



APSIA

INTERNATIONAL CAREER GUIDE

to transforming your world

Association of Professional Schools of International Affairs

apsia.org/careers

TABLE OF CONTENTS

Introduction: Using This Guide	3
<u>Academia and Think Tanks</u>	4
<u>Banking and Finance</u>	7
<u>Communications and Public Relations</u>	10
<u>Corporate Social Responsibility</u>	13
<u>Cybersecurity</u>	16
<u>Energy</u>	19
<u>Environment</u>	22
<u>European Union</u>	25
<u>Foundations</u>	28
<u>Global Health</u>	31
<u>Government Relations, Lobbying, and Campaigning</u>	34
<u>Human Rights</u>	37
<u>Humanitarian Assistance and Relief</u>	40
<u>International Business (General)</u>	43
<u>International Development (General)</u>	46
<u>International Education (General)</u>	49
<u>Intelligence</u>	52
<u>Local and State Government</u>	55
<u>Management and Strategy Consulting</u>	58
<u>Marketing and Sales</u>	61
<u>Microfinance and Development Finance</u>	64
<u>Multilateral Organizations</u>	67
<u>Nonprofit Management</u>	69
<u>Peace and Conflict Resolution</u>	72
<u>Public Diplomacy</u>	75
<u>Risk Analysis</u>	78
<u>Science and Technology</u>	81
<u>Security (General)</u>	84
<u>Trade Policy</u>	86
<u>United Nations</u>	88
<u>US Executive Branch</u>	91
<u>US Legislative Branch (Capitol Hill)</u>	95
<u>Water</u>	98
<u>General Job Search Resources</u>	101
<u>Diversity and Inclusion Resources</u>	101

USING THE APSIA CAREER GUIDE

APSIA member schools developed this guide to help students and young professionals think through the many career options in international affairs.

WHY INTERNATIONAL AFFAIRS?

The world is interconnected. Trade; communication technologies; health and security concerns; our shared environment; and personal relationships tie us all together.

Careers in the public, private, and nonprofit sectors demand professionals who reflect and understand that interdependence. Graduate schools of international affairs help you to weave these different strands together — and set you apart from other candidates.

International affairs programs equip graduates with an understanding of regions, languages, and global trends. They provide skills in project management; problem solving; teamwork; and analysis. Cross-cultural training is not an add-on to the curriculum; rather, students live it every day as they mix with classmates from a diverse range of backgrounds.

Employers seek professionals who can find order in chaos; who can contextualize and connect ideas; who inspire others; who can create the future as the world changes around them. They are looking for international affairs graduates.

WHAT IS APSIA?

Created in 1989, the Association of Professional Schools of International Affairs (APSIA) is dedicated to the improvement of graduate education in international affairs. We work to strengthen and promote the leading schools of international affairs around the world. APSIA helps students, schools, organizations, and partners transform themselves into more effective agents of positive change.

For more information on APSIA, fellowship and scholarship ideas, inspirational stories about APSIA students and alumni, and more, visit www.apsia.org.

HOW DOES THE GUIDE WORK?

The APSIA Career Guide offers an overview of different international affairs careers. Each section contains a high-level summary of a field, as well as example employers. It has tips and a look at some of the skills necessary to enter the field (in order of importance for each topic). Finally, it provides ways to continue learning.

The information provided here is far from an exhaustive. Some employers could be listed in more than one category, even though they will only appear once. We encourage you to go beyond our Guide using the suggested additional resources, as well as Google, Indeed, LinkedIn, your school's career office and alumni network, and other tools.

A graduate degree can transform you in a more effective agent of change in the world. We hope this Guide helps you explore the many opportunities provided by a professional international affairs degree.

|| ACADEMIA AND THINK TANKS

Careers in academia and with think tanks around the world enable you to study an issue in depth and then providing advice and ideas on specific problems.

OVERVIEW

The information explosion caused by big data collection and new technologies increases the demand for expert analysis. Academic organizations and think tanks are broadening their work to respond to these changing situations. Many think tanks and research organizations focus on foreign policy, economics, and international issues. These organizations are often supported by contracts from the government, foundations, private businesses, individual donors, and endowments. Think tanks employ interdisciplinary approaches to finding long-term solutions to policy-related issues. They can be bi-partisan, partisan, or non-partisan.

In addition to research efforts, think tanks and academia produce major publications and organize professional conferences, lectures, and policy fora. Scholars testify before government committees, submit articles to media outlets, and serve on international task forces.

Work with think tanks and academia generally requires a long view. Be prepared for delayed gratification as the projects you work on may not influence or shape policy change for many years.

Examples of Entry Level Positions

- Analyst
- Assistant Director
- Fellow
- Manager
- Program Specialist
- Project Coordinator
- Research Associate

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Quantitative analysis
- Qualitative management
- Critical thinking and decision making
- Oral communication and presentation skills
- Foreign language proficiency
- Regional expertise
- Technical knowledge related to the job (ex: demonstrated research experience or knowledge of statistical packages)

Example Employers

- [Brookings Institution](#)
- [Bruegel](#)
- [Centre for International Governance and Innovation](#)
- [Center for Strategic and International Studies](#)
- [Chatham House](#)
- [China Institute of International Studies](#)
- [Council on Foreign Relations](#)
- [European Policy Centre](#)
- [Fundação Getúlio Vargas](#)
- [The Heritage Foundation](#)
- [Peterson Institute for International Economics](#)
- [RAND](#)
- [The Tokyo Foundation](#)
- [The Wilson Center](#)

Resources for Additional Information

- [Council of American Survey Research Organizations](#)
- [Harvard Kennedy School Think Tank Search Engine](#)
- [Oxford University Guide to Think Tanks](#)
- [University of Pennsylvania Global Go to Think Tank Index](#)
- [Worldpress.org Library of Think Tanks](#)

Pro Tip

Advancement into senior research positions typically requires a PhD or extensive, specialized experience. As you think about your career trajectory, understand how the time to earn those degrees might fit into your plans. It is unusual, particularly in think tanks, to advance up a career ladder. Instead, most people begin in junior roles, leave to gain additional credentials, and then return.

Alum Profiles



Joel Martinez

Policy Analyst, Mexico, Center for American Progress

Joel Martinez is the Mexico policy analyst for National Security and International Policy at the Center for American Progress. In this role, he conducts research and writes on US-Mexico relations, the role of Latinxs in the United States, and policy developments within Latin America.

Prior to joining American Progress, he worked with the US Agency for International Development's Development Credit Authority office as a financial analyst. Martinez received his master's degree from the **School of Global Policy and Strategy at the University of California, San Diego**, where he focused on international politics and economic development within Latin America. He previously interned with the Washington Office on Latin America and graduated with a bachelor's degree in Latin American and Latino studies from the University of California, Santa Cruz. He is a proud alumnus of Ohlone Community College.



Kori Schake

**Director of Foreign and Defense Policy Studies,
American Enterprise Institute**

Kori Schake is the director of foreign and defense policy studies at the American Enterprise Institute (AEI). Before joining AEI, Dr. Schake was the deputy director-general of the International Institute for Strategic Studies in London. She has had a distinguished career in government, working at the US State Department, the US Department of Defense, and the National Security Council at the White House. She has also taught at Stanford, West Point, Johns Hopkins University's School of Advanced International Studies, National Defense University, and the University of Maryland.

Dr. Schake is the author of five books, among them "America vs the West: Can the Liberal World Order Be Preserved?" (Penguin Random House Australia, Lowy Institute, 2018); "Safe Passage: The Transition from British to American Hegemony" (Harvard University Press, 2017); "State of Disrepair: Fixing the Culture and Practices of the State Department" (Hoover Institution Press, 2012); and "Managing American Hegemony: Essays on Power in a Time of Dominance" (Hoover Institution Press, 2009). She is also the coeditor, along with former Secretary of Defense Jim Mattis, of "Warriors & Citizens: American Views of Our Military" (Hoover Institution Press, 2016). Dr. Schake has been widely published in policy journals and the popular press, including in CNN.com, Foreign Affairs, Politico, The New York Times, The Wall Street Journal, and The Washington Post. She is a contributing writer at The Atlantic and War on the Rocks.

Dr. Schake has a PhD and MA in government and politics from the University of Maryland, as well as an MPM from the **University of Maryland School of Public Policy**. Her BA in international relations is from Stanford University.

|| BANKING AND FINANCE

Banking and finance serve as a bridge between capital-raising entities and capital-producing investors.

OVERVIEW

A career in international banking requires a solid background in accounting, finance, financial markets, statistics, and micro- and macro-economics.

Demonstrable experience that includes economic analysis and an understanding of economic markets and financial trends is also valued by employers. Candidates should be able to understand financial statements and analyze a corporation's growth potential, profitability, industry niche, future projections, and perform a number of similar tasks. For those without previous experience in finance, it may be difficult to enter the field.

The 2008-09 recent recession increased the competition in the financial sector. A summer internship at a bank can provide valuable experience that may help students enter the financial services industry.

Examples of Entry Level Positions

- Anti-Money Laundering positions
- Capital Risk Analyst
- Country Risk Analyst
- Equity Research Associate
- Marketing and Investor Relations Analyst
- Municipal Finance Consultant
- Portfolio Analyst
- Public Policy Research Associate
- Risk Analysis Associate
- Transfer Pricing Analyst
- Trust Administrator

Skills Necessary to Enter the Field

- Quantitative analysis
- Statistical analysis
- Concise, professional, and persuasive writing
- Oral communication and presentation skills
- Data analysis and visualization
- Critical thinking and decision making
- Technical knowledge related to the job
- Project management
- Finance and accounting
- Foreign language proficiency
- Teamwork
- Financial modeling and valuation
- Supervisory experience
- Cross-cultural awareness and communication skills

Example Employers

- [African Development Bank](#)
- [Banco Santander](#)
- [Barclays Capital](#)
- [Credit Suisse](#)
- [European Bank for Reconstruction and Development](#)
- [Goldman Sachs](#)
- [Houlihan Lokey](#)
- [J.P. Morgan Chase & Co.](#)
- [Lazard](#)
- [Macquarie Group](#)
- [Morgan Stanley](#)
- [National Cooperative Bank](#)
- [Nomura](#)
- [Société Générale](#)
- [UBS](#)

Resources for Additional Information

- [American Bankers Association](#)
- [Association for Financial Markets in Europe](#)
- [Bank for International Settlements](#)
- [The Clearing House](#)
- [Financial Stability Board](#)
- [Financial Industry Regulatory Authority](#)
- [Group of 30](#)
- [Global Financial Markets Association](#)
- [Institute of International Bankers](#)
- [International Bankers Association of Japan](#)
- [International Swaps and Derivatives Association](#)

Pro Tip

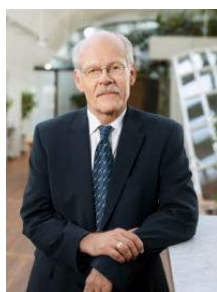
Internships are one of the most effective ways to gain the necessary experience. Many banks offer a summer associate program for which recruiting begins in late fall. These summer associate positions are often a requisite for those seeking full-time banking positions.

Alum Profiles



Justice Johnson
Manager, Content, Convergence

As a Manager, Justice is responsible for Convergence's data and research activities, including building out Convergence's database of historical blended finance transactions, documenting blended finance case studies, developing blended finance trends analysis and benchmarks, and coordinating webinars and workshops. Prior to joining Convergence, she worked at the MasterCard Foundation as Program Coordinator for the Financial Inclusion team. While there, Justice was responsible for contributing to new project development, managing current projects, updating project records and preparing strategic reports, as well as managing team organization and coordination. Prior to joining the Foundation, Justice was at the **University of Toronto's Munk School of Global Affairs** completing her master's thesis on Financial Inclusion and the Role of Government. She also has a variety of research and policy experience through her work at Scotiabank's Government Communications, Policy and Research department, the G20 Research Group, and the World Wildlife Fund.



Stefan Ingves
Governor, Riksbank

Stefan Ingves took up the post of Governor of the Riksbank and Chairman of the Executive Board on 1 January 2006 with a term of office of six years. Ingves' term of office has been extended twice (6 years + 5 years) until 31 December 2022.

He holds a PhD in economics from the **Stockholm School of Economics**. Mr. Ingves has previously been Chairman of the Basel Committee, Director of the Monetary and Financial Systems Department at the International Monetary Fund (IMF), Deputy Governor of the Riksbank and General Director of the Swedish Bank Support Authority. Prior to that he was Under-Secretary and Head of the Financial Markets Department at the Ministry of Finance.

Other international assignments include Chairman of the BIS Banking and Risk Management Committee, member of the Board of Directors of the BIS, Member of the General Council of the European Central Bank, First Vice-Chair of the European Systemic Risk Board, Governor for Sweden in the IMF, Chairman of the Toronto Centre for Global Leadership in Financial Supervision, and Board Member of the Nordic-Baltic Macroprudential Forum.

|| COMMUNICATIONS AND PUBLIC RELATIONS

Communications and public relations specialists build, maintain, and promote the reputation of individuals, organizations, products, issues, and events.

OVERVIEW

In an increasingly globalized world, communications professionals with knowledge of international affairs have a competitive advantage. They identify problems and make efforts to improve relations between a client and the public, in part by studying the attitudes and opinions of various communities or markets. Communication skills are also combining with other sectors, such as in the Information and Communications Technologies for Development (ICT4D) field.

International communications positions could be with national or intergovernmental departments, non-governmental organizations, political campaigns, humanitarian and philanthropic organizations, or in the private sector. These organizations expect excellent writing and oral presentation skills, ideally in multiple languages. They value employees who can tailor messages to different cultures and audiences.

Communications and PR assignments differ from an advertising assignment in that the PR firm utilizes free opportunities for media exposure, disseminating or creating newsworthy publicity of interest to radio, television, and the press instead of producing ads or commercials and purchasing media time or space. While some clients have both public relations and advertising strategies in place, nonprofit organizations rely heavily on communications specialists to promote their issues and events because they often have limited advertising budgets. For example, Amnesty International is an organization that reaches many people through a combination of news releases to the media, direct mail, and lobbying activities.

Examples of Entry Level Positions

- Client Services Representative
- Communications Coordinator
- Marketing and Communications Specialist
- Media Planner
- Public Relations Account Manager
- Public Relations Representative

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Oral communication and presentation skills
- Foreign language proficiency
- Cross-cultural awareness and communication skills
- Data analysis and visualization
- Functional expertise in areas such as: marketing, writing, editing, media relations, graphic design, or social media

Example Employers

- [APCO Worldwide](#)
- [Atlantic Media](#)
- [Burson Cohn & Wolfe](#)
- [The Economist Group](#)
- [International Association of Business Communicators](#)
- [Internews](#)
- [Interpublic Group](#)
- [Media Cause](#)
- [Omnicom Media Group](#)
- [Publicis Media](#)
- [Thomson Reuters](#)
- [United Press International](#)
- [Warner Media](#)
- [Young and Rubicam](#)

Resources for Additional Information

- [Arthur W. Page Society](#)
- [Association for Women in Communications](#)
- [CommPro](#)
- [Council of Public Relations Firms](#)
- [ICT4D Jobs](#)
- [International Association of Business Communicators](#)
- [Institute for Public Relations](#)
- [International Public Relations Association](#)
- [Media Bistro](#)
- [National Association of Government Communicators](#)
- [O'Dwyer's PR Firms Database](#)
- [PR Newswire](#)
- [Provoke](#)
- [PR Week](#)
- [Public Affairs Council](#)
- [Public Relations Society of America](#)
- [Sales and Marketing Executives International](#)

Pro Tip

Employers expect applicants to have a background in web content management, design, social media marketing, press relations, and related fields. Gain experience by being the voice of campus groups on social media or managing web content for small, local organizations.

Alum Profile



Margaret Key
Chief Executive Officer, APAC & MEA, MSL

Margaret Key's responsibilities include leading the MSL agenda across the APAC and MEA region while overseeing the agency's global clients and key strategic initiatives across talents and capabilities. Her strategic counsel, creative platform design and understanding of the Asian stakeholder landscape have been instrumental in raising awareness about her clients, which have ranged from government, food, health, automotive and technology. A

passionate counselor, Key embraces challenging communications assignments that allow her and multi-market teams to showcase Asia, its dynamic markets, communities, and diversified channels.

Prior to joining MSL, she served as the CEO for Zeno Group in Asia and spent close to nine years managing 18 offices as the CEO and COO of Burson-Marsteller Asia-Pacific. Key has also worked with Edelman in the capacity of Director of Regional Health in Hong Kong, General Manager, Edelman Korea and as the Managing Director of Edelman Japan.

She started her career at Hyundai Motor Company, where she managed international corporate communications as part of the company's first overseas public relations team. In 2013, she had the unique opportunity to serve as the foreign media spokesperson for the first female presidential candidate of South Korea, Park Geun Hye. She has also enjoyed teaching as an adjunct professor at Korea's Chungang University. She holds a master's degree from **Yonsei University's Graduate School of International Studies**.

|| CORPORATE SOCIAL RESPONSIBILITY

Corporate Social Responsibility (CSR) refers to business practices that reflect an organization's sense of responsibility towards the community and the environment in which it operates.

