Professionals in Foreign Policy (YPFP) is one of the leading associations for young professionals who are interested in international affairs. YPFP's mission is to foster the next generation of foreign policy leaders by providing young professionals with the knowledge, skills, exposure, and relationships to tackle critical global challenges over the course of their careers. Members gain the knowledge to understand complex foreign policy issues, the skills to address problems effectively and the competencies to thrive, exposure to cutting-edge guidance and perspectives, and building bridges across multiple sectors and disciplines.

For jobseekers and career counseling, YPFP provides a service called JobLink, which includes a job board, a newsletter, and skills workshops on topics such as mock interviews, resume review, social media tips, and salary negotiation tactics.

If you want to learn more about YPFP, check out their website: www.ypfp.org
Everyone seems to have some international experience these days. In such a competitive job market, it is important to be able to differentiate yourself from the field and stand out to hiring officials. Once you discover a job, either through networking or searching job boards, follow these five steps to move ahead of the competition and land your dream job in foreign policy.

**STEP 1: Talk to someone within the agency before applying for the position.** Margaret New, Associate Director, Office of Career Services and Alumni Relations, The George Washington University, Elliott School of International Affairs, asserted that it is essential to hold an information interview with at least one person from the agency. In the informational interview, “ask what they think makes someone stand out or what qualities do employees have that make them shine in their role within the agency. You need to see how you fit into the organization and exhibit those skills in your cover letter and resume.”

**STEP 2: Possess a combination of hard skills, experience abroad, and a clear interest in the job position.** Andria Hayes-Birchler, Senior Development Policy Officer, Millennium Challenge Corporation, has found that, “It is very difficult to come by a candidate with strengths in all three categories. Some individuals have experience abroad and no quantitative skills or have quantitative skills and no experience abroad. Finally, hiring officials want to see a clear interest from the candidate, either through the cover letter or a personal note. If you have all three, then it would be very impressive.”

**STEP 3: Tailor your resume to the position.** This may seem a little too obvious, but many young professionals do not change their resume for every job application. Aileen Axtmayer, Assistant Director, Office of Career Services, Tufts University, The Fletcher School of Law and Diplomacy, explained:

> “For every application, tailor your language to the organization and job. Match the way you describe yourself and your experience to fit with the language used by the employer. Many individuals send their resume as is and expect hiring officials to connect the dots. Do not assume people will be able to translate your experience to match the position and instead show why you are competent for the role and a good fit for the organization. If you take the time to tailor your resume, the connection between you and the organization is that much more clear to see. Looking for a job is a full-time job and investing the time and energy to take the extra step to change a verb on your resume to match a verb used in the job description is a priceless investment.”

**STEP 4: Have a clear story.** You have to show a demonstrated path across your resume, cover letter, and interview that shows how all of your previous experiences led to a particular job or interview. Austin Pedersen, International Relations Analyst, Office of Child Labor, Forced Labor and Human Trafficking, Bureau of International Labor Affairs, United States Department of Labor, said,

> “I think that you have to be able to tell that clear story about yourself, including what you’re interested in, what motivates you, and what you contribute. So the more you can show a very clear path and story, the more attractive you’ll be to that employer.”

**STEP 5: Be prepared for the interview.** Candidates that possess a lot of knowledge about the
agency, office, and position are always more memorable to hiring officials. It shows that they care about the organization’s mission and want to be apart of the team, as Hayes-Birchler of the Millennium Challenge Corporation suggested:

“Come in with specific questions for the hiring official. Also, come in knowledgeable about the strengths and weaknesses of the office. Mention the strengths of the office and how they inspire or motivate you. Go light on the weaknesses, phrase it as a constraint and ask how they deal with it. Many people can be trained to do the job, but not trained to care. Displaying knowledge about the agency shows that you care.”

If you follow these five steps, you should be one stride ahead of your colleagues who are vying for the same opportunities.
Now that you know where the jobs are and how to position yourself to get them, we turn our attention to three people who have followed this path already. In this section, we explore their career journeys and how they have traveled the globe to arrive at their present position. Specifically, for this guide we interviewed:

- Jessie Babcock, Country Director for Argentina, Chile and Uruguay, Office of the Under Secretary of Defense for Policy, Department of Defense.
- Andria Hayes-Birchler, Title, Agency
- Austin Pederson, Title, Agency

Maybe you will have a similar story one day.
In 2008, Jessie Babcock was living in Kenya, finishing her MBA in nonprofit management, and trying to figure out her future. She had gone to Kenya with the goal of starting a nonprofit organization to work with women entrepreneurs, but started to wonder whether that was the right path for her career.