OVERVIEW

CSR involves integrating the issues of the workplace, the community, and the marketplace into core business strategies to make a positive impact on all stakeholders. Some firms will strive for a "triple bottom line" - the quest for financial, social, and environmental gains.

Driving this growing field are consumers who want to choose products from firms considered "good corporate citizens," investors who put money into companies with exemplary records, and employers interested in mutually beneficial relationships with local communities. Demand for people with experience in CSR is growing quickly in response to demand for increased transparency and accountability.

The role of – and dedication to – CSR within a company can be ambiguous. Look to understand where CSR falls in the corporate structure: is it under the marketing department? Sourcing? The CEO? These reporting structures will give insight into how the company views its responsibilities. Some companies may excel at marketing, but not have practices that actually make a positive impact.

Customer service experience is helpful, as are project management, data analysis, and marketing skills. Other roles may require supply chain management, cross-cultural communication, legislative, or capacity building experiences.

Examples of Entry Level Positions

- Conflict Mineral Coordinator
- Corporate Communications Associate
- Global Citizenship Specialist
- Responsible Sourcing Manager
- Supply Chain Analyst

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Oral communication and presentation skills
- Technical knowledge related to the job (ex: supply chain management)
- Teamwork
- Project management
- Social media skills
- Client and stakeholder relations
- Critical thinking and decision making
- Industry and functional expertise (such as law, environmental science, public-private partnerships)

Example Employers

- [Acumen Fund](#)
- [Arabella Advisors](#)
- [Calvert Investments](#)
- [Global Reporting Initiative](#)
- [IKEA](#)
- [Keurig Green Mountain](#)
- [Land O'Lakes](#)
- [Levi Strauss & Co.](#)
- [Patagonia](#)
- [Ponemon Institute LLC](#)
- [RSF Social Finance](#)
- [Seventh Generation](#)
- [Standard Chartered Bank](#)
- [The Body Shop International](#)
- [The Walt Disney Company](#)

Resources for Additional Information

- [B Corporation Network](#)
- [Businesses for Social Responsibility](#)
- [Green America Business Network](#)
- [International Cooperative Alliance](#)
- [Responsible Business Alliance](#)
- [United Nations Global Compact](#)
- [World Sustainable Business Council](#)

Pro Tip

Look for a private-sector engagement role in a nonprofit organization as an entry point. Then, stress your transferrable skills to private sector employers. You can also demonstrate a high degree of interest in the field through coursework, conferences, or internships.

Alum Profiles



Leah Butler
Vice President, Responsible Business Alliance

Leah has nine years of experience in regulatory compliance, stakeholder engagement, and extractive sector governance. Her work has focused on environmental remediation of industrial and small-scale mining sites and community development. She has worked for government, international development consulting firms, and the mining industry in the US and Africa. Leah began her environmental career in federal service at US EPA's Superfund Division Region 9. In this role, Leah managed the investigation and cleanup of hazardous waste sites in Arizona and on Hopi and Navajo tribal lands. Leah holds an MA in International Relations and a Master of Environmental Management from **Yale University**.



Likumbi Kapihya
Hub Manager, Social Enterprise Academy Zambia

Likumbi is a social “intrapreneur” with a knack for matching local solutions for local problems with resources to help them scale. With over eight years multi-sector experience spanning legislature, think-tanks, NGOs and consultancies on three continents, she is passionate about catalyzing social and economic development in Africa. Her current position as Hub Manager of the Social Enterprise Academy at BongoHive, Zambia's first innovation and technology hub, sees her support a wide range of entrepreneurs creating solutions to some of the most pressing problems in their communities. She holds a bachelor's in economics from the City University of New York and a dual Master of Public Policy and Administration from **Science Po** Paris and the **Hertie School** in Berlin. She was named a 2019 African Leader by the Obama Foundation.

|| CYBERSECURITY

Cybersecurity is the scientific and practical application of information security to predict, prevent, and respond to threats to military, government, banking, communication, and technology systems.

OVERVIEW

Cybersecurity is one of the fastest growing sectors of intelligence, defense, finance, telecommunications, and many other international relations careers. These professionals are at the forefront of constantly evolving software and hardware used to thwart attacks. Rapid growth in this field has created a demand for professionals that far surpasses the number of qualified candidates.

Some positions may focus on the technical side of information systems. Others may involve research and analysis of information, including qualitative abilities to see broader trends or qualitative details to explore the root causes of those trends. Still other opportunities may look at crafting policy to address how technologies relate to everyday life or finding ways to combat disinformation. Cybersecurity professionals need to address challenges proactively and preventatively.

Organizations not only appreciate employees with the technical skills to defend against cyber-attacks, but also value staff who can provide information on users' (and hackers') motivations and funding sources. Contextual knowledge – such as from regional, historical, or political studies –helps determine how to counter an attack.

Examples of Entry Level Positions

- Cyber Intrusion Analyst
- Information Security Manager
- Intelligence Research Specialist
- Risk and Strategic Analyst
- Special Agent

Skills Necessary to Enter the Field

- Technical knowledge related to the job (ex: coding)
- Project management
- Oral communication and presentation skills
- Concise, professional, and persuasive writing
- Foreign language proficiency
- Industry and functional expertise (ex: Security clearance, Military experience)
- Quantitative analysis

Example Employers

- [Anomali](#)
- [Citi](#)
- [CSC](#)
- [European Centre for Information Policy and Security](#)
- [Facebook](#)
- [IBM](#)
- [Intel](#)
- [INTERPOL](#)
- [Microsoft](#)
- [NATO Cooperative Cyber Defence Centre](#)
- [US National Institute of Standards and Technology](#)
- [Potomac Institute for Policy Studies](#)
- [SAS](#)
- [Sophos](#)
- [US Department of Homeland Security](#)

Resources for Additional Information

- [Asia-Pacific Economic Cooperation](#)
- [Asia Pacific Security Magazine](#)
- [European Cybersecurity Organization](#)
- [European Network for Cybersecurity](#)
- [European Union Agency for Network and Information Security](#)
- [Institute for Critical Infrastructure Technology](#)
- [Information Security Systems Association](#)
- [International Consortium of Minority Cybersecurity Professionals](#)
- [Telecommunications and Information Working Group](#)

Pro Tip

Many experts suggest that you begin with a job, internship, or apprenticeship in IT. This experience will verse you in fundamentals such as administering and configuring systems, networks, database management, and coding to give you a sense of IT procedures and real-world business operations.

Alum Profile



Jan Neutze
Senior Director, Digital Diplomacy & Head, Defending Democracy Program, Microsoft

Jan Neutze leads the Microsoft Cybersecurity & Democracy Team at Microsoft Corp in Redmond, WA which brings together a group of policy, legal and technical experts focused on defending democratic processes and institutions against cyber-enabled interference. In addition, Jan leads Microsoft's cybersecurity norms efforts focused on protecting societies from cyber conflict working with governments and non-government stakeholders around the world.

From 2013 to 2017, Jan built up and managed Microsoft's cybersecurity program in Europe, Middle East, and Africa (EMEA). In that role Jan lead a team of policy and technical experts based in Brussels, with a focus on cybersecurity policy and regulatory issues as well as a range of strategic projects aimed at managing geopolitical risk.

Jan has served in a range of advisory roles on cybersecurity policy issues, including the Permanent Stakeholder Group of the European Network and Information Security Agency (ENISA) from 2015-2017, advising the EU agency's leadership; as well as the Management Board of the Global Commission on Cyber Stability (GCSC).

From 2011-2013, Jan worked in Microsoft's Trustworthy Computing Group at Microsoft headquarters focusing on cybersecurity public policy, risk management and critical infrastructure protection. Jan joined Microsoft from the United Nations Headquarters where he served for three years in the UN Secretary-General's Executive Office and in the Department of Political Affairs, leading a range of cybercrime and counterterrorism projects. Prior to his work at the UN, Jan managed transatlantic policy projects at the German Marshall Fund of the United States and the Atlantic Council of the United States. Jan is a Certified Information Systems Security Professional and a Certified Information Privacy Professional and holds a J.D. from the University of Muenster, Germany as well as an M.A. from the **School of Foreign Service at Georgetown University** in Washington, DC.

|| ENERGY

The energy industry encompasses products and services related to the safe and reliable delivery of electricity, natural gas, oil, renewables, and other energy resources.

OVERVIEW

The energy industry encompasses a variety of products and services including electricity, natural gas, oil, and renewables. Many actors are involved in the energy sector – local and national governments, for-profit companies, non-governmental organizations, citizens' groups, public utilities, and more.

Work may include procuring energy, securing capital investment, forecasting demand, analyzing risk, forecasting trends, and/or developing, evaluating, and operating energy infrastructure projects. You might be asked to manage programs, verify data, research and develop alternative energy resources, market efficiency programs, assess environmental and regulatory compliance, and/or acquire and develop power plants for the competitive market.

Examples of Entry Level Positions

- Business Development Specialist
- Climate Change Specialist
- Global Social Investment Specialist
- Energy Technology Program Specialist
- Financial Analyst
- General Engineer
- Risk Analyst

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Oral communication and presentation skills
- Data analysis and visualization
- Critical thinking and decision making
- Quantitative analysis
- Statistical analysis
- Technical knowledge related to the job
- Project management
- Finance and accounting
- Teamwork
- Field experience
- Financial modeling and valuation
- Supervisory experience
- Contract management
- Cross-cultural awareness and communications

Example Employers

- [BP](#)
- [Bloomberg New Energy Finance](#)
- [Edison Energy International](#)
- [Energy Security Analysis Inc](#)
- [Environmental Defense Fund](#)
- [Evolution Markets](#)
- [International Energy Agency](#)
- [IHS/Cambridge Energy Research Associates](#)
- [Natural Resources Defense Council](#)
- [Shell](#)
- [SolarCity](#)
- [SouthPole](#)
- [United Nations Environment Program](#)
- [United States National Renewable Energy Laboratory](#)
- [Winrock International](#)

Resources for Additional Information

- [American Council on Renewable Energy](#)
- [Global Alliance for Clean Cookstoves](#)
- [International Renewable Energy Agency](#)
- [Organization for Petroleum Exporting Countries](#)
- [Plunkett's Energy Industry Almanac](#)
- [Renewable Energy Association \(UK\)](#)
- [US Renewable Energy Association](#)
- [World Coal Association](#)
- [World Wind Energy Association](#)

Pro Tip

Some career paths in the energy field may require an engineering or business background, but many opportunities exist for those with a wider scope of skills, experience, and training. Careers in regulatory analysis, economic modeling, policy making, and research often do not require a technical background. Knowledge of the field and an understanding of finance, economics, geographic regions, the environment, and/or regulation can increase competitiveness.

Alum Profiles



Julia Kim
Climate & Energy Program Director,
Local Government Commission

Julia Kim joined the Local Government Commission (LGC) in March of 2015 and serves as the Director of Climate and Energy Programs. She helps to create livable, resilient communities by partnering with public agencies, community leaders, and key stakeholders throughout California on place-based climate resilience initiatives while supporting the advancement of the climate change field at-large. She focuses on the opportunities that climate change presents to redesign existing systems and processes while collaborating with diverse partners to implement equitable, innovative, and comprehensive climate solutions.

At LGC, Julia leverages her experience and skills in policy analysis, communications, strategic planning, and graphic design to provide technical assistance, facilitate collaborative networks, develop resources and tools, and manage complex projects. She also supports LGC's CivicSpark AmeriCorps Program as the adaptation sector lead and previously facilitated the Statewide Energy Efficiency Collaborative, engaged in two research projects through California's Fourth Climate Change Assessment, and supported an array of additional climate- and energy-focused projects.

Prior to joining LGC, Julia led marketing and development at the Rising Sun Energy Center and served as the communications director at RE-volv. Julia earned a B.A. in political science and philosophy, and an M.P.P. in environmental policy and international security/economic policy, both from the **University of Maryland**.



William Nelson
Head of Power, Bloomberg New Energy Finance

William Nelson is Head of Power at Bloomberg NEF. He oversees analysis of the electricity sector, with a focus on deregulated wholesale power markets in North America. He and his team evaluate power plant economics, estimating operating margins (revenues minus expenses) in liberalized markets. This entails detailed study of a full suite of energy dynamics, including: grid supply-demand fundamentals; wholesale power and fuel pricing patterns; capacity markets; environmental commodities; ancillary services; policy and regulation.

Nelson is also Adjunct Professor at New York University and Columbia University where he teaches Master's courses on global electricity markets and policy. His previous experience includes strategy consulting at the Earth Institute and software design at Electronic Arts. He holds a bachelor's in physics from the University of California at Santa Barbara and a Masters in Energy Policy and Finance from **Columbia University**.

|| ENVIRONMENT

Careers working on the environment bring together economics, science, policy, and social issues to restore or protect people and habitats.

OVERVIEW

Environmental work can be separated into work on green and brown issues. Brown projects include local issues related to managing resources and the byproducts of production or habitation. Green projects address larger, transnational questions, such as climate change or biodiversity. Work on green issues is increasingly rapidly, even as financial investment in brown projects remains flat.

You need to understand the human, political, social, and scientific processes that influence physical and biological environments. In the public sector, agencies at the local, city, state/province, national, and international levels work to restore damaged habitats or prevent harm to people and places. Companies will consider environmental factors to protect supply lines, comply with regulation, or use market forces to reduce their impact on the natural world. Nonprofit organizations might advocate for cleaner resources, work to preserve communities or habitats, or strive to hold companies and governments accountable. Many international environmental networks have local chapters, so be sure to check both the umbrella organization and your national branch.

Examples of Entry Level Positions

- Campaigner
- Climate Project Manager
- Conservation Program Manager
- Environmental Compliance Specialist
- Environmental Project Manager
- GIS Analyst
- Impact Investor
- Policy Analyst
- Science Coordinator

Skills Necessary to Enter the Field

- Advocacy
- Client stakeholder relations
- Concise, professional, and persuasive writing ability
- Data analysis and visualization
- Field experience
- Monitoring and evaluation
- Project management
- Survey design
- Technical knowledge related to the job

Example Employers

- [Climate Analytics](#)
- [Conservation International](#)
- [EarthWatch](#)
- [Friends of the Earth International](#)
- [League of Conservation Voters](#)
- [New Climate Institute](#)
- [New Forests](#)
- [Rainforest Alliance](#)
- [Stockholm Environment Institute](#)
- [US Environmental Protection Agency](#)
- [World Wildlife Fund](#)

Resources for Additional Information

- [350.org](#)
- [Air and Waste Management Association](#)
- [Asia-Pacific Network for Global Climate Research](#)
- [Earth Institute, Columbia University](#)
- [Future Earth](#)
- [International Society for Ecological Economics](#)
- [Local Government Environmental Assistance Network](#)
- [National Association of Environmental Professions](#)
- [Society of Women in Environmental Professionals](#)

Pro Tip

Balancing knowledge of policy and science is critical. Consider in which area you may be weakest and build experience there through internships, coursework, and volunteering. For field experience, consider natural clean-up efforts or work to advance responsible alternatives in your community.

Alum Profiles



Chigozie Okwu
Environmental Officer, US Agency for International Development

Chigozie Okwu wants to build partnerships between local communities and private institutions to address social and environmental inequities. He is particularly interested in examining the relationship between inequality and health outcomes, especially for marginalized communities.

Chigozie attended Knox College, where he majored in Economics and Anthropology/Sociology. During undergrad, he studied abroad at both the University of Dar Es Salaam in Tanzania and the University of Hyderabad in India and worked on Water, Hygiene and Sanitation issues with an NGO - all of which provided him the opportunity to study environmental challenges in a developing country context. These experiences shaped his desire to pursue a career at the intersection of international development and environmental sustainability. He holds a Master's in Public Policy and a Master's in Environmental Justice from the **University of Michigan Ford School of Public Policy**. Currently, Chigozie is an Environmental Officer with the United States Agency for International Development (USAID). Chigozie is a recipient of the USAID Donald M. Payne International Development Graduate Fellowship. He was a Public Policy and International Affairs Fellow and a Benjamin A. Gilman Scholar.



Jin Young
Director for Asia, Green Growth Institute

Jin Young is Director for Asia at Global Green Growth Institute (GGGI), in charge of a growing portfolio of programs and in-country operations in Cambodia, China, India, Indonesia, Lao PDR, Mongolia, Myanmar, Nepal, Philippines, Thailand, Vietnam, Sri Lanka and Uzbekistan.

She also served as UAE Country Representative of GGGI, setting up GGGI's UAE Country Program from its inception; over the years she has provided policy advisory to the government resulting in the successful establishment of the landmark national policies such as the UAE Green Agenda 2015-2030 and the National Climate Change Plan.

Before joining GGGI, she worked for the Presidential Committee on Green Growth of Korea and Korean National Commission on Sustainable Development primarily working on international dimension of Korea's Green Growth and Sustainable Development Strategy and related policy directions.

She graduated from Seoul National University (BA in Economics and Int'l Relations) and holds dual MAs from **Seoul National University** (Int'l Relations) and University of Washington (Political Science and Political Methodologies).

|| EUROPEAN UNION

The European institutions bring together member countries to address economic, security, social, and political issues.

OVERVIEW

Most European Union (EU) institutions were created in the aftermath of World War II. As the EU website says, “the idea being that countries that trade with one another become economically interdependent and so more likely to avoid conflict.”

The EU consists of three main bodies: the European Commission, the European Parliament, and the European Council.

Full-time employment is open to citizens of EU member countries only. The application process varies according to the contract type. Competition for positions is fierce; and, recruitment is a multi-step process, so be prepared for a wait. Candidates who are successful in an initial selection procedure are placed on a ‘reserve list’ from which all EU institutions can directly recruit. The reserve list is a database containing information on the profile, competencies, and availability of all the successful candidates in a selection procedure. Being on a reserve list is not a guarantee of recruitment, but, on average, 50% of candidates are recruited within seven months. Reserve lists are normally valid for one year (or three years for specialists) and may be extended according to the needs of the institutions. Your profile on the list is critically important, as this information is what institutions use to evaluate suitability.

Opportunities also exist within the individual parties, with members of the European Parliament, and with national delegations to the institutions. For non-EU citizens, nonprofits or associations which are accredited to the EU might offer opportunities, but even these positions are typically reserved for EU citizens.

Opportunities for internships (stagiaire) are open to non-EU nationals, as well as EU nationals. The stage program offers an excellent experience and is a well-respected credential. Three to five months in Brussels also affords potential opportunities for networking, as many major European and international institutions are head-quartered or maintain offices there. The age limit for the stage program is 30 years

Examples of Entry Level Positions

- Assistant
- Economic Analyst
- Linguist
- Parliamentary Assistant
- Policy Administrator
- Trainee

Skills Necessary to Enter the Field

- Client stakeholder relations
- Foreign language ability
- Regional expertise
- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Cross-cultural awareness and communication skills
- Technical knowledge related to the job

Example Employers

- [Agency for the Cooperation of Energy Regulators](#)
- [European Asylum Support Office](#)
- [European Atomic Energy Community](#)
- [European Aviation Safety Administration](#)
- [European Central Bank](#)
- [European Committee of the Regions](#)
- [European Court of Auditors](#)
- [European Data Protection Supervisor](#)
- [European Defence Agency](#)
- [European Economic and Social Committee](#)
- [European External Action Service](#)
- [European Investment Bank](#)
- [European Parliament](#)
- [European Police Office \(Europol\)](#)
- [European Union Intellectual Property Office](#)

Resources for Additional Information

- [Diplomatic Missions accredited to the European Union](#)
- [Europe in 12 lessons](#)
- [European Personnel Selection Office](#)

Pro Tip

There are 24 official EU languages. You must command at least two of them to apply for positions. French and English are usually the minimum expectations. Build and maintain your language skills through coursework and activities, such as language groups on campus or by finding native speakers in your community. Fluency does not need to come from formal coursework; how you obtain the language skills is less important than that you have them.

Alum Profile



Maroš Šefčovič

Vice-President for Energy Union, European Commission

Maroš Šefčovič is a Slovak diplomat and, since November 2014, Vice President of the European Commission in charge of the Energy Union. In this role he is responsible for establishing a European Energy Union by connecting infrastructures, enforcing legislation, and increasing competition to help drive down costs for citizens and businesses and boost growth.

In 2014 he was elected as the Member of the European Parliament and from 2010-2014 he was Vice President of the European Commission in charge of Inter-Institutional Relations and Administration. In 2009-2010, he was European Commissioner for Education, Training, Culture and Youth. From 2004-2009, he was the Permanent Representative of the Slovak Republic to the European Union.

As diplomat by profession, he served between 1992 and 2004 in Zimbabwe and Canada and as Ambassador to Israel. He graduated from the University of Economics in Bratislava and the **Moscow State Institute for Foreign Relations** (MGIMO). He holds a degree as Doctor of Law and a PhD in European Law from the Comenius University, Faculty of Law, Bratislava. He also studied at Stanford University, USA.

Maroš Šefčovič published a book on his first mandate as Vice-President entitled "Driving the EU forward – straight talks with Maroš Šefčovič" (John Harper Publishing, London 2014).

|| FOUNDATIONS

A foundation is a non-governmental entity established with the principal purpose of making grants to unrelated organizations or individuals for scientific, educational, cultural, religious, or other charitable purposes.

OVERVIEW

The broad definition of a foundation encompasses two types: private foundations and grant-making public charities. A private foundation derives its money from a family, individual, or corporation. In contrast, the Foundation Center defines a grant-making public charity (sometimes referred to as a "public foundation") as one which derives its support from diverse sources, such as individuals, government agencies, and other foundations.

Qualifications needed to enter the field vary depending on the position and/or position level that is advertised. In general, people who go into foundation work must be able to write clearly and succinctly. They should be comfortable with making qualitative judgments, have a global perspective on ideas and issues, be creative thinkers, and master critical analysis. Other qualifications include field experience, fluency in foreign languages, and a graduate degree (either at the masters or Ph.D. level).

Professional opportunities in the foundation field are competitive. Program officer positions often require prior experience with a grantee or in the field. Entry level positions include knowledge management and communication specialists, positions which then may allow you to transition to portfolio teams down the line

To break into the field, consider positions with grantees or philanthropic ventures that are local, regional, or issue-area focused. Building relationships and experience within the sector will be critical for moving up the ladder.

Examples of Entry Level Positions

- Associate Manager
- Grant Coordinator
- Policy Officer
- Program Manager
- Proposal Manager

Skills Necessary to Enter the Field

- Client and stakeholder relations
- Concise, professional, and persuasive writing
- Monitoring and evaluation
- Oral communication and presentation skills
- Project management
- Proposal development/grant writing

Example Employers

- [Aga Khan Foundation](#)
- [Ford Foundation](#)
- [George Lucas Educational Foundation \(EduTopia\)](#)
- [Henry Luce Foundation](#)
- [Hewlett Foundation](#)
- [Li Ka Shing Foundation](#)
- [MacArthur Foundation](#)
- [Mastercard Foundation](#)
- [Open Society Foundation](#)
- [Robert Bosch Foundation](#)
- [Rockefeller Brothers Fund](#)
- [Rockefeller Foundation](#)
- [Skoll Global Threats Fund](#)
- [W.K. Kellogg Foundation](#)

Resources for Additional Information

- [Council on Foundations](#)
- [Global Philanthropy Forum](#)
- [Grantmakers in Health](#)
- [Network of European Foundations](#)
- [Peace and Security Funders Group](#)
- [The Chronicle of Philanthropy](#)
- [The Foundation Center](#)

Pro Tip

Knowing someone on the staff or board, completing an internship or project with a foundation, or connecting with a professors or alum who serves as consultants or board members are all helpful ways in which to break into the field.

Alum Profile



Sundaa Bridgett-Jones

Director of Global Policy, The Rockefeller Foundation

Sundaa Bridgett-Jones leads The Rockefeller Foundation's support of policy innovations to help solve pressing global issues including equitable economic development, green energy transitions, state fragility, and achieving the Sustainable Development Goals. Prior to this portfolio, she leveraged a \$160 million investment to launch a global resilience initiative to transform humanitarian and development aid delivery in Africa and Asia and oversaw the development of a City Resilience Index, which has influenced the climate resilience work of Fortune 500 companies and over 100 cities.

Bridgett-Jones has over 20 years of experience designing and executing high-impact global initiatives. Between 2010 and 2012, as a senior advisor, she led the Office of Policy Planning and Public Diplomacy at the US Department of State's Bureau of Democracy, Human Rights and Labor in groundbreaking advocacy on Internet and religious freedoms. As a member of the White House National Security Staff interagency committee, she helped develop the Open Government Partnership, a featured public-private partnership spearheaded by the Obama administration and the Government of Brazil. Before joining the State Department, Bridgett-Jones was founding director of the Scholars in the Nation's Service Initiative at Princeton University designed to encourage top university students to pursue careers in government service.

Earlier, Bridgett-Jones held a deputy chief of staff role in the United Nations Secretariat Department of Political and Peacebuilding Affairs and devised preventive diplomacy plans for South Asia. As an International Affairs Fellow at the Council on Foreign Relations, she researched and wrote about US foreign policy and democracy promotion after a decade of leading democratic governance initiatives at the US Agency for International Development (USAID). During her time at USAID, Bridgett-Jones served in the Middle East, Southern Africa, and Central Asia. Her final diplomatic assignment was as an USAID representative to the Coalition Provisional Authority in Baghdad, Iraq, where she set up the first Transitional National Assembly.

Bridgett-Jones began her career as a Presidential Management Fellow. She is a member of the Council on Foreign Relations and the University of Pittsburgh Board of Trustees. She holds a Master's in Public and International Affairs from the **University of Pittsburgh** and a Bachelor of Science in Foreign Service from Georgetown University.

|| GLOBAL HEALTH

Global health refers to health problems that transcend national borders and can spread from one country to another.

OVERVIEW

Careers in global health can involve providing direct care, research, or policy.

Careers are found where research, technology, government, and society intersect. Knowledge of medicine, health, or nutrition enables you to manage a program or write about a topic, even if you have not practiced medicine specifically.

Systems thinking and an understanding of data are critical to analyze trends and find areas for improvement. Health professionals need to understand data-driven and evidence-based program design. Through coursework, internships, and outside activities, get comfortable using data to evaluate outcomes and recommend improvements to programs. Knowledge of GIS and mapping will be very useful for certain roles, particularly in the field. Project management experience helps to set you apart.

You must know how to build relationships and social capital with the communities in which you are working, with donors, and with other partners. Cross-cultural communication skills are vital; language competencies important. Regional expertise helps you understand how local governing bodies and health care systems work. A general understanding of the local political system is also needed, especially in the field. Marketing and outreach skills ensure messages can be easily transmitted and understood.

Business development and project design opportunities can be an effective entry point into the field, particularly for those without a technical background.

Global health professionals need a thick skin and a strong sense of humility. You must be comfortable making mistakes. Adaptability, flexibility, open-mindedness, and a high tolerance for ambiguity are critical.

Examples of Entry Level Positions

- Business Support Specialist
- Program Developer
- Technical Advisor
- Program Manager
- Proposal Manager

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Cross-cultural awareness and communication skills
- Monitoring and evaluation
- Technical knowledge related to the job
- Supervisory experience
- Emotional intelligence
- Field experience
- Foreign language proficiency
- Industry and functional expertise

Example Employers

- [Action for Global Health](#)
- [Concern Worldwide](#)
- [Doctors Without Borders / Médecins Sans Frontières](#)
- [Bill & Melinda Gates Foundation](#)
- [Global Vaccine Alliance \(Gavi\)](#)
- [The Global Fund to Fight AIDS, Tuberculosis and Malaria](#)
- [Global Health Europe](#)
- [Helen Keller International](#)
- [Jhpiego](#)
- [Partners in Health](#)
- [PLAN International](#)
- [Project HOPE](#)
- [US Center for Disease Control and Prevention](#)

Resources for Additional Information

- [American Public Health Association](#)
- [Global Health Council](#)
- [International Nutrition Foundation](#)
- [Center for Global Development, Global Health Policy](#)
- CSIS [Center for Global Health Policy](#)
- [Duke Global Health Institute](#)
- [Explore Health Careers](#)
- [Kaiser Family Foundation, Global Health Policy](#)
- [Public Health Jobs Worldwide](#)
- [Washington Global Health Alliance](#)

Pro Tip

To gain a foothold in the field, you need strong personal connections. Relationships open doors. Internships with organizations, particularly in the field, are the best way to build those ties. They show what you can do and enable employers to connect a face with an application.

Alum Profile



Laura Lloyd-Braff

Yemen Project Management Officer, World Health Organization

Laura Lloyd-Braff has been involved in emergency response work for the World Health Organization (WHO) since 2013.

Ms. Lloyd-Braff earned a master's degree from the **University of Denver Josef Korbel School of International Studies** in 2014 and Bachelor of Arts in History from James Madison University in 2009. She served as a Peace Corps Volunteer in Ukraine from 2009 – 2012 and a Health and Hygiene Impact Specialist in South Sudan from November 2012-May 2014.

During graduate school, she interned with the WHO Western Pacific Regional Office in The Philippines. After graduating, she returned to Manila to support the WHO's recovery efforts from Typhoon Haiyan. She then became a WHO Technical Officer and Kharkiv Hub Coordinator in Ukraine. There, she conducted health assessments, mapped identified health needs, identified activities to overcome gaps in the health system in conflict-affected areas. In 2015, she returned to the United States to serve as a Resource Mobilization Technical Advisor in the ChildFund International Emergency Management Unit in Washington DC.

Since 2017, she has worked as a Project Management Officer on the Emergency Health and Nutrition Project, which - in partnership with the World Bank and UNICEF - supports the provision of Health and Nutrition Services in health facilities, while simultaneously protecting the health system in Yemen from collapse so future generations can benefit from it.

GOVERNMENT RELATIONS, LOBBYING, CAMPAIGNING

Government relations involves individuals and organizations engaged in promoting the interests of their employers or clients to the government.

OVERVIEW

Positions involve monitoring legislative and executive activities to influence policy, legislation, regulations, or negotiations on behalf of governments, industries, specific companies, interest groups, or constituencies. Employers consist of public relations consultants, law firms, corporate lobbying agents, public interest organizations, trade and professional associations, political action committees, and political parties. There is even a subdivision within the US Executive Branch that represents various departments and agencies when attempting to influence Congress on legislative affairs.

Moving between government and lobbying organizations - known as the “revolving door” - increases a person’s marketability in both the public and private sector. There are few permanently established career paths in lobbying, as these positions are influenced by the ebb and flow of politics and the current opportunities available in the government.

Careers may begin as a research assistant within a lobbying organization and then move to work as a program manager for an elected official or government agency. Many lobbying firms have global offices, which could enable you to transfer countries as you change positions. In any position, understanding the policymaking process of the country/countries in which you work is critical.

Salaries vary based on experience and professional contacts, but private sector companies typically pay more than nonprofit and public interest organizations.

Lobbyists have become more prevalent. According to The Washington Post, the number of registered lobbyists in DC has more than doubled since 2000 to 34,750+. While they serve as advocates for the interests of their clients, they also provide information for elected officials and staff to use in the decision-making process. National lobbying is the most visible; however, lobbying at the subnational level is growing (cities, states/provinces).

In many places, lobbying is regulated by law, calling for the disclosure by lobbyists of the organizations or clients they represent. In the United States, lobbying is governed by the Lobbying Disclosure Act and Foreign Agents Registration Act. Similar laws have been enacted in Europe. Be sure you understand what is legally permitted and what is not.

Examples of Entry Level Positions

- Government Affairs Manager
- Government Liaison
- Issues Analyst
- Public Affairs Associate
- Research Analyst
- Research Assistant or Associate

Skills Necessary to Enter the Field

- Advocacy
- Client and stakeholder relations
- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Emotional intelligence
- Industry and functional expertise (ex: comprehensive knowledge of legislative processes)
- Oral communication and presentation skills

Example Employers

- [Asia Securities Industry & Financial Markets Association](#)
- [The Brady Campaign](#)
- [Bread for the World](#)
- [Burson Cohn & Wolfe](#)
- [Children's Defense Fund](#)
- [European Federation of Food, Agriculture and Tourism Trade Unions](#)
- [Fair Trade Advocacy Office](#)
- [Glover Park Group](#)
- [National Association of Manufacturers](#)
- [National Federation of Independent Business Inc.](#)
- [ONE Campaign](#)
- [Scotch Whisky Association](#)
- [Squire Patton Boggs LLP](#)
- [Weber Shandwick Worldwide](#)

Resources for Additional Information

- [The Advocacy Institute](#)
- [Association of Government Relations Professionals](#)
- [Canadian Centre for Policy Alternatives](#)
- [European Union Transparency Register](#)
- [Political Advocacy Groups' directory of United States Lobbyists](#)
- [Women in Government Relations](#)

Pro Tip

Begin with volunteer work on political campaigns. After acquiring experience, you can often move into mid-level positions. Without it, you typically begin in the research area or in roles that support more senior staff.

Alum Profile



Nicole Isaac

Senior Director, North America Policy, LinkedIn

Nicole Isaac is the Head of North America Policy at LinkedIn and manages strategic engagement with local, state, provincial and federal governments across North America. Nicole previously served as LI Director of US Public Policy where she managed day to day policy and government affairs portfolio, taking on primary responsibility for engaging with the Administration, Congress, and policy-oriented NGOs on issues ranging from privacy and security to workforce policy issues. Nicole joined LinkedIn as the head of Economic Graph Policy Partnerships and worked with local, state, federal and international elected officials on leveraging strategic information for investments in the 21st century workforce and to provide critical labor insights. Nicole taught international business and geopolitics at Georgetown, and founded a social impact accelerator, Code the Streets, to increase resources to inner city communities.