Around this time Babcock learned about the Presidential Management Fellowship (PMF) Program and decided to submit an application. She advanced to the finalist stage and successfully landed a position at the Pentagon. Over the next two years, she had the opportunity as a PMF to work on the USG’s Haiti earthquake response efforts, managed programs to help refugees in East Africa, and worked on an interagency team to draft the 2009 USG Strategy to Combat Gender-Based Violence in the DRC, among other assignments. Babcock also had the chance to learn about issues such as peacekeeping and stability operations.

Today, Babcock is the Country Director for Argentina, Chile, and Uruguay in the Office of the Under Secretary of Defense for Policy (OUSDP) in the Department of Defense. In her role, she is the principal policy advisor for Department of Defense leadership on defense bilateral relations with Argentina, Chile, and Uruguay. On a day-to-day basis Babcock works directly with the Joint Staff, U.S. Southern Command, the State Department, U.S. Embassies, and host nation counterparts to achieve DoD defense policy priorities. She makes policy recommendations in multiple capacities, including:

- Identifying priority areas for defense cooperation with the countries in her portfolio;
- Reviewing current events in the countries in her portfolio and advising senior DoD officials on appropriate policy responses as required; and
- Representing DoD policy views in interagency and multilateral meetings related to security in the Southern Cone of South America.

Babcock also manages events and meetings related to defense relations between the U.S. and the countries in her portfolio. This includes planning, coordinat-

WHAT IS THE MISSION OF THE OFFICE OF THE UNDER SECRETARY OF DEFENSE FOR POLICY?

The mission of the Office of the Under Secretary of Defense for Policy (OUSDP) is to consistently provide responsive, forward-thinking, and insightful policy advice and support to the Secretary of Defense, and the Department of Defense, in alignment with national security objectives.
ing, and executing senior-level dialogues between DoD and Ministry of Defense counterparts. In her role, she states, “I am responsible for determining the agenda, the goals of the meeting or event, what the meeting or event is achieving, and the focus of engagement between the countries for the coming year.” She also performs research and writes briefs for senior leadership to read before the meetings. As principal policy advisor, Babcock accompanies senior defense officials on trips to the countries in her portfolio.


“MANY PEOPLE DO NOT SPEAK ENGLISH IN HOST COUNTRIES, SO IT GREATLY HELPS WITH DIPLOMATIC RELATIONS TO INTERACT WITH THE HOST GOVERNMENT IN A PROFESSIONAL MANNER IN THEIR OWN LANGUAGE.”

Babcock manages relations with the country’s defense leadership and representatives when they travel to Washington, D.C. She meets directly with countries’ defense representatives in the United States, and discusses show the U.S. can partner with those countries to achieve shared security objectives. In this capacity, Babcock coordinates with a number of different agencies and embassies.

As the Country Director, Babcock utilizes a range of key skills, especially interpersonal and research skills. At least every other week, she communicates with key defense leadership in Argentina, Chile, and Uruguay. She states, “I utilize my Spanish language skills on a daily basis, such as reading Spanish articles from the countries, communicating with key leadership, and writing papers in Spanish.” When in the foreign countries, Babcock uses her Spanish continuously when interacting with foreign government officials and citizens.

She typically works in the Washington, D.C. Office most of the year, but goes on trips for three or four days about four or five times a year.

“THERE IS A CONSTANT RHYTHM TO MY JOB. IN A GIVEN WEEK, I WILL GO FROM ORGANIZING MEETINGS TO SPEAKING WITH COUNTRY REPRESENTATIVES TO PERFORMING BACKGROUND RESEARCH FOR SENIOR DEFENSE OFFICIALS. IT IS AN EXTREMELY REWARDING AND EXCITING POSITION.”
Andria Hayes-Birchler was always interested in pursing a career in public service. After graduating college, Hayes-Birchler joined the Peace Corps and spent two-years in Mali. There she decided that she would dedicate her career to fighting poverty. Soon after returning to the States, Hayes-Birchler earned a Master in International Public Affairs from the University of Wisconsin-Madison. She was accepted as a Presidential Management Fellow upon graduation and has been working for the federal government fighting poverty ever since.

Today, Andria Hayes-Birchler is a Senior Development Policy Officer with the Millennium Challenge Corporation (MCC). In her current role, she conducts qualitative and quantitative research and data analysis that MCC’s Board of Directors utilizes to select countries eligible for grant assistance. Selection decisions are based on scorecards developed by her team, which exhibit how countries perform on twenty policy measures. Quantitative measures range from immunization rate to control of corruption. In addition, Andria gathers qualitative information to supplement the scorecards, in topics spanning poverty distribution to human rights violations.

Along with scorecard development, Hayes-Birchler is responsible for communicating with the eligible countries and answering questions about the country’s scorecard results. She said, “These interactions are often directly with foreign governments, but I also answer questions for non-governmental organizations and civilians when requested.” Hayes-Birchler communicates mostly in English and utilizes a translator when necessary.

If an MCC partner country is in jeopardy of not passing the scorecard in the future, Hayes-Birchler sometimes travels to the country and meets with government officials. During these meetings, she explains “the scorecard indicators in more detail and works with the officials to ensure that policy performance is sustained or improved.” Since 2010, she has traveled three times for roughly a week at a time.

**WHAT IS THE MISSION OF THE MILLENNIUM CHALLENGE CORPORATION?**

The Millennium Challenge Corporation (MCC) is an independent U.S. foreign aid agency that is helping lead the fight against global poverty. Created by the U.S. Congress in January 2004, MCC is altering the conversation on how best to deliver smart U.S. foreign assistance by focusing on good policies, country ownership, and results. The agency is limited to 300 employees that work in one of six departments: (1) Office of Chief Executive Officer, (2) Department of Administration and Finance, (3) Department of Compact Operations, (4) Department of Congressional and Public Affairs, (5) Department of Policy and Evaluation, and (6) Office of General Counsel.
“I HAVE DEVELOPED A VERY SPECIFIC EXPERTISE IN QUANTITATIVE ANALYSIS AND EVALUATION, WHICH ALLOWS ME TO WORK CLOSELY WITH FOREIGN GOVERNMENTS IN OVER NINETY DIFFERENT COUNTRIES. IT IS NOT UNCOMMON FOR ME TO INTERACT WITH MULTIPLE FOREIGN GOVERNMENTS IN A GIVEN DAY. I WILL SPEAK WITH THE ONE COUNTRY’S MINISTER IN THE MORNING AND ANOTHER COUNTRY’S FINANCE OFFICER IN THE AFTERNOON.”

Outside of interacting with government officials, Hayes-Birchler utilizes her quantitative and qualitative research skills to ensure that the scorecard is accurately portraying a country’s development status. She conducts research to see if MCC is measuring the correct policy indicators in the most effective way. She says, “I often look at how other governments and third parties measure policies and compare their data to MCC’s data.” Hayes-Birchler’s specific expertise enables her to work closely with foreign governments in over ninety different countries, which is both challenging and rewarding.

“I RARELY GIVE ADVICE ON WHAT POLICY OR ACTION A COUNTRY SHOULD TAKE. I MOSTLY DETAIL THE MEASURES THAT A SPECIFIC INDICATOR IS COVERING. I THEN EXPLAIN THAT IF A COUNTRY IMPROVES IN THIS TYPE OF PERFORMANCE, THEY WILL NO LONGER BE IN DANGER OF FAILING THE SCORECARD.”
What is the mission of the Bureau of International Labor Affair in the U.S. Department of Labor?

The International Labor Affairs Bureau’s (ILAB) mission is to lead the U.S. Department of Labor’s efforts to ensure that workers around the world are treated fairly and are able to share in the benefits of the global economy. Its mission is to use all available international channels to improve working conditions, raise living standards, protect workers’ ability to exercise their rights, and address the workplace exploitation of children and other vulnerable populations. It has three main offices: (1) Office of Child Labor, Forced Labor, and Human Trafficking, (2) Office of International Relations, and (3) Office of Trade and Labor Affairs.

Austin Pedersen discovered his passion for international affairs as a Rotary exchange student in Denmark when he was in high school. He obtained further experience overseas in college where he was very active in international service learning, traveling to Vietnam, Panama, and Swaziland. After graduating, he joined the Peace Corps and spent two years in Malawi working on a myriad of community development projects. After returning home he pursued his master’s degree at the University of Maryland’s School of Public Policy with the intention of pursuing a career in U.S. foreign policy.

Today, Pedersen is an International Relations Analyst in the Office of Child Labor, Forced Labor, and Human Trafficking at the U.S. Department of Labor. His role primarily involves producing congressionally-mandated reports related to foreign trade and development. The largest report he assists with is entitled The Findings on the Worst Forms of Child Labor. This report covers 244 countries around the world that are eligible for trade benefits with the U.S. He explains, “The report outlines the prevalence of child labor within the countries and what efforts those foreign governments are making to address it.” The second report that he contributes to and helps coordinate is essentially a list of foreign goods produced by either child labor or forced labor.