Nicole was previously a Special Assistant to the President for Legislative Affairs, where she guided President Obama's policy priorities before the Judiciary, Financial Services and Appropriations Committees of the US House of Representatives. As a Special Assistant to the President, Nicole was chief liaison to nearly 100 Members of Congress. In this role, she was known for her effective oversight of tough legislative issues, ranging from telecommunications and intellectual property reform to immigration and housing finance. She was also selected as one of 25 individuals from across the Administration to participate in the President's first leadership development workshop. Prior to serving as a legislative advisor to the President, Nicole was Deputy Legislative Director for the Office of the Vice President.

Nicole spent almost five years on Capitol Hill, including in the US House of Representatives, with the Office of Legislative Counsel and with House leadership, and in the US Senate, with the Assistant Minority Leader, Dick Durbin. She also served as a law clerk to the Honorable Dikgang Moseneke, the Deputy Chief Justice of South Africa.

Nicole completed her Juris Doctor from the University of Pennsylvania Law School and a Master of Arts degree in International Affairs from **Columbia University**, respectively, in 2004. She received her Bachelor of Arts degree from Brown University. She also completed a Master of Studies (LLM equivalent) in International Human Rights Law at Oxford University in the United Kingdom. She is a 2016 Presidential Leadership Scholar, and a 2018 Young Leader with the French- American Foundation. Nicole serves on the Board of the Biden Foundation. She is Afro-Latino (Jamaican and Costa-Rican) and lives in Washington, D.C., with her husband.

|| HUMAN RIGHTS

The international human rights field focuses on the alleviation of human suffering and the protection and promotion of fundamental rights.

OVERVIEW

Work in human rights can be challenging and intense. Organizations use a variety of disciplines to advance justice, including direct service, advocacy, policy development, and research. Activities include research focusing on preventing and ending human rights abuses throughout the world, monitoring human rights developments, conducting on-site investigations, writing reports on human rights conditions, engaging in advocacy to publicize and curtail violations, litigation, lobbying, and promoting human rights practices in social and political structures. In addition, human rights professionals provide advisory and educational services, refugee assistance, policy analysis for national and international institutions, assistance in institution building, and economic development monitoring.

The field is comprised of a broad spectrum of governmental, intergovernmental, and non-governmental organizations. Careers address the full spectrum of human rights: economic, social, cultural, political, and civil. The field of human rights overlaps with key issue areas of peace and security, development, law, humanitarian assistance, and economic and social affairs.

Examples of Entry Level Positions

- Advocate
- Campaigner
- Community Organizer
- Field Researcher
- Human Rights Monitor
- Project Coordinator
- Reporter or Investigator
- Rights Educator

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Cross-cultural awareness and communication skills
- Emotional intelligence
- Field experience
- Foreign language proficiency
- Monitoring and evaluation
- Oral communication and presentation skills
- Regional expertise
- Social media skills
- Advocacy

Example Employers

- [Amnesty International](#)
- [Carter Center](#)
- [Center for Economic and Social Rights](#)
- [Derechos Human Rights](#)
- [Freedom House](#)
- [Global Exchange](#)
- [Human Rights First](#)
- [Human Rights Watch](#)
- [Internal Displacement Monitoring Centre](#)
- [International Center for Transitional Justice](#)
- [International Refugee Rights Initiative](#)
- [International Rescue Committee](#)
- [Physicians for Human Rights](#)
- [United Nations High Commissioner for Human Rights](#)

Resources for Additional Information

- [AAAS Science and Human Rights Program](#)
- [Alliance for Conflict Transformation](#)
- [Human Rights Internet](#)
- [Human Rights Organizations and Resources](#)
- [Human Rights Resource Center](#)
- [Human Rights Education Associates](#)
- [Human Rights Information and Documentation System International](#)
- [The People's Movement for Human Rights, National Center for Human Rights Education](#)
- [University of Minnesota Human Rights Library](#)

Pro Tip

Sponsor a letter-writing or awareness campaign in your community to gain experience in organizing and explaining human rights issues to others. That experience can also provide you with a specific project to discuss in job and internship interviews.

Alum Profiles

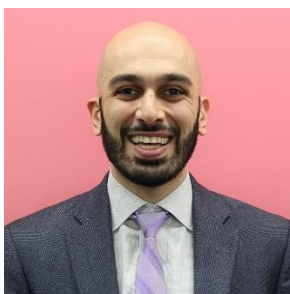


Nelson Castro

Senior Program Coordinator, Human Rights, Latin America and the Caribbean, Vital Voices

Nelson Castro Cayetano is the Senior Program Coordinator for Latin America and the Caribbean in the Human Rights Team, supporting efforts in Honduras, Cuba and throughout the region and providing regional and linguistic expertise to the Voices Against Violence: The Gender Based Violence Global Initiative.

Prior to joining Vital Voices, Nelson worked at the Food and Agriculture Organization of the United Nations supporting a multi-stakeholder platform working to address issues in the global banana supply chain, focusing on women workers in Latin America. He also has experience serving as an adjudicator for the Colorado Department of Labor and Employment. Nelson graduated with a MA in International Development from **Sciences Po Paris**, and a BA in French and Political Science from the University of Colorado, Denver. He speaks Spanish, French, Italian and is learning Portuguese.



Audel Shokohzadeh

Community Engagement Director, Minnesota Department of Human Rights

Audel Shokohzadeh is the Community Engagement Director for the Minnesota Department of Human Rights.

Audel's work focuses on engaging with community to ensure all Minnesotans can live dignified lives, free from discrimination. An organizer at heart, Audel brings together his expertise in communications and policy research and applies an equity and inclusion lens to identify opportunities to forge partnership to protect every Minnesotan's civil rights. He previously worked on the communications team at The Stimson Center and a Staff Assistant in the United States Senate in Washington DC.

Audel received his Bachelor of Arts in Political Science and Communications from the University of Massachusetts Amherst. He holds a Master of Public Policy from **the Humphrey School of Public Affairs at the University of Minnesota**.

|| HUMANITARIAN ASSISTANCE AND RELIEF

Humanitarian assistance is a complex field involving governments, non-governmental organizations, and intergovernmental organizations, which seek to respond to complex emergencies. These groups work quickly to bring life-saving skills and technologies and reestablish basic services.

OVERVIEW

Careers in humanitarian assistance relief require an endurance of mind and spirit. Problems may seem simple, but often involve a complex series of actors and the sequencing of change.

A master's degree, a dedication to making the world a better place, and a desire to serve others by doing good works are all necessary qualifications to enter this field. Expertise in a key technical area, including food security, public health, nutrition, logistics, or conflict resolution, is strongly recommended. You need the ability to analyze trends and find areas for improvement. You must demonstrate business acumen, personal diplomacy, and basic toughness. You need a thick skin. Be prepared to take and absorb criticism. It's difficult work, often in difficult contexts. Other necessary qualifications for some positions include two or three years of experience in the developing world and the requisite foreign language.

Keep in mind that many humanitarian groups are not operating solely under emergency conditions. They typically also have a mandate to focus on long-term ways to address the conditions that create humanitarian disasters.

More and more, humanitarian and relief organizations are hiring national staff to fill positions in country. When they cannot find national candidates, they may turn to non-nationals who are already on the ground. Much of the hiring is done through word of mouth and relationships; you should be comfortable building a network of contacts.

Field experience, humility, and language skills help candidates stand out. Organizations need to believe that you can handle yourself in a difficult situation while caring for vulnerable people.

Examples of Entry Level Positions

- Business Development Specialist
- Junior Program Officer
- Monitoring and Evaluation Officer
- Project Manager
- Supply Chain and Logistics Officer

Skills Necessary to Enter the Field

- Critical thinking and decision making
- Cross-cultural awareness and communication skills
- Field experience
- Tolerance of ambiguity
- Foreign language proficiency
- Project management
- Regional expertise
- Advocacy

Example Employers

- [Blumont](#)
- [CARE](#)
- [Catholic Relief Services](#)
- [Chemonics International](#)
- [HIAS](#)
- [International Medical Corps](#)
- [Islamic Relief](#)
- [Mercy Corps](#)
- [Norwegian Refugee Council](#)
- [Oxfam International](#)
- [Save the Children](#)
- [UN High Commissioner for Refugees](#)
- [UN Office for the Coordination of Humanitarian Affairs](#)
- [UN Volunteers](#)
- [World Vision International](#)

Resources for Additional Information

- [DevNetJobs.org](#)
- [Global Health Corps](#)
- [Global Humanitarian Assistance Report](#)
- [Humanitarian Accountability Partnership International](#)
- [OneWorld International Foundation](#)

Pro Tip

Gaining international field experience can be difficult to get without first having a position in place. Look for local volunteering opportunities with refugees or disaster survivors to build your skills and knowledge.

Alum Profile



Thynn Thynn Hlaing
Country Manager, Papua New Guinea,
Clinton Health Access Initiative

Thynn Thynn Hlaing is a development professional who has been working in humanitarian and long-term development programs for more than 15 years. Her primary focus is on women's rights and women's empowerment issues.

Currently, Thynn Thynn serves as Country Manager for the Clinton Health Access Initiative (CHAI) program in Papua New Guinea (PNG). She is leading the team and all the elements of CHAI's operations in Papua New Guinea to support PNG's government on their improvement of health financing and its outcomes for the most vulnerable.

She previously worked as the Country Director of Oxfam International in Sierra Leone over 4 years from 2013 to 2018. She has previously worked in Myanmar, Cambodia, Sri Lanka, and Liberia. Thynn Thynn was selected as the best INGO Woman Leader for 2017 in Sierra Leone by the INGO Watchdog Association in Africa.

She is passionate about helping impoverished women overcome their social, political, and economic barriers by bringing about tangible and social change. She has championed women rights by supporting a transformative political leadership journey for women leaders in Sierra Leone. During the Ebola crisis, she led and successfully implemented Oxfam's emergency response which was staffed by 400 employees to fight against the global threat.

A native of Myanmar, Thynn Thynn holds a master's in public administration degree from **Lee Kuan Yew School of Public Policy, National University of Singapore**.

|| INTERNATIONAL BUSINESS (GENERAL)

The world is a global marketplace; all types of businesses conduct operations across national borders and throughout the world. Multinational corporations, joint ventures, financial institutions, law and consulting firms, and manufacturers of both goods and services cater to an international clientele.

OVERVIEW

When referring to “international” business, there are some important distinctions to keep in mind.

Multinational companies (companies doing business in more than one country) have offices around the globe, with concentrations in places like Chicago, Dubai, Hong Kong, London, New York, São Paulo, and Tokyo. If you seek work in a country other than your own, you may think of that work as “international” work. However, most employers treat the work in each country as a “domestic operation” with local managers and local employees primarily from that country.

Other types of international business involve companies with offices in one place which attempt to sell their products or services to markets outside of their home country.

Because of the large increase in global business education over the last twenty years, there is far less need to hire expatriates for domestic positions. Today’s employers typically seek candidates who already have work authorization for the country where they want to work and prior knowledge of the business practices in that location. Consequently, often the best way to begin an international business career is to start by working for a company that has international operations in your home country and then transfer within that company once you reach a managerial level.

Examples of Entry Level Positions

- Analytics Consultant
- Business Strategy Execution Analyst
- Export Consultant
- Field Operations Associate
- Risk Analyst

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Cross-cultural awareness and communication skills
- Data analysis and visualization
- Field experience
- Finance and accounting
- Financial modeling and valuation
- Teamwork
- Foreign language proficiency
- Oral communication and presentation skills
- Project management
- Quantitative analysis
- Social media skills
- Statistical analysis
- Technical knowledge related to the job

Example Employers

- [Alibaba](#)
- [American Express](#)
- [Cargill](#)
- [Eli Lilly International Corporation](#)
- [The Gillette Company](#)
- [Hitachi, Ltd.](#)
- [Honeywell, Inc.](#)
- [L'Oreal](#)
- [Mattel, Inc.](#)
- [Pepsi-Cola International](#)
- [Procter & Gamble](#)
- [Toyota](#)
- [Unisys Corporation](#)
- [Volkswagen](#)

Resources for Additional Information

- [The Economist](#)
- [EuroMonitor International](#)
- [Financial Times](#)
- [International Trade Centre](#)
- [United States Council for International Business](#)
- [Wall Street Journal](#)

Pro Tip

Some large corporations have formalized training programs, often lasting one to three years. These programs typically have multiple rotations in different functional and geographic areas in addition to formalized leadership skills development. Completion of these programs typically results in faster advancement to more senior leadership roles.

These programs are also a great way for a career changer to begin an international business career, but competition for these limited opportunities is fierce.

Alum Profile



Ekaterina Lebedeva

Vice-President, St. Petersburg Chamber of Commerce and Industry

Ekaterina Lebedeva serves as Vice-President of the St. Petersburg Chamber of Commerce and Industry (SPbCCI), a non-governmental membership organization of Russian entrepreneurs, as well as other for-profit and nonprofit organizations. In this role, she is responsible for international and interregional cooperation, cooperation with foreign chambers of commerce, and the trade representative offices of foreign companies in St. Petersburg. She also consults with St. Petersburg-based companies interested in entering foreign markets and foreign companies interested in Russian markets.

From February 2008 to March 2012, she held the position of Director of the External Relations Department of SPbCCI. She holds bachelors and master's degrees from the **St. Petersburg State University School of International Relations**. Shortly after graduation, she began at the Chamber as a freelance consultant and senior expert. She trained in partner organizations in the United States and South Korea.

|| INTERNATIONAL DEVELOPMENT (GENERAL)

The goal of international development is to meet the needs of the present without compromising the ability of future generations to meet their own needs.

OVERVIEW

International development strategies include investment in economic, political, and social arenas.

Social development concentrates on the improvement of health, education, and the social safety net through direct or technical assistance.

Work in economic development ranges from creating sound fiscal policy to fostering small and medium enterprises to bolstering the necessary infrastructure for growth.

Work in political development focuses on the stewardship of democratic governance, including transparent financial systems, modern electoral/political processes, the rule of law, and the active participation of civil society and independent media.

Each of these areas is interrelated and interdependent. A significant proportion of development professionals will work across these sectors over the course of their careers. The field is characterized by fluidity and high travel demands.

It may be necessary to become a subject matter expert, as well as an interdisciplinary professional. In addition to broad preparation, gaining deep knowledge of environmental sustainability, global health, supply chains and logistics, education, microfinance, peace and conflict resolution, agriculture, or food security could be helpful.

There are two essential credentials preparatory to a career in international development. One is a master's degree; it can be in international relations/international development, regional studies, public health, public administration, economics, business administration, or even law. The other is experience in a developing country, ideally for at least two years.

Examples of Entry Level Positions

- Consultant
- Country Associate
- Data Coordinator
- Program Analyst
- Project Coordinator

Skills Necessary to Enter the Field

- Cross-cultural awareness and communication skills
- Critical thinking and decision making
- Monitoring and evaluation
- Project management
- Data analysis and visualization
- Field experience
- Concise, professional, and persuasive writing
- Finance and accounting
- Financial modeling and valuation
- Foreign language proficiency
- Oral communication and presentation skills
- Technical knowledge related to the job
- Quantitative analysis
- Statistical analysis
- Teamwork
- Technical knowledge related to the job

Example Employers

- [AECOM](#)
- [Africare](#)
- [Asia Foundation](#)
- [Creative Associates International](#)
- [Development Alternatives Inc.](#)
- [Europe Aid](#)
- [Japan International Cooperation Agency](#)
- [John Snow, Inc.](#)
- [Management Sciences for Health](#)
- [Nathan Associates, Inc.](#)
- [The Pragma Corporation](#)
- [Population Services International](#)
- [Tetra Tech ARD](#)
- [University Research Co.](#)

Example National Development Agencies

- [China Overseas Development Association](#)
- [Deutsche Gesellschaft für Internationale Zusammenarbeit](#)
- [Global Affairs Canada / Affaires mondiales Canada](#)
- [Swiss Agency for Development and Cooperation](#)
- [United States Agency for International Development](#)
- [United Kingdom Department for International Development](#)

Resources for Additional Information

- [Association of Women in Development](#)
- [Center for Global Development](#)
- [DevEx](#)
- [Directory of Development Orgs](#)
- [InterAction](#)
- [International Institute for Sustainable Development](#)
- [Society for International Development](#)
- [Wikipedia List of International Development Agencies](#)

Pro Tip

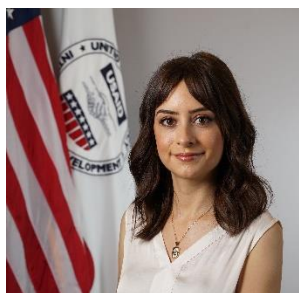
Fieldwork in a developing country is important. Gain experience by teaching your native language abroad, participating in international service trips, joining a national service corps, and/or interning in the field office of a development organization.