“These reports are largely used as an awareness-raising tool and to start a dialogue with countries on how to address the issue of child labor. But they are also used by Congress and other policy-makers to learn more about these issues.”
Pedersen’s main responsibility within the reports is researching child labor practices in Southern and Eastern Africa and writing country briefs based on his findings. He specifically covers Zimbabwe, Botswana, Zambia, Swaziland, Mauritius, Somalia, Eritrea, and Djibouti. Pedersen is also the main point of contact for these countries.

In gathering information, Pedersen says, “I use public sources, such as non-governmental organizations or academics, input from U.S. embassies overseas, and conduct independent research in the field.” He also follows the local news and communicates with the embassies to ensure that all information reported is accurate and reflective of the issues within the countries.

Pedersen interacts with delegations from foreign nations and industry groups regularly. Since most of his countries speak English, he said, “Communication is mostly in English; however, I did have the opportunity to utilize my Chichewa skills when traveling to Zambia on a few occasions.” So far, he has traveled to Zimbabwe and Zambia for about two weeks to conduct research in the field.

While in countries, Pedersen meets with leaders in relevant ministries, non-government organizations, and any other contacts that the embassies suggest, such as labor unions. He also meets with individuals that are benefiting from the Department’s projects, which mostly relate to building the capacity of foreign governments to develop and implement policies and laws on child labor or the prevention and withdrawal of children from involvement in exploitative labor through the provision of direct educational services.

“I WAS RECENTLY IN ZAMBIA AND TRAVELED TO A SPECIFIC REGION WHERE THE LOCAL TRIBE SPEAKS CHICHEWA, A LANGUAGE THAT I LEARNED WHILE IN MALAWI. I WAS ABLE TO DO ALL MY PUBLIC SPEECHES IN CHICHEWA, WHICH WAS VERY BENEFICIAL IN BUILDING RELATIONSHIPS WITH THE COMMUNITY.”

“When I traveled to Zimbabwe and Zambia, most of my time was spent in the capital city, engaged in meetings with governmental and non-governmental organizations. I try to meet with the Ministry of Labor and other relevant ministries, as well as any type of non-governmental organizations or international organization that are active on children’s issues.”
CONCLUSION

As you pursue the path of a career in foreign affairs, we hope that this guide has given you a road map for the journey. We hope that you have a better sense of where you can find job opportunities, how you can maneuver to position yourself through education, experience and networking, and what public sector professionals do on a day-to-day basis in this kind of career. International opportunities in government will continue to expand as the world around us becomes even smaller and increasingly interconnected.

In her farewell speech, former Secretary of State Hillary Clinton masterfully articulated the challenge and opportunity in U.S. diplomacy:

The things that make us who we are as a nation—our openness and innovation, our diversity, our devotion to human rights and democracy—are beautifully matched to the demands of this era and this interdependent world.

We are the force for progress, prosperity, and peace. Leadership is not a birthright. It has to be earned by each new generation. The reservoirs of goodwill we built around the world during the 20th century will not last forever. In fact, in some places, they are already dangerously depleted.

New generations of young people do not remember GIs liberating their countries or Americans saving millions of lives from hunger and disease. We need to introduce ourselves to them anew, and one of the ways we do that is by looking at and focusing on and working on those issues that matter most to their lives and futures.

So because the United States is still the only country that has the reach and resolve to rally disparate nations and peoples together to solve problems on a global scale, we cannot shirk that responsibility.

By considering a career in foreign policy or international affairs, you are joining a team of individuals who are stepping up to this responsibility. You are that new generation which will sustain and support our leadership on the world stage.

Do you feel the weight of responsibility for that world on your shoulders? If you do—and you feel up to the task of bearing that weight with dignity and courage—we hope that this guide strengthened your resolve and solidified your strategy as you explore your important and unique place in the world of international affairs and foreign policy in government.
The things that make us who we are as a nation – our openness and innovation, our diversity, our devotion to human rights and democracy – are beautifully matched to the demands of this era and this interdependent world.

We are the force for progress, prosperity, and peace. Leadership is not a birthright. It has to be earned by each new generation. The reservoirs of goodwill we built around the world during the 20th century will not last forever. In fact, in some places, they are already dangerously depleted. New generations of young people do not remember GIs liberating their countries or Americans saving millions of lives from hunger and disease. We need to introduce ourselves to them anew, and one of the ways we do that is by looking at and focusing on and working on those issues that matter most to their lives and futures.

So because the United States is still the only country that has the reach and resolve to rally disparate nations and peoples together to solve problems on a global scale, we cannot shirk that responsibility.

- Hillary Clinton
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MISSION STATEMENTS

ROBERTSON FOUNDATION FOR GOVERNMENT: Helping government meet its talent needs by identifying, educating and motivating top U.S. graduate students to pursue federal government careers in foreign policy, national security and international affairs.

GOVLOOP: Inspiring public sector professionals to better service and helping them to foster collaboration, learn from one another, solve their common challenges and advance in their government careers.

ASSOCIATION FOR PROFESSIONAL SCHOOLS OF INTERNATIONAL AFFAIRS: Dedicated to the improvement of professional education in international affairs and the advancement of international understanding, prosperity, peace, and security.
APPENDIX A

Resources to Learn More about International Jobs in Government

APSIA’S INTERNATIONAL CAREERS GUIDE: OPTIONS IN THE FIELD

This guide outlines a number of employment sector profiles in the international affairs field. It is organized by issue area and institutional entities. It has an entire section on the government, separated by federal government, state, and local governments. It outlines career paths, level of demand for jobs, challenges, qualifications, and sample employers.

BOOKS TO GATHER INFORMATION:

- Careers in International Affairs, Maria Pinto Carland and Candace Faber (Eds.), Georgetown University Press, Washington, D.C., 8th Ed. 2008.

GOVLOOP RESOURCES:

- “What Is It Like Being a Program Training Assistant for the Foreign Agricultural Service?”
- “What is the Best International Affairs Oriented Organization for Young Professionals to Join?”
- “The Perfect Reading List to Begin Your International Job Journey”
- “You Just Can’t Get Abroad, What Can You Do?”

OTHER RESOURCES:

- Robertson Foundation for Government: http://www.rffg.org
- Association for Professional Schools of International Affairs: http://www.apsia.org
- State Resources for Working Overseas: http://www.state.gov/m/fsi/tc/79765.htm
- Young Professionals in Foreign Policy: www.ypfp.org
- Partnership for Public Service: http://gogovernment.org/
“POPULAR” U.S. INTERNATIONAL AGENCIES

Agency for International Development (USAID)

USAID’s mission is to save and improve millions of lives around the world, advance U.S. values, increase global stability, and drive economic growth in emerging markets. The agency has nine main goals in providing assistance to foreign countries: (1) promote broadly shared economic prosperity; (2) strengthen democracy and good governance; (3) protect human rights; (4) improve global health; (5) advance food security and agriculture; (6) improve environmental sustainability; (7) further education; (8) help societies prevent and recover from conflicts; and (9) provide humanitarian assistance in the wake of natural and man-made disasters. USAID employs individuals with a wide variety of technical, managerial, and operational skills to achieve their international development objectives. Their workforce consists of both direct-hire and contract employees.

Peace Corps

The Peace Corps’ mission is to serve the U.S. in the cause of peace by living and working in developing countries. Peace Corps Volunteers work on issues ranging from AIDS education to information technology to environmental protection. The Corps has three simple goals: (1) helping the people of interested countries in meeting their need for trained men and women; (2) helping promote a better understanding of Americans on the part of the peoples served; and (3) helping promote a better understanding of other peoples on the part of Americans. Joining the Peace Corps is a difficult, but rewarding process. Checkout their website to learn more and meet with a recruiter near you!

State Department

The State Department’s mission is to advance freedom for the benefit of U.S. citizens and the international community by helping to build and sustain a more democratic, secure, and prosperous world composed of well-governed states that respond to the needs of their people, reduce widespread poverty, and act responsibly within the international system. The Department supports a multitude of programs and policies, including U.S. embassies abroad, U.S. foreign partnerships, U.S. foreign organizations, etc. There are plenty of international job opportunities available in the Department. Bureaus include Global Affairs, Political Affairs, and Public Diplomacy.

LARGER AGENCIES DEDICATED TO U.S. NATIONAL DEFENSE/SECURITY

Central Intelligence Agency (CIA)

The CIA is the premier agency responsible for providing global intelligence on the political, social, economic, technological and military environment. The Agency’s paramount goal and mission is to protect the national security of the United States. They ensure that virtually any job you can imagine is available at the CIA, including some you can’t imagine. They offer a number of professional and student opportunities on their website and outline the application process in detail. Remember, for a job in this field you will need to pass clearance, which can take time!

Defense Department (DoD)

The Department of Defense’s mission is to provide the military forces needed to deter war and to protect the security of our country. The department’s headquarters is at the Pentagon. The DoD manages an inventory of installations and facilities to keep U.S. citizens safe. Currently, the DoD is the nation’s largest employer with over 1.4 million men and
women on active duty, and 718,000 civilian personnel. The DoD includes numerous components working on international affairs related to national security, including: the Office of the Secretary of Defense (OSD), U.S. Army, U.S. Navy, U.S. Marine Corps, U.S. Air Force, U.S. Coast Guard, and Unified Combatant Commands (such as USAFRICOM, USCENTCOM, USPACOM, USSOUTHCOM, and others).