Alum Profiles



Patricia Kisare
Program Director for International Advocacy,
Evangelical Lutheran Church of America

Patricia Kisare is an international policy advocate with experience in peace and development advocacy. Her work focuses on global anti-poverty policies, peacebuilding, health, economic development, and humanitarian assistance. Prior to her current position, Patricia worked as the Legislative Associate for International Affairs for Mennonite Central Committee and did research work at the United Nations International Criminal Tribunal for Rwanda in Arusha, Tanzania. Her professional skills include designing and implementing legislative strategy, policy analysis, leadership and management, coalition building, research, and professional writing. Patricia holds a Master of International Affairs from the **Pennsylvania State University** and a Bachelor of Arts in International Studies from Millersville University, PA.



Evania Robles
Program Analyst, Bureau for Resilience and Food Security,
US Agency for International Development

Evania Robles manages the John Ogonowski and Doug Bereuter Farmer-to-Farmer Program at the United States Agency for International Development. Previously she served as the Young African Leaders Initiative Program Analyst within the Bureau for Africa. Mrs. Robles has a background on the intersections between conflict, food security, governance, and youth and has previously worked with the Center for Conflict and Development at Texas A&M, Christianville Foundation Inc, and Freedom from Hunger (Grameen Foundation).

Mrs. Robles attended the **Texas A&M University Bush School of Government and Public Service** where she received a Master of International Affairs – researching contemporary civil wars, famine, and entrepreneurship in Eastern and Central Africa and the Caribbean. She also holds a Bachelor of Science from the University of California Davis in International Agricultural Development.

|| INTERNATIONAL EDUCATION (GENERAL)

International education encompasses careers in teaching, curriculum development, technical assistance, interpersonal exchange, capacity-building, training, public diplomacy, tourism, and the promotion of intercultural understanding.

OVERVIEW

International education includes capacity-building programs in health, human rights, democracy building, and other development fields, as well as traditional work with schools, colleges, and universities. Professionals work in schools, governmental agencies, non-governmental organizations, foundations, and private firms.

Work in the field requires excellent cross-cultural communication skills and experience in project/program management. You will need to know how to reach and motivate people using different communication technologies (especially social media). Experience outside of your country is also necessary.

If you are seeking teaching positions or opportunities supporting educators, learn about basic pedagogy, lesson plan development, and classroom management. An understanding of immigration policies, for your own country and others, can be very helpful, especially for work related to interpersonal exchange. Roles in public diplomacy will require excellent communications skills, particularly in media used by young generations (see the public diplomacy section of this guide).

Examples of Entry Level Positions

- Advising Coordinator
- Language Program Manager
- Partner Relations Coordinator
- Program Associate
- Student Services Officer
- Study Abroad Advisor

Skills Necessary to Enter the Field

- Client and stakeholder relations
- Concise, professional, and persuasive writing
- Cross-cultural awareness and communication skills
- Foreign language proficiency
- Industry and functional expertise
- Oral communication and presentation skills
- Project management
- Regional expertise
- Social media skills
- Teamwork

Example Employers

- [American Councils for International Education](#)
- [The Asia Society](#)
- [Business Council for International Understanding](#)
- [Council for International Exchange of Scholars](#)
- [Council on International Educational Exchange](#)
- [Global Ties](#)
- [Institute of International Education](#)
- [International Research and Exchanges Board](#)
- [JET Program](#)
- [Rotary International](#)
- [Sesame Workshop](#)
- [World Learning](#)
- [World Tourism Organization](#)
- [Youth for Understanding](#)

Resources for Additional Information

- [Alliance for International Education and Cultural Exchange](#)
- [Erasmus Student Network](#)
- [Chronicle of Higher Education](#)
- [International Educator](#)
- [NAFSA: Association of International Educators](#)
- [Society for Intercultural Education, Training, and Research](#)
 - [SIETAR USA](#)
 - [SIETAR Europe](#)
- [Transitions Abroad](#)

Pro Tip

Almost every university has offices that assist international students or support study abroad programs. An assistantship, work study, or internship in your school's international student office is a great place to start a career in international education.

Alum Profile



Eliza Brennan

**Program Officer: Education, Arts & Culture,
International Community Foundation**

As Senior Program Officer for Education and Migration, Eliza leads ICF's nearly \$3M Education portfolio with the goal of expanding educational opportunities for vulnerable children in Mexico and other regions of Latin America to succeed in school, careers, and life. Since 2018, Eliza has also steered ICF's programmatic work related to immigrants, refugees, and deportees in the San Diego-Tijuana Border, which has resulted in approximately \$600,000 in grants and capacity development in the region. She also oversees ICF's growing portfolio of grants in Central America.

Eliza joined ICF in August 2015 and has served in several roles including interim Program Officer for Environment and Conservation, the inaugural Marketing & Development Manager, and most recently, Program Officer for Education and the Arts.

Eliza's prior experience includes four years as Development Associate & Volunteer Manager at the Fabretto Children's Foundation in Nicaragua, an organization that provides education, health, nutrition and community development programs to over 20,000 Nicaraguan children and their families in under-served communities. Previously she had interned at the Millennium Challenge Corporation, Agora Partnerships, and the United States Agency for International Development (USAID).

Eliza holds a Master of Public Affairs from the **Lyndon B. Johnson School of Public Affairs at the University of Texas at Austin** and a B.S. in Foreign Service from Georgetown University. She has over 25 years of experience living and working in Latin America and academic experiences in China and South Africa.

|| INTELLIGENCE

Careers in intelligence involve collecting, analyzing, and distributing information used to develop and strategically make decisions regarding a nation's security.

OVERVIEW

Opportunities in intelligence exist within both the public and private sector. The ever-changing field is influenced by advances in technology, economic and environmental factors, and major world events. For this reason, the intelligence community employs individuals worldwide in a variety of positions spanning almost every career field.

There are several disciplines, including:

- Counterintelligence (CI) – using information to identify others' spies and attempts to spy on your country
- Cyber Intelligence –technical and contextual analysis
- Data science / data analytics –finding trends in large quantities of quantitative data
- Geospatial Intelligence (GEOINT) – analysis of maps, charts, and imagery, including manufactured and natural physical features
- Human Intelligence (HUMINT) – recruiting people to conduct espionage; analysis of human behavior
- Signal Intelligence (SIGINT) – collection of communications and signals, includes technical, linguistic, and analytical work
- Satellite intelligence (IMINT) - information and images collected via satellite and aerial photography
- Open Source intelligence (OSINT) – research using information in the public domain
- All source analysis

Individuals working in the intelligence community usually need language skills, critical thinking, technology, and effective oral and written communication. The public and private sector intelligence communities need technical experts, regional experts, linguists, transnational and functional experts, support staff, and others.

Experts work through the “intelligence process” - which includes the collection of raw data, synthesis of collections into usable information, and analysis of trends - to provide reports to policymakers and other leaders. Members of the intelligence community must be prepared to shift focus, gain new expertise, and work in high pressure situations as security and world events require.

Although the specific background and skills required to enter the intelligence community may vary, the application process is generally consistent. The process includes multiple interviews, a background investigation, polygraph, and psychological evaluation. Additionally, depending upon the agency and the position, language and other skills-based assessments may be administered.

Examples of Entry Level Positions

- Analytic Methodologist
- Capabilities Development Specialist
- Cyber Threat Analyst
- Data Scientist
- Digital Targeter
- Economic Analyst
- Foreign Language Instructor/Instructional Designer
- Open Source Collection Officer
- Science, Technology, and Weapons Analyst

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Foreign language proficiency
- Oral communication and presentation skills
- Quantitative analysis
- Regional expertise
- Teamwork

Example Employers

- [BAE Systems](#)
- [CACI International](#)
- [International Intelligence Limited](#)
- [International Sector Security Advisory Team](#)
- [Leidos](#)
- [ManTech](#)
- [RAND Corporation](#)
- [Red Gate Group](#)
- [Securonix](#)
- [Valiant Solutions](#)
- National Intelligence Agencies
 - [Foreign Intelligence Service \(Russia\)](#)
 - [Public Security Intelligence Agency \(Japan\)](#)
 - [Secret Intelligence Service \(UK\)](#)
 - [US Intelligence Community](#)

Resources for Additional Information

- [AFCEA International](#)
- [Association of Former Intelligence Officers](#)
- [Association for International Risk Intelligence Professionals](#)
- [Cleared Connections](#)
- [Intelligence and National Security Alliance](#)
- [International Association of Law Enforcement Intelligence Analysts](#)
- [National Military Intelligence Foundation](#)
- [Strategic and Competitive Intelligence Professionals](#)

Pro Tip

Rigorous background checks are in place for intelligence agencies. In total, the entire hiring process can take 6-12 months from the time an individual applies for a position to the time they receive their clearance and begin work. Be sure you collect required information ahead of time, follow directions, and tell the truth to keep the process from derailing. Plan ahead financially and professionally, so you can navigate the waiting period.

Alum Profile



Joseph Brandifino
Manager, Risk & Intelligence, Netflix

Joseph Brandifino worked for nearly ten years in the national clandestine service of the United States as a Counterterrorism Center Operations Officer. After he left, he earned a Master of Public Policy from the **Harvard Kennedy School** and a Master of Business Administration from Yale University. While a graduate student he interned on the Global Security and Intelligence Team at Starbucks in Seattle, serving as Senior Risk Intelligence Analyst. He also worked as a Team Leader at Harvard's Belfer Center, supporting the cybersecurity war game and advisory services as part of the Defending Digital Democracy Project. His time at Netflix in Los Angeles began as a Specialist in Risk & Intelligence before being promoted to Manager. Risk and intelligence staff at Netflix provide analysis of global security and geopolitical events to keep Netflix employees and productions safe, secure, and resilient.

|| LOCAL AND STATE GOVERNMENT

Administration at the sub-national level by city, town, provincial, municipal, or other government representatives, rather than at the national level.

OVERVIEW

International opportunities and challenges affect local communities in distinct ways. Governments must address help their communities navigate and connect to larger international markets and trends. Issues like climate change, counter-narcotics, air and water quality, trade, and public diplomacy all have interconnected local and global dimensions.

Understanding policy, international affairs, cross-cultural communication, and economics can help local governments identify unmet market needs and capitalize on opportunities. Communities want to attract international talent, trade, and tourists. They want to build relationships with – and buy-in from – citizens from a range of backgrounds. They need to protect individuals, as well as natural and physical resources, from harm. Cities need to market themselves to foreign investors to attract financial resources. They want to learn best practices from around the world to improve their community efficiently.

Candidates with regional expertise and language skills can build international connections. Understanding of international commerce and trade can help local businesses grow. An understanding of international regulatory processes is also critical. International communication skills and cross-cultural competencies can attract young people from around the world to live or study in a place, as well as to tell the city's story on the world stage.

In most cases, candidates should be ready to discuss why they want to contribute to that locality. Many positions are found through word-of-mouth and networking, so being present in that location is very important. Being present also demonstrates a candidate's interest in a city's success.

Candidates must be able to articulate their value and explain how their skills will help a local government connect with the world. It may not be obvious to people outside of international affairs how these skills are transferable locally.

Examples of Entry Level Positions

- Business Model Analyst
- City Advisor
- Global Engagement Officer
- Special Assistant
- Strategic Relationships Manager

Skills Necessary to Enter the Field

- Client and stakeholder relations
- Concise, professional, and persuasive writing
- Contract management
- Critical thinking and decision-making
- Project management
- Proposal development/grant writing
- Regional expertise
- Advocacy
- Cross-cultural communication

Example Employers

- [C40 Cities](#)
- [Alabama Office of International Trade](#)
- [Beijing Municipal Commission of Tourism Development](#)
- [California Climate Change Policy & Climate Action Team](#)
- [Cities Development Initiative for Asia](#)
- [Detroit Economic Growth Corporation](#)
- [Local Governments for Sustainability](#)
- [New York City Police Department Counterterrorism Bureau](#)
- [Seoul International Financial Center](#)
- [United Cities and Local Governments](#)
- [Windsor Essex Economic Development Corporation](#)

Resources for Additional Information

- [Association Internationale des Maires Francophones](#)
- [Conference of Mayors](#)
- [Covenant of Mayors for Climate and Energy](#)
- [International Association of Chiefs of Police](#)
- [Mayors for Peace](#)
- [National Governor's Association Meet the Threat Challenge \[on Cyber Security\]](#)
- [National League of Cities](#)

Alum Profile



Paulina Guzman
Global Engagement Officer,
City of Atlanta Mayor's Office of International Affairs

As Global Engagement Officer, Ms. Guzman advises, assists, and supports city officials on matters of diplomatic procedure. She is responsible for planning visits and welcoming diplomats, foreign officials, and other distinguished guests to Atlanta. She also serves as the liaison to the Atlanta Sister Cities Commission and its 17 sister cities.

Ms. Guzman began as the International Affairs Coordinator in the Mayor's Office where she worked closely with Atlanta-based academic institutions to expand their international reach and programs. She assisted the Mayor's team in executing inbound and outbound exchanges by providing market research and briefings, in addition to leading the office's marketing efforts. Previously she was the Membership Manager for the World Affairs Council of Atlanta.

Ms. Guzman earned a Master of Science in International Relations and Affairs from the **Georgia Institute of Technology Nunn School of International Affairs** and a Bachelor of Political Science and Economics from Georgia State University. She was a Co-Chair of the Global Shapers Participants Committee for SHAPE NAC 2019.

|| MANAGEMENT AND STRATEGY CONSULTING

Consultants provide analysis and support in areas where organizations do not have in-house expertise and/or want an outside perspective.

OVERVIEW

Management and strategy consulting firms are hired by organizations to solve complex problems. They recommend solutions for their clients. These problems can be as straightforward as conducting targeted research or as technically challenging as designing a large manufacturing control system or as sophisticated as reworking the client's entire strategy and organization. The consulting field is broad in the services that are provided.

Many companies and governments have adopted a lean staffing model in recent years. This trend has led to significant growth in the outside consulting business.

In addition to hiring recent college graduates, management consulting firms typically hire graduate students who have completed a business degree. Some do consider students who are pursuing non-MBA graduate degrees, but many firms focus their on-campus recruiting at business schools. Find out if the business school on your campus will welcome any of these firms and if you can attend the sessions.

However, the advantage of an international affairs degree is the development of global acumen. In a continually complex and evolving world, consultants need to operate and collaborate effectively, with a mind-set that transcends both geographic and cultural boundaries. Consulting firms are selling you and your expertise, so think about which firms value the expertise you have in key areas.

Competition is extremely fierce for positions. Familiarity with business cases is essential, as the interview process often includes a case study. Deadlines for non-MBA applicants for full time positions are very early – in some cases, as early as July.

Examples of Entry Level Positions

- Analyst
- Associate
- Research Associate
- Senior Associate

Skills Necessary to Enter the Field

- Client and stakeholder relations
- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Data analysis and visualization
- Oral communication and presentation skills
- Quantitative Analysis
- Teamwork

Example Employers

- [AT Kearney](#)
- [Accenture](#)
- [Alvarez & Marsal](#)
- [Bain & Co.](#)
- [Booz Allen Hamilton](#)
- [Boston Consulting Group](#)
- [CapGemini](#)
- [Crescendo Capital Partners](#)
- [Deloitte](#)
- [Ernst & Young](#)
- [KPMG](#)
- [McKinsey and Co](#)
- [Oliver Wyman](#)
- [PriceWaterhouseCoopers](#)
- [Roland Berger Strategy Consultants](#)

Resources for Additional Information

- [Agricultural Development Consultants Association](#)
- [Association of Consultants to Nonprofits](#)
- [Association of Management Consulting Firms](#)
- [European Federation of Management Consultancies Association](#)
- [IBIS World Consulting Marketing Trends](#)
- [International Council of Management Consultant Institutes](#)
- [Society of Professional Consultants](#)

Pro Tip

Securing a summer associate position is key. Many full-time offers are made to students who have already proven themselves as associates.

Alum Profile



Jessica C Harmer
Managing Associate, AccountAbility

Jessica Harmer is an experienced management consultant specializing in sustainability strategy, CSR and sustainability program development, impact assessment, sustainability communication strategy for investor management, sustainability reporting and disclosure, and stakeholder engagement

She is currently a Managing Associate at AccountAbility in London. At AccountAbility, Jessica provides day-to-day project-level leadership on sustainability consulting engagements, serving as a trusted advisor and supporting the delivery of outstanding, high-impact work to clients. She helps universities, nonprofits, international organizations, and companies rethink how they engage with stakeholders on sustainability questions. Typical engagements include sustainability strategy and governance design and implementation, stakeholder engagement and materiality assessment, sustainability reporting and metrics, rankings analysis and impact assessment.

For seven years, she was a consultant with IBM in New York. She helped to develop strategic plans for clients' short- and long-term needs. She began at IBM through IBM Consulting by Degrees, a fast track two-year rotational program providing new consultants a full spectrum of project experience and skill development to launch and accelerate careers. She also served as a freelance Social Impact and Sustainability Consultant working on diverse projects with CREAS Impact Investment Fund in Madrid, Net Positive Labs in London, PYXERA Global in Guayaquil, GIVE Global Initiative to Volunteer Expertise in New York, and global projects in education, food sustainability, marketing strategies.

She holds a Bachelor of Arts in International Relations from the Elliott School of International Affairs at The George Washington University in Washington DC. She earned a Master of Arts from the School of Global and Public Affairs and a Master of Business Administration from the School of Business at **IE University** in Madrid.

|| MARKETING AND SALES

The objective of organizations is to market and sell its products or services effectively.

OVERVIEW

Marketing and sales managers fulfill many roles. They coordinate research, strategy, sales, advertising, promotions, pricing, and product development.

Marketing managers collaborate with their executives or clients to develop a strategy. They then translate this plan into actionable tactics. Working with a team, they determine the demand for products and services offered by a firm and its competitors. In collaboration with other managers, they monitor trends that indicate the need for new products and services and oversee product development. They also identify potential markets—for example, other businesses, the government, or the general public. Finally, they work to promote the firm's products and services and attract potential users.

Sales managers ensure that the organization achieves the targets required by their financial plan. In large, multi-product firms, they oversee regional or local sales managers and their staff. They assign sales territories, set goals, and collaborate with marketing and other partners to establish training programs for the sales representatives. They analyze statistics to determine sales potential and inventory requirements and monitor the preferences of customers.

A background in sociology, psychology, anthropology, literature, journalism, or philosophy, among other subjects, is acceptable for most entry level positions. For management positions, most employers strongly prefer a background in business. Candidates with related experience, a high level of creativity, and strong communication skills have the best opportunities. Those who have media and interactive marketing skills will be particularly attractive.

Most advertising, marketing, promotions, and sales management positions are filled internally. Larger companies may offer more advancement opportunities, but - with a larger competitive pool – there may be a flatter external perception of advancement. In smaller firms, where the number of positions is limited, advancement to a management position may come slowly; however, more senior titles are often available at an earlier career stage. In very small firms, the owner or chief executive officer might assume all advertising, promotions, marketing, and sales responsibilities

Examples of Entry Level Positions

- Advertising managers
- Brand managers
- Marketing managers
- Market research analysts
- Promotions managers
- Public relations managers
- Sales managers

Skills Necessary to Enter the Field

- Client and stakeholder relations
- Oral communication and presentation skills
- Concise, professional, and persuasive writing
- Teamwork
- Critical thinking and decision making
- Cross-cultural awareness and communication skills
- Social media skills
- Data analysis and visualization
- Financial modeling and valuation
- Industry and functional expertise

Example Employers

- [Action Marketing Research](#)
- [BBMG](#)
- [Dentsu Aegis Network](#)
- [Edelman](#)
- [IDEO](#)
- [Kelton](#)
- [Lionbridge](#)
- [McCann Group Worldwide](#)
- [Nielson](#)
- [Ogilvy & Mather](#)
- [OMD Worldwide](#)
- [SimpsonScarborough](#)
- [WPP](#)
- Most major organizations have their own sales and marketing departments

Resources for Additional Information

- [American Marketing Association](#)
- [Association for Women in Communications](#)
- [Business Marketing Association](#)
- [Direct Marketing Association](#)
- [MarketingHire Directory of Marketing Recruiters](#)
- [Occupational Outlook Handbook](#)
- [Vault Career Guide in Advertising and Marketing](#)
- [Vault Career Guide for Sales and Trading](#)
- [Word of Mouth Marketing Association](#)

Pro Tip

It is important to build experience in the 3Cs (customers, competitors, and channels) and the 4Ps (product, positioning, price, and promotion). They constitute the marketing building blocks that you will encounter in many firms.

Alum Profile



Majd Baniodeh

Director of Development & Strategic Initiatives, The Vida Agency

Originally from Palestine, Majd has spent much of her career building local and global programs focused on humanitarian efforts, diversity and inclusion, and social impact. She currently serves as the Director of Development and Strategic Initiatives at The Vida Agency (TVA), a local agency that develops and executes brand campaigns and brand- and issue-related communication services for a variety of sectors.

Prior to joining TVA, Majd was part of Starbucks' Global Social Impact and Public Policy team where she led the company's refugee hiring initiative in the US. In addition to leading partner engagement opportunities, grant giving to refugee agencies, and the internally led- Welcoming Refugees Alliance, Majd managed Starbucks relationships with external US refugee stakeholders to support hiring efforts, promote awareness and build a network influencer. Majd holds a master's degree in Applied International Studies from the **University of Washington Jackson School of International Studies** and a bachelor's degree in International Studies and Women Studies from Seattle University.

MICROFINANCE AND DEVELOPMENT FINANCE

Microfinance is a term for a variety of financial services that target low-income clients, particularly women, who have meager incomes and lack access to formal financial services.

OVERVIEW

The services provided by microfinance institutions (MFIs) include loans, savings, insurance, and remittances. Microloans are given for a variety of purposes, including microenterprise development, smoothing consumption, and managing risk.

The diversity of products and services offered by MFIs reflects the fact that the financial needs of individuals, households, and enterprises can change significantly over time, especially those who live in poverty. Due to these varied needs, and because of the industry's focus on the poor, microfinance institutions often use non-traditional methodologies, such as group lending or other forms of collateral not employed by the formal financial sector.

Work in the field may require technical skills in finance, loan administration, portfolio management, or enterprise development. For client-facing work, language and cross-cultural communication skills will help you reach your target audiences in vulnerable communities. Experience in project management, budgeting, and business development will be highly marketable across the field. More and more, firms are also investing in monitoring and evaluation teams in order to demonstrate the impact of their work.

Examples of Entry Level Positions

- Impact Evaluation Associate
- Lending Associate/Officer
- Livelihoods Specialist
- Quantitative Analyst
- Socio-Economic Services Manager

Skills Necessary to Enter the Field

- Contract management
- Critical thinking and decision making
- Data analysis and visualization
- Finance and accounting
- Financial modeling and valuation
- Industry and functional expertise
- Qualitative management
- Quantitative analysis
- Statistical analysis
- Technical knowledge related to the job

Example Employers

- [Accion USA](#)
- [Ashoka](#)
- [FINCA](#)
- [Grameen Foundation](#)
- [GSMA](#)
- [Inter-American Development Bank](#)
- [International Finance Corporation](#)
- [Kiva](#)
- [MicroCapital](#)
- [Microfinance Information Exchange](#)
- [Oiko Credit International](#)
- [Root Capital](#)
- [Shared Interest Society](#)
- [VisionFund International](#)
- [Women's World Banking](#)

Resources for Additional Information

- [European Microfinance Network](#)
- [Microfinance Gateway](#)
- [Microfinance Association](#)
- [Net Impact, Microfinance](#)

Pro Tip

Gaining the necessary financial skills, experience, and networking in more traditional financial institutions can be helpful before seeking opportunities with a microfinance institution or within the microfinance division of a larger financial organization.

Alum Profile



Hiroaki Kambe

Assistant Director, Japan International Cooperation Agency

Hiroaki Kambe is an Assistant Director/Sector Specialist for Economic Policy at the Japan International Cooperation Agency (JICA) based in Tokyo. He specializes in development finance with international experiences in Indonesia, Myanmar, and Tanzania. He holds extensive knowledge in project development and project management, especially in the field of Finance, Governance, and Energy.

Previously, he was the JICA Representative in Indonesia. There, he provided technical assistance on customs administration, investment promotion, SDG monitoring and evaluation, and the professional development of public officials including police officers. He oversaw millions of dollars in municipal infrastructure loans.

He also worked as the Deputy Assistant Director in JICA's Southeast Asia and Pacific Division in Tokyo, supporting Small and Medium Sized Enterprise Finance, loan administration, and technical assistance to improve central banking systems. He began his career with JICA as the Assistant Representative in Dar es Salaam, Tanzania, offering technical assistance in the fields of tax administration and energy. He also served as a Development Partnership Officer in the JICA Office for Global Issues Operation Strategy Department, building relationships around climate finance, digital fabrication, the SDGs, and transparency with national and international development organizations such as the Department of Foreign Affairs and Trade (Australia), Department of Foreign Affairs, Trade and Development (Canada), OECD, and World Bank.

He expects to complete a Ph.D. in Media and Governance from Keio University in 2022. He earned a Master of Arts in International Relations from **Ritsumeikan University** with a focus on the informal economy and an M.A. in Public Administration and Public Policy from the University of York with a focus on social policy evaluation. He also holds a Bachelor of Arts in international relations from Ritsumeikan.

|| MULTILATERAL ORGANIZATIONS

Multilateral organizations are tasked with responsibilities that no country can address alone.

OVERVIEW

Multilateral organizations employ people with diverse backgrounds who can collaborate across cultures to solve common problems using issue-specific expertise. At agency secretariats, field offices, and related posts, professionals work on human rights, international peace and security, trade, global health, translation and interpretation, science and environmental affairs, public communications, and many other fields.

The diversity of occupations and multidisciplinary mandates means that one may not only change functions and departments regularly, but also organizations or fields of work. While such shifts require learning, time and effort, they also provide valuable experience, broader perspectives and challenging work. Geographic mobility is critical for upward mobility.

Typically, job seekers immediately out of graduate school are not yet competitive for positions at multilateral organizations. Most positions require an advanced degree, a significant number of years of relevant, specialized work experience, and some field experience in developing countries.

Gaining experience in the field, with your national ministries, in research think tanks, or in program management can all be helpful. Fluency in at least one of official UN languages (Arabic, Chinese, English, French, Russian, or Spanish) and a strong working knowledge of another is strongly recommended. Rarely are there suitable openings for students or recent college graduates.

Examples of Entry Level Positions

- Country Program Associate
- Consultant
- Economic Analyst
- Program Officer
- Project Manager
- Young Professional Program

Skills Necessary to Enter the Field

- Client and stakeholder relations
- Concise, professional, and persuasive writing
- Foreign language proficiency
- Critical thinking and decision making
- Cross-cultural awareness and communication skills
- Field experience
- Industry and functional expertise
- Project management
- Regional expertise
- Tolerance of ambiguity

Resources for Additional Information

- [African Union](#)
- [Asian Development Bank](#)
- [Association of Southeast Asian Nations](#)
- [Caribbean Development Bank](#)
- [Economic Community of West African States](#)
- [International Criminal Court](#)
- [International Monetary Fund](#)
- [International Organization for Migration](#)
- [Islamic Development Bank](#)
- [NATO Parliamentary Assembly](#)
- [Organization of American States](#)
- [Organization for Security and Cooperation in Europe](#)
- [Pacific Community](#)
- [World Bank Group](#)

Resources for Additional Information

- [International Jobs](#)
- [Union of International Associations' Yearbook of International Organizations](#)
- [United States Institute of Peace Index of Intergovernmental Organizations](#)

Pro Tip

Gain practical experience in a multicultural political context by interning abroad with your national embassy, participating in simulation competitions (such as Model UN or Model NATO), or working in your local government's international issues office.

Alum Profile



Parviz Ahmadov
Economic Consultant, World Bank

Parviz Ahmadov is an Economic Consultant in the World Bank's Global Reimbursable Advisory Services Unit. He works with a team to increase the effectiveness of the World Bank's operational programs, as well as to improve the Bank's support to client countries to achieve their own development goals. The Unit takes stock of recent experiences, draws lessons from those engagements, and lays the foundations for a wider strategy for the Bank's advisory services, while making sure that the programs the Bank provides to the country are as effective as possible. He also does cross-support for the Global Health Practice Groups' team in the Europe and Central Asia region through analytical work, and the Bank's financing instrument – Investment Project Financing. Previously he was a project manager with Action for Future in Baku, Azerbaijan engaged in projects to help orphans, disabled children, and low-income families. In 2013, he co-founded the Bright Lights Public Association for the purpose of social development in Azerbaijan. He earned a bachelor's degree in Political Science from Baku State University and a master's degree in Applied Development Economics at **Duke University's Sanford School of Public Policy**.

|| NONPROFIT MANAGEMENT

The nonprofit sector could include as many as 10 million different organizations around the world, with 1.4 million in the United States alone.

OVERVIEW

A nonprofit organization's primary goal is to advance, advocate, or pursue a cause central to the organization's mission. These missions can range from women's rights in local communities to overseas relief and development assistance.

Workdays in nonprofit organizations can be rewarding, but long. Financial compensation may not always match the effort or level of responsibility. Many nonprofits also encounter continual and significant challenges for financial and operational resources. However, resource constraints can provide opportunities to be innovative in fulfilling one's responsibilities. New and less experienced staff may be able to take on more significant tasks and advance faster. Career advancement depends on the size and mission of each nonprofit, as well as one's dedication to the organization.

In the nonprofit sector, funders demand clear measures of performance and impact, necessitating advanced skills in budget and financial management, project management, data analytics and visualization, monitoring and evaluation, and communication.

Despite the challenges, US the Johns Hopkins Center for Civil Society Studies finds that US nonprofits are the third largest employer in the US economy. Between 2007 and 2017, the Center found the number of jobs created by US nonprofits grew by 18.6%—three times faster than the country's for-profit businesses over the same period.

Examples of Entry Level Positions

- Assistant Director
- Operations Coordinator
- Project Associate
- Special Assistant

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Emotional intelligence
- Project management
- Proposal development/grant writing
- Finance and accounting
- Foreign language proficiency
- Oral communication and presentation skills
- Teamwork
- Field experience

Example Employers

- [ACDI/VOCA](#)
- [American Association of University Women](#)
- [Civicus](#)
- [Global Impact](#)
- [Good 360](#)
- [GoodWeave](#)
- [Habitat for Humanity](#)
- [International Campaign to Ban Landmines](#)
- [Malala Fund](#)
- [National Network for Immigrant and Refugee Rights](#)
- [Nature Conservancy](#)
- [One Acre Fund](#)
- [United Way](#)
- [Washington Office on Latin America](#)

Resources for Additional Information

- [Charity Navigator](#)
- [Center for Civil Society Studies](#)
- [Center for Nonprofit Advancement](#)
- [GuideStar](#)
- [Independent Sector](#)
- [National Council of Nonprofits](#)
- [Nonprofit Quarterly](#)

Pro Tip

Individuals interested in nonprofit work need to understand the basics of fundraising. Find internship or work study opportunities with a fundraising office on campus or with local organizations. Learn mobile giving by starting your own crowd-funding campaign for a cause. These results will not only give you something to discuss in interviews, but also help you learn different strategies for success in this area.

Alum Profiles



Randall Sach
Consultant

Randall Sach has more than 20 years of work on international issues, particularly in the nonprofit sector. He served as Senior Director of International Programs for Habitat for Humanity Canada in Toronto, ON where he was responsible for all international projects funded by foundations and the Canadian International Development Agency / Global Affairs Canada.

Prior to that position, he was Director of the Vietnam-Canada Program Support Unit for Global Affairs Canada in Hanoi. There, he managed a staff of twelve Vietnamese program specialists to provide administrative, logistical, and program support services to programs in Vietnam. He served as Executive Director for the Pacific Peoples' Partnership in Victoria, BC working on research, education, and advocacy on issues of concern for the South Pacific region. He also directed the Canada-Afghanistan Program Support Unit in Kabul, managing 23 staff to provide program, administrative, logistical, and security support services for the Aid Section of the Canadian Embassy in Kabul and Canadian NGOs working in country. Randall also served as the Country Representative for Global Communities in Manila working across issues of habitat, environment, community development, disaster relief, and housing micro-finance. He earned a Master of Arts in International Development from the **Carleton University Norman Patterson School of International Affairs**.



Rosa Park
Director of Programs and Editor,
Committee for Human Rights in North Korea

Rosa Park is the Director of Programs and Editor at the Committee for Human Rights in North Korea (HRNK), where she has worked since 2011. Ms. Park has conducted interviews with numerous Korea experts and North Korean escapees. Ms. Park also completed editorial and graphic design work on all of HRNK's publications over the past eight years. In addition to managing the HRNK internship program, Ms. Park directs conference and public outreach programs in Seoul, Washington DC, Chicago, Boston, Los Angeles, New York City, and Geneva. Ms. Park was a leading member of the team that gained United Nations consultative status for HRNK in April 2018, making HRNK the first civil society organization in the U.S. focused solely on North Korean human rights to achieve this status. Ms. Park has been featured in CNN, BBC, VOA, USA Today, NBC, Democracy Digest, Epoch Times, and KEI's Korean Kontext. She had the honor of being listed as one of the Asian American and Pacific Islander National Security and Foreign Policy Next Generation Leaders in May 2019. Ms. Park received an MA from **American University's School of International Service** and **Korea University**, and a BA in International Relations from American University's School of International Service with a minor in Graphic Design.

|| PEACE AND CONFLICT RESOLUTION

Work in conflict resolution includes the methods and processes of facilitating an end to violence and/or conflict through communication and negotiation.