**Department of Homeland Security (DHS)**

The Department of Homeland Security’s mission is to secure the nation from the many threats the U.S. faces both inside and outside our borders. The agency’s mission requires the dedication of more than 240,000 employees in jobs that range from aviation and border security to emergency response, from cyber security analyst to chemical facility inspector. DHS offers a number of career opportunities for all levels of experience, which can be located on USAJOBS.

**SMALLER AGENCIES DEDICATED TO U.S NATIONAL DEFENSE/SECURITY**

**Bureau of Industry and Security, U.S. Department of Commerce (BIS)**

BIS’s mission is to advance United States national security, foreign policy, and economic objectives by ensuring an effective export control and treaty compliance system and promoting continues United States strategic technology leadership. The BIS administers industry compliance for two programs: (1) the Chemical Weapons Convention, which is an international treaty that bans the development, production, stockpiling, and use of chemical weapons among its signatories; and (2) the U.S. Additional Protocol, which is a bilateral agreement between the United States and the International Atomic Energy Agency that supplements provisions of the U.S.-IAEA Safeguards Agreement.

**Commission on Security and Cooperation in Europe, U.S. Helsinki Commission**

The Commission is an independent agency of the federal government charged with monitoring compliance with the Helsinki Accords and advancing comprehensive security through promotion of human rights, democracy, and economic, environmental, and military cooperation in 57 countries. The Helsinki Accords stem from the Organization for Security and Cooperation in Europe (OSCE). The OSCE is engaged in standard setting in fields including military security, economic and environmental cooperation, and human rights and humanitarian concerns. It also undertakes a variety of preventative diplomacy initiatives designed to avert, manage, and resolve conflict within and among the participating States. The Commission has fifteen staff members and a number of internship opportunities.

**U.S. – China Economic and Security Review Commission**

The United States Congress created the U.S.-China Economic and Security Review Commission in 2000. Its legislative mandate is to monitor, investigate, and submit to Congress an annual report on the national security implications of the bilateral trade and economic relationship between the United States and the People’s Republic of China. In the report, the Commission is to provide recommendations, where appropriate, to Congress for legislative and administrative action. It is a small, nonpartisan, legislative branch Commission. They have three internship opportunities for students.

**U.S. Customs and Border Protection (CBP)**

CBP is one of the Department of Homeland Security’s largest and most complex components, with a priority mission of keeping terrorists and their weapons out of the U.S. It also has a responsibility for securing the border and facilitating lawful international trade and travel while enforcing hundreds of U.S. laws and regulations, including immigration and drug laws. The CBP has a number of career programs for veterans, students, and recent graduates.
AGENCIES DEDICATED TO U.S. ECONOMIC INTERESTS

Export-Import Bank (Ex-Im Bank)

The Export-Import Bank is the official export credit agency of the United States. Its mission is to assist in financing the export of U.S. goods and services to international markets. Ex-Im Bank provides working capital guarantees, export credit insurance, and loan guarantees and direct loans. Main career opportunities exist in the following fields: (1) business development specialist, (2) loan specialist, (3) engineer, (4) economist, (5) attorney-advisor, (6) resource, and (7) management.

Foreign Commercial Service (CS), Department of Commerce

The Foreign Commercial Service is the trade promotion arm of the Department of Commerce’s International Trade Administration. CS trade professionals work in over 100 U.S. cities and in more than 75 countries to assist U.S. companies in exporting and increasing sales in new global markets. CS’s main objective is to support American businesses with inherently governmental and trade promotion activities. They do this by providing (1) trade counseling, (2) market intelligence, (3) business matchmaking, (4) advocacy and commercial diplomacy, and (5) trade promotion programs.

International Affairs, Department of Treasury

The Office’s mission is to protect and support U.S. economic prosperity by strengthening the external environment for U.S. growth, preventing and mitigating global financial instability, and managing key global challenges. There are twelve offices within the Treasury’s Office of International Affairs: (1) African Nations, (2) Development Policy and Debt, (3) East Asia, (4) Environment and Energy, (5) Europe and Eurasia, (6) International Monetary and Financial Policy, (7) Investment Security, (8) Middle East and North Africa, (9) South and Southeast Asia, (10) Technical Assistance, (11) Trade and Investment Policy, and (12) Western Hampshire. Along with a number of international economic issues, institutions, and priority areas, the Office works with the International Monetary Fund, Exchange Stabilization Fund, and the Committee on Foreign Investment in U.S.