OVERVIEW

The field of peace and conflict resolution encompasses a wide array of activities such as research, policy development and implementation, project management, advocacy, monitoring and evaluation, education, countering violent extremism, development, and capacity building. Conflict resolution may be between warring nations, across countries, or within communities

Some positions will be in the field. Professionals in the field work to understand the causes of violent conflict and prevent, resolve, or manage it in some way. Work in the field may involve supporting negotiations, building institutions to restore a sense of justice, holding individuals accountable, advancing social cohesion, monitoring local conditions, or keeping warring factions apart. Other positions may be within a secretariat or organizational headquarters supporting those in the field.

The work relies on building relationships with and between parties, so you should be comfortable interacting closely with different kinds of people. A willingness to listen with empathy is important. Gain experience creating an atmosphere of inclusivity and building bridges. The field is also moving towards more evidence-based approaches, although perceptions of what ‘counts’ as evidence differs. For this reason, an understanding of qualitative and quantitative data analysis, program design, impact evaluation, and building case studies are useful.

Examples of Entry Level Positions

- Assessment Analyst
- Monitoring and Evaluation Assistant
- Program Assistant
- Program Development Officer
- Project Manager

Skills Necessary to Enter the Field

- Emotional intelligence
- Concise, professional, and persuasive writing
- Field experience
- Foreign language
- Monitoring and Evaluation
- Oral communication and presentation skill
- Project development/grant writing
- Project management
- Regional expertise
- Technical knowledge related to the job (ex: training and development, coaching, capacity building)

Example Employers

- [Carnegie Endowment for International Peace](#)
- [Concordis International](#)
- [Fund for Peace](#)
- [Institute for Multi-Track Diplomacy](#)
- [International Alert](#)
- [International Crisis Group](#)
- [Quaker United Nations Office](#)
- [Peace Brigades International](#)
- [Saferworld](#)
- [Search for Common Ground](#)
- [Seeds of Peace](#)
- [Swisspeace](#)
- [United States of Institute of Peace](#)
- [Witness for Peace](#)

Resources for Additional Information

- [Alliance for Peacebuilding](#)
- [Association for Conflict Resolution](#)
- [Integrated Conflict Early Warning System Database](#)
- [International Peace Research Association](#)
- [Peace and Development Collaborative Network](#)
- [Peace and Justice Studies Association](#)
- [Uppsala Conflict Data Program](#)
- [US Institute of Peace Guide for Participants in Peace, Stability, and Relief Operations](#)

Pro Tip

Obtain experience through international fellowship programs in a post-conflict country, a non-violence initiative in your local community, or with your university's office of mediation.

Alum Profile



Melinda Holmes
Program Director, International Civil Society Action Network

Melinda Holmes is Program Director at the International Civil Society Action Network (ICAN) of the Women's Alliance for Security Leadership (WASL), which brings together existing women's networks, practitioners, and organizations with long-standing experience in addressing extremism and promoting peace, rights, and pluralism to improve practices in communities affected by violence; and informs and offers pragmatic policy solutions for the international community.

A peacebuilding specialist, writer, and strategist focusing on gender and political violence, Holmes is responsible for facilitating collaboration, analysis, advocacy, and outreach on gendered approaches for preventing and responding to violent extremism at ICAN. Previously, Holmes was a 2016-2017 Visiting Fellow at LSE's Centre for Women, Peace & Security and worked with The Carter Center, where she advised on the engagement of religious and traditional beliefs, actors, and communities in advancing peace and human rights. Holmes graduated with a Master's in International Affairs from The **Fletcher School of Law and Diplomacy**, focusing on the gendered and religious dynamics of conflict and peacebuilding.

|| PUBLIC DIPLOMACY

Public Diplomacy is the conduct of international relations through engagement with a foreign public.

OVERVIEW

Public Diplomacy includes advocacy, cultural diplomacy, student exchange administration, and international broadcasting. Professionals in Public Diplomacy must also study foreign opinion to inform national foreign policymaking. The most obvious actors to participate in the public diplomacy field are nations. However, every actor on the international stage needs a public communication capacity.

While the field began in the years leading up to World War II, it was only during the Cold War that a career specialization in global public engagement emerged through institutions such as the United States Information Agency (1953-1999). Today, communications have returned to the center of international relations practice. The coincidental (or perhaps connected) rise of social media, networked international terrorism, and disruptive regimes has directed attention back to the field.

It is essential that students come to the field with an existing interest in promoting international understanding. A foundational skill is proficiency in a second language. Experiences dealing with other cultures – whether through study abroad or at home – provide important exposure. The field is built on teamwork and requires an ability to both lead and cooperate with others. Successful public diplomats are entrepreneurial and imaginative. Many have existing cultural skills or enthusiasm in fields like literature, sports, science, or the performing arts, which give them a foundation for working in cultural exchange.

The field attracts self-starters who are committed to an international career and to leadership and service within that sphere. Some, for example, go on to establish their own NGOs for exchange or cultural diplomacy. Many graduates focus on the listening aspects of public diplomacy through further research work, which leads to academic or think-tank careers. Broad hiring trends include a premium placed on communication, social, and online media skills.

Examples of Entry Level Positions

- Advocate
- Assistant Director, Communications
- Diplomat / Foreign Service Officer
- Event Manager
- International Exchange Program Manager
- Press Officer
- Public Affairs Officer
- Social Media Expert

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Cross-cultural awareness and communication skills
- Emotional intelligence
- Foreign language proficiency
- Oral communication and presentation skills
- Industry and functional expertise
- Monitoring and evaluation
- Social media skills
- Field experience
- Survey Design

Example Employers

- [American Security Project](#)
- [British Council](#)
- [Council for International Exchange of Scholars](#)
- [East-West Center](#)
- [German Marshall Fund](#)
- [Japan Society](#)
- [Meridian International](#)
- [Partners of the Americas](#)
- [Qatar Foundation International](#)
- [Sister Cities International](#)
- [Stanley Foundation](#)
- [US Global Leadership Coalition](#)
- [US Department of State](#)

Resources for Additional Information

- [Center on Public Diplomacy \(USC\)](#)
- [Institute for Public Diplomacy and Global Communication](#)
- [Public Diplomacy Council](#)
- [Syracuse University Public Diplomacy Program](#)

Pro Tip

It is critical to build cross-cultural skills and foreign language proficiency. Have a passion outside of academics and be eager to share it. Music and sports are always good examples, as are thematic concerns such as climate change, women's empowerment, or combatting human trafficking.

Alum Profile



Anoush Rima Tatevossian
Strategic Communications and Engagement Lead,
World Food Programme

Anoush Rima Tatevossian has served as the Strategic Communications and Engagement Lead for the World Food Programme (WFP) since April 2018. She advises the WFP on strategic communications, engagement, and advocacy efforts to enable digital transformation, data and innovation initiatives across the UN's largest humanitarian agency.

Previously, she was the Senior Communications Officer for the UN Secretary-General's High-Level Panel on Digital Cooperation in New York, leading a 20-person panel of multi-disciplinary independent experts (chaired by Jack Ma and Melinda Gates) which was tasked with proposing values and modalities for working cooperatively across sectors, disciplines and borders to address challenges in the digital age. She also worked as Director of UN Relations for GSMA, facilitating strategic relationships between the UN community and the mobile technology industry to profile and strengthen solutions and policies in support of the Sustainable Development Goals. She led global strategic partnerships and communications for the United Nations Global Pulse, an innovation initiative of the Secretary-General, which focuses on leveraging the opportunities afforded by big data and real-time analytics for global development and resilience through its network of "Pulse Labs." She has also worked at MobileActive.org and as director of the Armenian Volunteer Corps, a grassroots organization in Yerevan, Armenia.

Anoush earned her bachelor's degree from College of William and Mary and a Master of Public Diplomacy from the **University of Southern California**.

RISK ANALYSIS

Political risk analysis involves understanding the decisions, current events, history, and other conditions that can affect the stability of a market, nation, or region.

OVERVIEW

Unknown risks can undermine the success of investments, national foreign policy objectives, or an organization's reputation. Analysts attempt to understand events, political decisions, cultural factors, and other conditions. Then, they determine the degree to which these factors will influence outcomes. Specific problems might include government instability, currency inconvertibility, terrorist threats, and international crime.

Analysts gather information and determine the impact of findings on investments and offer advice to clients based on those findings. At times, assessments will be hyperlocal, focusing on a specific place or project. Other times, analysts must look at macro-level factors to understand what might transpire.

Examples of Entry Level Positions

- Associate
- Researcher
- Security Risk Analyst
- Trading Analyst

Skills Necessary to Enter the Field

- Client and stakeholder relations
- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Data analysis and visualization
- Financial modeling and valuation
- Foreign language proficiency
- Industry and functional expertise
- Oral communication and presentation skills
- Qualitative management
- Quantitative analysis
- Regional expertise
- Statistical analysis

Example Employers

- [Control Risks Group](#)
- [Eurasia Group](#)
- [Frontier Strategy Group](#)
- [Global Risk Advisors](#)
- [Kroll](#)
- [Medley Global Advisors](#)
- [McLarty Associates](#)
- [Moody's Investors Services](#)
- [Multilateral Investment Guarantee Agency](#)
- [Oxford Analytica](#)
- [Stratfor](#)
- [TD International](#)
- [WorldAware](#)

Resources for Additional Information

- [Global Association of Risk Professionals](#)
- [Professional Risk Managers' International Association](#)
- [Society for Risk Analysts](#)

Pro Tip

Some political risk employers require experience in their clients' sector of work – such as insurance, banking, or energy. Conduct an internship in one of these primary sectors to gain inside knowledge of the industry before moving into the risk analysis field.

Alum Profile



Beat Habegger

Senior Manager Sustainability, Emerging, and Political Risk, SwissRe

Beat Habegger joined Swiss Re in 2011 as the Head Political Risk Management, focusing on identifying, assessing, and managing political risks across the Swiss Re Group. As Deputy Head of Sustainability Risk Management, he developed amendments to the Sustainability Policy Framework which governs responsible business behavior in various industry sectors.

Previously, he worked as a risk and security consultant in a private consultancy after having served as the Project Director and Deputy Head of the Crisis and Risk Network of ETH Zurich. There, he performed applied research studies and contributed to consultancy projects for several Swiss government agencies and international organizations such as the OECD and the International Risk Governance Council.

He was a visiting research associate at various international organizations, including the United Nations, the OSCE, and the Council of Europe, a visiting fellow at the National University of Singapore in 2009, and has been a lecturer at the University of St. Gallen since 2005.

Since May 2015, he has served as a Member of Parliament for the Canton of Zurich, where he is currently presiding the parliamentary committee that oversees the executive branch and public administration of the Canton. He also holds various party functions and serves as a member of the International Advisory Board for the ZHAW School of Management and Law.

He holds a Master of Arts, Doctor of Philosophy, and a Certificate of Advanced Studies in Learning and Teaching from the **University of St. Gallen**.

|| SCIENCE AND TECHNOLOGY

Science– the systematic knowledge of the physical or material world gained through observation and experimentation – knows no national boundaries. It often offers the chance for international cooperation and shared progress.

OVERVIEW

There is an increasing awareness of the economic, political, and social consequences of scientific and technological advancements, as well as an expanding role for science and technology experts in the fields of international security, development, and trade.

Organizations seek those who can combine scientific understanding with knowledge of international issues. This distinct positioning enables them to help counter chemical, biological, radiological, and nuclear challenges, improve cyber defenses, increase energy security, understand the social implications of AI, evaluate infrastructure, and address environmental concerns.

Science is also seen as a bridge between countries. As the Center for Science Diplomacy says, “many organizations promote scientific cooperation as an essential element of foreign policy...creating a forum for thought and analysis and initiating bilateral activities.”

Scientific and technological firms also rely on policy and international affairs specialists as they seek to expand their work, market their products, or navigate (or shape) regulation.

Expertise in science, technology, and public policy will be essential to help nations, citizens, and industries recognize shared problems and agree on solutions skills.

Examples of Entry Level Positions

- Cyber Analyst
- Industry Analyst
- Nuclear Security Analyst
- Operations and Project Coordinator
- Program Analyst
- Program Coordinator
- Policy Associate
- Researcher
- Resources Analyst
- Student Trainee
- Web Developer

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Data analysis and visualization
- Functional expertise (ex: biotechnology, information technology, defense, space, nuclear energy, or the environment)
- Oral communication and presentation skills
- Project management
- Quantitative analysis

Example Employers

- [Battelle](#)
- [Boeing](#)
- [European Space Policy Institute](#)
- [Global Technology Partners](#)
- [Google](#)
- [Hitachi](#)
- [Internet Corporation for Assigned Names and Numbers](#)
- [International Science and Technology Center](#)
- [Lockheed Martin](#)
- [Northrop Grumman Corporation](#)
- [Pugwash Conference on Science and World Affairs](#)
- [Science Applications International Corporation, Inc. \(SAIC\)](#)
- [Square](#)
- [SRI International](#)
- [US National Institutes of Health](#)

Resources for Additional Information

- [American Association for the Advancement of Science](#)
- [Center for Science Diplomacy](#)
- [International Association of Science and Technology for Development](#)
- [NATO Science for Peace and Security Programme](#)
- [Tufts University Fletcher School Science Diplomacy Center](#)
- [World Academy of Sciences](#)

Pro Tip

When plotting your career path, consider what type of positions you intend to pursue in the future. With some exceptions, a PhD or technical degree can be required for movement to senior positions in industry. Policymaking positions, on the other hand, may value political, economic, and regional knowledge over technical skills.

Alum Profile



Avinash Kaza
Co-Founder and CEO, Upswell

Avinash Kaza is the Co-Founder & CEO of Upswell. Upswell's customized data science and technology-driven analytics and solutions empower the world's leading startups, hedge funds, corporations, and nonprofits to innovate, solve problems, and make optimal business decisions. Upswell also has several other lines of business, including Upswell Startup Solutions, Upswell Labs, and Upswell Ventures.

Prior to Upswell, he held senior-level finance jobs across sales, trading, and research roles at Goldman Sachs, Perry Capital, and Bank of America Merrill Lynch (BofAML). He helped lead various teams and initiatives, including BofAML's widely read daily flagship macro newsletter, derivative marketing, and sales & trading recruiting efforts for Stanford University. He is an active angel investor with investments in over a dozen startups, across a variety of sectors.

Avi serves on the Boards of Emerging Markets Charity Benefit, Hunger Free America, and World Connect. He also serves on the Funds Board for BRIC and the US Programs Leadership Committee for the International Rescue Committee. He is a member of the Council on Foreign Relations and the Truman National Security Project. He graduated with honors from **Stanford University**, with a B.A. in Economics and M.A. in International Policy Studies.

|| SECURITY (GENERAL)

Careers in security encompass diverse sub-categories that range from food, water, and poverty to nuclear nonproliferation.

OVERVIEW

Careers in security are shaped by economic, environmental, technological, and social factors. They encompass diverse sub-categories. Each field has specialist and generalist career paths. There are also regional specialties within each of these areas.

While governments have traditionally been the largest employers of security professionals, opportunities exist with think tanks, private companies, and non-governmental organizations. Some positions involve assessing and identifying threats; others seek to prevent threats before they begin. Others still involve research or analysis of activities as they unfold.

Understanding how issues work together and play against each other is critical for understanding and explaining emerging threats. There is a significant growth in demand for those that understand and can analyze the impact of technology on security. Jobs in security require the ability to quickly gather, evaluate and synthesize large amounts of information to make credible recommendations to political, military, nongovernmental and industry leaders.

Examples of Entry Level Positions

- Analyst
- Data Scientist
- Diplomatic Security Specialist
- Foreign Language Advisor
- Policy Specialist
- Program Manager
- Threat Agent

Skills Necessary to Enter the Field

- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Field experience
- Foreign language proficiency
- Industry and functional expertise (ex: military service)
- Oral communication and presentation skills
- Quantitative analysis
- Regional expertise
- Statistical analysis
- Technical knowledge related to the job

Example Employers

- [Abt Associates Inc](#)
- [Academi](#)
- [Aegis](#)
- [Airbus](#)
- [Atlantic Council](#)
- [Control Risks](#)
- [G4S](#)
- [General Dynamics](#)
- [ICTS International N.V.](#)
- [International Food Policy Research Institute](#)
- [National Defense University \(US\)](#)
- [North Atlantic Treaty Organization](#)
- [Progesur](#)
- [Stimson Center](#)
- [UN Trust Fund for Human Security](#)
- [Unity Resources Group](#)
- [US Department of Defense](#)

Resources for Additional Information

- [American Society for Industrial Security](#)
- [Asia Pacific Association of Threat Assessment Professionals](#)
- [International Association of Counterterrorism and Security Professionals](#)
- [International Association of Professional Security Consultants](#)
- [Women in International Security](#)
- Visit the Cybersecurity, Intelligence, and other relevant sections of the guide

Pro Tip

A previous security clearance, even if expired, is an advantage when applying for security positions. Look for internships that will sponsor a security clearance.