International Trade Administration (ITA)

ITA strengthens the competitiveness of U.S. industry, promotes trade and investment, and ensures fair trade through the rigorous enforcement of our trade laws and agreements. It works to improve the global business environment and helps U.S. organizations compete at home and abroad. ITA has four distinct units: (1) U.S. and Foreign Commercial Service, (2) Manufacturing and Service, (3) Market Access and Compliance, and (4) Import Administration.

Overseas Private Investment Corporation (OPIC)

Developed as an agency in 1971, OPIC is the United States Government’s development finance institutions. It mobilizes private capital to help solve critical problems in more than 150 developing and post-conflict countries around the world. The corporation offers a number of job opportunities and student internships, both general and legal.

U.S. Court of International Trade

The United States Court of International Trade has jurisdiction over civil actions arising out of the customs and international trade laws of the United States. The mission of the Court is to resolve disputes by: (1) providing cost effective, courteous, and timely service to those affected by the judicial process; (2) providing independent, consistent, fair, and impartial interpretation and application of the customs and international trade laws; and (3) fostering improvements in
customs and international trade law and practice and improvements in the administration of justice. The Court has a number of job opportunities and internship and clerk opportunities for students.

**U.S. Trade Representative (USTR)**

USTR is part of the Executive Office of the President. Through an interagency structure, USTR coordinates trade policy, resolves disagreements, and frames issues for presidential decision. USTR also serves as vice chairman of the Board of Directors of the Overseas Private Investment Corporation (OPIC), is on the Board of Directors of the Millennium Challenge Corporation, is a non-voting member of the Export-Import Bank Board of Directors, and a member of the National Advisory Council on International Monetary and Financial Policies. The organization works directly with the President, Congress, and a number of other agencies to develop and coordinate U.S. trade policy. They offer internship opportunities to students.

**AGENCIES DEDICATED TO INTERNATIONAL DEVELOPMENT**

**Bureau of International Labor Affairs, U.S. Department of Labor (ILAB)**

The ILAB’s mission is to lead the U.S. Department of Labor’s efforts to ensure that workers around the world are treated fairly and are able to share in the benefits of the global economy. Its mission is to use all available international channels to improve working conditions, raise living standards, protect workers’ ability to exercise their rights, and address the workplace exploitation of children and other vulnerable populations. It has three main offices: (1) Office of Child Labor, Forced Labor, and Human Trafficking, (2) Office of International Relations, and (3) Office of Trade and Labor Affairs.

**Foreign Agricultural Service (FAS), U.S. Department of Agriculture**

The Foreign Agricultural Service is located in the United States Department of Agriculture. The Service’s goal is to enhance export opportunities and global food security. Outside of Washington, D.C., FAS is located in 96 offices covering 169 countries. FAS provides four main programs and services: (1) trade policy, (2) trade promotion, (3) capacity building, and (4) food security.

**Millennium Challenge Corporation (MCC)**

MCC is an innovative and independent U.S. foreign aid agency that is helping lead the fight against global poverty. Created by the U.S. Congress in January 2004 with strong bipartisan support, MCC is changing the conversation on how best to deliver smart U.S. foreign assistance by focusing on good policies, country ownership, and results. The agency is limited to 300 employees that work in one of six departments: (1) Office of Chief Executive Officer, (2) Department of Administration and Finance, (3) Department of Compact Operations, (4) Department of Congressional and Public Affairs, (5) Department of Policy and Evaluation, and (6) Office of General Counsel.

**AGENCIES DEDICATED TO U.S. FOREIGN ENVIRONMENTAL POLICY**

**International Affairs Office, Department of Interior**

The Office supports and coordinates the international activities of the Department of Interior in over 100 countries. This work includes conservation and management of wildlife and other natural resources, protection of cultural resources, cooperation on indigenous affairs, and scientific research and monitoring of natural hazards such as volcanoes and earthquakes. The Office is organized into three divisions: (1) policy, (2) technical assistance, and (3) passports/visas.

**Environmental Protection Agency, International Cooperation**

EPA’s international programs aim to improve air quality, expand access to clean water, and protect vulnerable communities from toxic pollution in nearly 180 nations worldwide. The EPA has identified six international priorities: (1) building strong environmental institutions; (2) combating climate change by limiting pollutants; (3) improving air quality; (4) expanding access to clean water; (5) reducing exposure to toxic chemicals; and (6) cleaning up electronic waste. Most international work is done within the EPA’s Office of International and Tribal Affairs (OITA).
AGENCIES DEDICATED TO OPEN COMMUNICATION AND MEDIA

**Cuba Broadcasting/Radio and TV Marti**

TV Marti is a Cuban news aggregate. All of the stories are in Spanish. It is an entity of the Broadcasting Board of Governors (BBG) and partnered with La Habana Cuba, US Department of State, The White House, Voz de America, and Voice of America. There are many opportunities for students and professionals who wish to pursue an international career related to media.

**International Broadcasting Bureau (IBB)**

IBB is an entity within the Broadcasting Board of Governors (BBG), which has oversight authority over all non-military U.S. government international broadcasting. It supports the day-to-day operations of Voice of America and the Office of Cuba Broadcasting (Radio and TV Marti). IBB supports broadcasts to the world in 61 languages. They have a number of internship opportunities for students.

**Radio Free Asia (RFA)**

RFA is a United States government funded, non-profit organization operated by the Broadcasting Board of Governors. Its mandate is to broadcast timely, accurate news happening within its broadcast region that is otherwise not reported. RFA broadcasts in nine languages to listeners who do not have access to full and free news media.

**Voice of America (VOA)**

Voice of America is the official external broadcast institution of the United States federal government and is under the umbrella of the Broadcasting Board of Governors. VOA’s mission is to promote freedom and democracy and to enhance understanding through multimedia communication of accurate, objective, and balanced news, information and other programming about the U.S and the world to audiences overseas. They have a number of job opportunities located throughout the world.

AGENCIES DEDICATED TO OTHER U.S. FOREIGN SOCIAL POLICY INTERESTS

**Centers for Disease Control and Prevention, Global Health**

The Centers for Disease Control and Prevention’s (CDC) Global Health branch works in over fifty countries to achieve four overarching global health goals. These include: (1) improving the health and wellbeing of people around the world, (2) improving capabilities for preparing for and responding to infectious diseases and emerging health threats, (3) building country public health capacity, and (4) maximizing organizational capacity. They have over 304 U.S. assignees working around the world with approximately 1,600 local staff members.

**Citizenship and Immigration Services Bureau (USCIS)**

USCIS’s mission statement is to secure America’s promise as a nation of immigrants. They have 6 main goals: (1) strengthening the security and integrity of the immigration system; (2) providing effective customer-oriented immigration benefit and information services; (3) supporting immigrants’ integration and participation in American civic culture; (4) promoting flexible and sound immigration policies and programs; (5) strengthening the infrastructure supporting the USCIS mission; and (6) operating as a high-performance organization that promotes a highly talented workforce and a dynamic work culture. USCIS has over 18,000 government employees and contractors in 250 offices around the world.

**Commission on International Religious Freedom (USCIRF)**

USCIRF monitors the universal rights to freedom of religion or belief abroad. The organization reviews the facts and circumstances of religious freedom violations and makes policy recommendations to the President, Secretary of State, and Congress. The Commission has fourteen fulltime employees and offers a number of internships for students.
International Education, Department of Education

The Office's mission is to coordinate and guide the Department of Education's international activities and serve as the liaison office to international organizations, ministries of education abroad, and the diplomatic community in the United States. Priority areas include: (1) improving education systems through international benchmarking and comparative research; (2) conducting education diplomacy; and (3) promoting foreign language and cultural studies. The Office has six staff members.

Office of National Drug Control Policy (ONDCP)

ONDCP is a component of the Executive Office of the President and was created by the Anti-Drug Abuse Act of 1988. It advises the President on drug-control issues, coordinates drug-control activities and related funding across the Federal government, and produces the annual National Drug Control Strategy, which outlines Administration efforts to reduce illicit drug use, manufacturing and trafficking, drug-related crime and violence, and drug-related health consequences. They conduct research, help shape drug-related policy, and oversee drug-related grants.

Japan-U.S. Friendship Commission

The Japan-US Friendship Commission is an independent federal agency established by Congress in 1975 to strengthen the US-Japan relationship through educational, cultural, and intellectual exchange. Its mission is to support reciprocal people-to-people understanding, and promote partnerships that advance common interests between Japan and the United States. They accept grant applications in the following areas: (1) exchange and scholarship, (2) global challenges, (3) arts and culture, and (4) education and public affairs. The Japan-U.S. Friendship Commission has three individuals on staff.

OTHER AGENCIES DEDICATED U.S. INTERNATIONAL AFFAIRS/FOREIGN POLICY

Aviation and International Affairs, U.S. Department of Transportation

The Federal Aviation Administration (FAA) has many offices outside of the United States. FAA international offices are separated into four categories: (1) Africa, Europe, and Middle East; (2) Asia-Pacific; (3) Western Hemisphere; and (4) Global Issues and Presidential Initiatives. Internationally, the FAA strives to harmonize aviation systems and increase aviation safety.

White House

The White House offers a number of fellowship and internship opportunities. These opportunities provide young public service leaders with great insight into a number of foreign affairs related issues. These opportunities are extremely competitive and it is important to start your application early to get ahead of the competition.