Alum Profile



Lauryn Williams
Policy Analyst, US Department of Defense

Lauryn Williams is a policy analyst within the Office of the Secretary of Defense for Policy. She has worked in the D.C. national security space for several years. Lauryn was previously a program analyst with the National Nuclear Security Administration within the US Department of Energy and spent two years with the Nuclear Policy Program at the Carnegie Endowment for International Peace. While in school, Lauryn interned with the Departments of Defense and State. Her masters' degree is from the **School of Public and International Affairs at Princeton University** and her bachelor's degree is from Stanford University in political science. Lauryn grew up in Long Beach, CA and still considers the West Coast home. She was named to the 2020 class Mid-Career Cadre Class of the Next Generation Nuclear Network.

|| TRADE POLICY

Trade policies are rules and regulations that govern how goods, services, and workers move across international borders.

OVERVIEW

Trade policy is an important issue for businesses and governments around the world. Barriers to trade have declined and foreign markets are increasingly interconnected. The interrelationship between business and government has also increased with the creation of, and growing role for, international organizations focused on trade.

Work in this sector takes on many forms. You might conduct economic analyses to produce reports about the impact of a policy on a government, business, or sector. You may promote products, identify partners to help advocate for a specific approach to legislation, examine markets to find opportunities, disseminate information on export financing, or identify agents and distributors. More senior positions might include negotiating an agreement on behalf of your country or representing business interests to foreign governments. It might also focus on maximizing the benefits of markets for global economic development, addressing, and resolving trade disputes, and improving access for goods and services outside your country.

You will likely interact with many kinds of people: multinational corporations' executives, small business entrepreneurs, investors, educational institutions, and governments at all levels to promote your business or national objectives. Becoming familiar with relevant trade associations and international agreements in your sectors of interest will help you engage each of these audiences in the most effective way possible.

Examples of Entry Level Positions

- Economics Officer
- Foreign Trade Analyst
- Project Coordinator
- Research Assistant
- Trade Policy Associate
- Trade Economist

Skills Necessary to Enter the Field

- Client and stakeholder relations
- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Data analysis and visualization
- Finance and accounting
- Financial modeling and valuation
- Oral communication and presentation skills
- Qualitative management / Quantitative analysis
- Regional expertise
- Statistical analysis

Example Employers

- [Exiger Diligence](#)
- [International Chambers of Commerce](#)
- [International Trade Administration](#)
- [Organization for Economic Cooperation and Development](#)
- [Public Citizen](#)
- [Sidley Austin LLP](#)
- [Step toe and Johnson](#)
- [Trade Partnership](#)
- [US-China Business Council](#)
- [UN Conference on Trade and Development](#)
- [United States Trade Representative](#)
- [World Customs Organization](#)
- [World Economic Forum](#)
- [World Trade Organization](#)

Resources for Additional Information

- [Centre for Trade Policy and Law, Carleton University](#)
- [Federation of European and International Associations](#)
- [Marketing Mentor List of Trade Associations](#)
- [Women in International Trade](#)
- [World Trade Organization Trade Policy](#)

Pro Tip

Build experience critical to public and private sector firms by interning with your local trade promotion office. Offer to research and write about the impact of policy choices (in your country or another) on local industries.

Alum Profile



Yuri Unno

Director for International Trade Policy, Government and Industry Affairs, Toyota Motor North America, Inc.

Yuri Unno is a member of Toyota North America's Government Affairs team in Washington, DC. She is responsible for representing the interests of Toyota on matters of international trade before the Executive Branch, Congress, and Embassies in Washington, as well as in key diplomatic venues, like Geneva, Brussels, and Tokyo. In this capacity, Yuri served as Toyota's lead negotiator during the US Mexico and Canada Agreement (USMCA) negotiations.

Prior to joining Toyota in 1999, Yuri worked as an Asia Analyst at the G7 Group, a political and economic research and advisory firm. She earned a B.A. in Economics and a B.A. in Political Science (Honors) from the Pennsylvania State University Erie, the Behrend College. A native of Japan, she earned an M.A. in International Affairs from the **Elliott School of International Affairs at The George Washington University**. She is a past president of Women in International Trade.

|| UNITED NATIONS

The United Nations Secretariat and specialized agencies take action on “issues confronting humanity.”

OVERVIEW

The United Nations (UN) family of organizations tackles a wide range of issues, such as disarmament, climate change, development, human rights, health emergencies, science and technology, intellectual property rights, gender equality, food production, and more.

As an intergovernmental organization, UN agencies are built around by member states. Progress moves quickly or slowly, depending on the will of members. At the same time, working for the UN means that you do not represent your country or any country. You work on behalf of the international system. The UN structure creates a multinational, multicultural, multilingual work environment. Successful employees must be dedicated to the mission and principles of their agency, be ready to move around regularly, be open to a rapidly changing set of responsibilities, and be culturally sensitive. Professional, emotional, and geographic agility, humility, loyalty to the organization and the people it serves, and courage are highly valued.

There is not a single way into the UN. Each agency recruits separately. For most people, a job with the UN is not obtainable directly out of graduate school. The average age of a UN staff member is 45 years old. The hiring process can take months. It can also take dozens of applications to get noticed. Prepare to wait and to persevere. Entry level positions (P2 level) require a graduate degree and a minimum of two years' experience.

Many UN agencies recruit for short-term contract positions. The recruitment process is usually less cumbersome than applying directly to an agency. Many countries also have national committees in support of UN agencies (ex: the US Committee for UNICEF). While these groups typically focus on fundraising or lobbying, they offer a chance to work in support of and collaboration with the UN.

Due to the large volume of applications (sometimes 3,000+ per position), computers evaluate most applications initially through a Personal Historical Profile (PHP). Frame your PHP with a computer's logic in mind. For example, use key words from the job description and the organization's mission statement.

Some positions with the UN are technical, but most focus on a general set of competencies, such as data analysis, partnership building, public communication, resource mobilization, knowledge brokering and integration, advocacy, capacity building, interpersonal diplomacy, and program evaluation. Once a human being looks at your materials, they will evaluate you for the competencies referenced in the description, more than for a specific list of positions you held previously. Job postings typically include a list of target underrepresented countries within the UN system (including the United States).

Examples of Entry Level Positions

- Consultants
- Jobs with Ranked as P2
- Junior Professional Officer
- Young Innovators Fellowship
- Young Professionals Programme

Skills Necessary to Enter the Field

- Client and stakeholder relations
- Concise, professional, and persuasive writing
- Critical thinking and decision making
- Data analysis and visualization
- Emotional intelligence
- Field experience
- Foreign language proficiency
- Industry and functional expertise
- Oral communication and presentation skills
- Teamwork
- Tolerance of ambiguity

Example Employers

- [International Civilian Aviation Organization](#)
- [International Maritime Organization](#)
- [UN Educational, Scientific and Cultural Organization](#)
- [UN Capital Development Fund](#)
- [UN Children's Fund \(UNICEF\)](#)
- [UN Development Programme](#)
- [UN Institute for Disarmament Research](#)
- [UN Habitat](#)
- [UN Office on Drugs and Crime](#)
- [UN Office for Project Services](#)
- [UN Population Fund](#)
- [United Nations Secretariat](#)
- [UN Women](#)
- [World Food Programme](#)
- [World Meteorological Organization](#)

Resources for Additional Information

- [International Organizations Bureau, US State Department](#)
- [United Nations Foundation](#)
- [UNICEF Regional Offices and Committees List](#)
- [Competency Based Interviewing in the UN](#)
- [World Federation of United Nations Associations](#)

Pro Tip

The UN expects staff to rotate through different duty stations around the world, including hardship posts. To show that you are ready for that reality, gain as much experience outside of your country as you can. Fieldwork, internships, volunteer experiences, study abroad, and service programs can prepare you to work in an international, intercultural environment. If you do not desire a mobile lifestyle, the UN may not be for you.

Alum Profile



Laura Thompson
Deputy Director General, International Organization for Migration

Laura Thompson was re-elected as Deputy Director General of the International Organization for Migration (IOM) in 2014 by IOM's Council of Member States for a second five-year term. Ambassador Thompson started her tenure as Deputy Director General in 2009. With more than 20 years of experience in diplomacy, multilateral negotiation, development, and humanitarian affairs, she has provided leadership for multilateral initiatives and negotiations across the fields of migration, refugees, humanitarian assistance and human rights, and the environment.

Prior to joining IOM, she was Ambassador and Permanent Representative of Costa Rica to the UN Office and other International Organizations in Geneva. Previously, she served as Counsellor and First Secretary at the Permanent Mission of Costa Rica to the UN in Geneva and as Cultural Attaché at the Delegation of Costa Rica to UNESCO in Paris. During her diplomatic career, she has held leadership responsibilities within humanitarian affairs at key governing bodies, including Chair and Vice-Chair of the Executive Committee of the United Nations High Commissioner for Refugees, Chair of the Executive Committee of the IOM, and Vice-Chair of the Council of the IOM. She also acted as chair or vice-chair of governing bodies of the UN Compensation Commission, the World Intellectual Property Organization, and the International Labour Organization. In addition to her diplomatic experience, she worked as a Legal Officer for international organizations in Geneva, including the Security Council's UN Compensation Commission and the Secretariat of the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal, experiences that equipped her with in-depth understanding of the functioning of international organizations.

Ambassador Thompson holds a master's degree in International Relations, specializing in international law, from the **Institut Universitaire de Hautes Etudes Internationales** in Geneva. She also holds a Law Degree from the University of Costa Rica and has completed Executive Education at the **John F. Kennedy School of Government at Harvard University**. In addition to Spanish, her mother tongue, Ambassador Thompson is fluent in English, French, and Greek, and has a basic knowledge of Italian and Portuguese.

|| US EXECUTIVE BRANCH

The Cabinet and independent federal agencies responsible for the day-to-day enforcement and administration of federal laws in the United States.

OVERVIEW

The US Federal Government is the largest employer in the United States, with over 4 million employees including the US military.

Employees in the Executive Branch may work under the auspices of a presidential administration, but they serve the needs of the United States and their agency - not a particular administration. Government service will likely span administrations and political parties. Federal government employees must be ready to put the interests of the United States first. Employees must be “US citizens, nationals, or those who owe allegiance to the United States.”

International affairs positions in government do not just exist in agencies such as the Department of State and the Agency for International Development. Almost every federal department maintains an international affairs division. Job seekers are encouraged to explore a wide variety of agencies.

Hiring within the federal government is decentralized. Each agency manages its own hiring and is best viewed as a separate employer. The US Office of Personnel Management (OPM) functions as the federal government’s central human resource division. It regulates hiring practices and provides vacancy information across the entire federal government. However, it is necessary to contact the human resource office for each agency to obtain detailed information about career opportunities.

USAJobs.gov is the centralized hub for positions, run by OPM. Knowing how to navigate the site is crucial. Your profile on USAJobs is the primary way “to communicate your education, skills and experience.

Some federal positions may be obtained through the Presidential Management Fellowship (PMF) Program, a two-year, fast-track program for graduate students. The application process for the PMF starts in the early fall of a student’s final year of graduate study. Often PMF positions convert to full-time positions at an agency. There are also agency-specific fellowship programs which can lead to entry-level positions.

There are two main tracks to consider:

- Foreign Service Officers (FSOs) represent US interests abroad and protect Americans throughout the world through work at many difference agencies. FSOs spend most of their time outside the US, with occasional stateside rotations. Knowing a foreign language, especially a Critical Needs (Cantonese, Korean, and Russian, among others) or Super Critical Needs Language (Arabic, Mandarin, Farsi, etc.) can mean the difference between successfully getting hired or not.

- Civil Service positions are typically located in the United States at many different agencies. Most civil service positions work outside the DC region. These opportunities can be gained through the competitive hiring process. Hiring for full-time civil service positions happens throughout the year as positions become open.

There is a notable backlog of security clearances. Because of the time and expense, they incur, having a clearance is extremely valuable. Those interested in public service are strongly encouraged to complete a summer internship that gains them a basic clearance, which will make them considerably more marketable when it comes time for their full-time search.

The US Federal Government has a specific system for coding positions. Information on the General Scale (GS) for salaries can be found on the OPM [website](#). Master's level graduates typically enter at a GS-9 or higher, depending upon their years of work experience. PhD graduates typically enter at GS-11 or higher.

Some experiences, such as military service, boost one's competitiveness. Programs like AmeriCorps, Boren Awards, Gilman Scholarships, and Peace Corps provide non-competitive eligibility (NCE). With NCE, a federal agency can hire you outside of the formal competitive job announcement process.

Federal employment is generally not affected by cyclical fluctuations in the economy, but political changes influence staffing levels. Presidential administrations may have different priorities that result in greater levels of federal employment in some programs and reductions in others. Immediately after an election is an especially opportune time to search for positions, as new Congressional members or a new White House administration will need staff. Hiring also often increases at the end of September – the end of the government's fiscal year. Any remaining funds are often used to fill vacancies. Start informational interviewing in August to get a sense of what opportunities might be on the horizon.

Skills Necessary to Enter the Field

- | | |
|---|--|
| • Client and stakeholder relations | • Industry and functional expertise |
| • Concise, professional, and persuasive writing | • Oral communication and presentation skills |
| • Critical thinking and decision making | • Teamwork |
| • Data analysis and visualization | • Tolerance of ambiguity |
| • Emotional intelligence | • Foreign language proficiency |

Example Employers

- [Export-Import Bank](#)
- [Federal Reserve Board](#)
- [Foreign Agriculture Service](#)
- [International Trade Commission](#)
- [Millennium Challenge Corporation](#)
- [Presidential Management Fellowship](#)
- [US African Development Foundation](#)
- [US- China Economic and Security Review Commission](#)
- [US Cyber Command](#)
- [US Department of Education](#)
- [US Department of Energy](#)
- [US Department of Commerce](#)
- [US Department of Transportation](#)
- [US Department of the Treasury](#)
- [Virtual Student Federal Service](#)

Resources for Additional Information

- [5 Tips to Prepare for a US Government Security Clearance](#)
- [American Foreign Service Association Student Resources](#)
- [CareersInGovernment.com](#)
- [Foreign Service Officer Test Information Guide](#)
- [GovLoop](#)
- [Inside a US Embassy: How the Foreign Service Works](#)
- [Introduction to a Federal Resume](#)
- [Partnership for Public Service](#)
- [US Office of Personnel Management](#)
- [USAJobs \(Hub\)](#)

Pro Tip

Candidates will need to pass a background check to obtain a security clearance. Prepare for the process in advance by keeping detailed records of where you have lived and any foreign nationals with whom you have close contact. Maintain relationships with past professors and supervisors who speak to your conduct and character. Keep close watch on your finances and credit score. Think before you post on social media, especially photos.

Alum Profiles



Kyle Livingston

Senior International Relations Officer, US Department of Labor

Kyle Livingston is a Senior International Relations Officer at the US Department of Labor's Bureau of International Labor Affairs (ILAB). He manages a portfolio of 12 countries spanning the Indo-Pacific region, acting as lead author for each in the annual Findings on the Worst Forms of Child Labor report and bi-annual List of Goods Produced by Child Labor or Forced Labor. He represents ILAB on several interagency task forces addressing Illegal, Unreported and Unregulated fishing and on US trade enforcement priorities. He represented ILAB at the 2019 UN General Assembly. Before ILAB, Kyle was a Country Desk Officer at Peace Corps, overseeing the agency's programs in Nepal, the Philippines, and Timor-Leste, after having served as a digital engagement strategist at Peace Corps. Kyle served 27 months in Thailand in the Peace Corps as a community development advisor.

Kyle was Co-Chair for the Asian and Pacific Islander Queers United for Action D.C. (AQUA DC) from March 2019 - March 2020, where he helped lead the group to rise to become one of the most-recognized queer AAPI groups in the D.C. metropolitan area. He helped spearhead the first AAPI pride event in June 2019 as well as hosting AQUA DC's summer fundraiser, Queersgiving potluck in collaboration with LULAC Lambda, and AQUA DC's holiday party. He was named to the National Security & Foreign Policy LGBTQIA+ Out Leadership List 2020. Kyle received his MA from **American University's School of International Service** and a BA from the University of San Francisco.



Anu Rajaraman

Mission Director, Guatemala, US Agency for International Development

As USAID's Mission Director in Guatemala, Anu Rajaraman leads a team of 120 professionals and a diverse suite of projects to achieve a more secure, prosperous, and well-governed Guatemala while addressing the root causes of migration. Before assuming her current duties, she served as a Deputy Coordinator for the USAID Transformation, where she led implementation of the Administrator's vision of advancing U.S. foreign policy by partnering with countries on their journey to self-reliance. In that role, she and her team developed USAID's first set of metrics that measure countries' commitment and capacity to manage and finance their own development.

Prior to that, she directed a variety of international programs across Latin America and South Asia ranging from promoting innovation and entrepreneurship, to women's empowerment and private sector engagement, to education and water and sanitation for USAID, the U.S. Global Development Lab, and the U.S. Environmental Protection Agency.

Ms. Rajaraman joined USAID as an Urban Management Fellow in 2001 and later as a Presidential Management Fellow in 2003. Raised on Galveston Island, Texas, she earned her BA in Government from the University of Texas at Austin and holds an MPA from the **Maxwell School at Syracuse University**. She is part of a USAID-State tandem.

|| US LEGISLATIVE BRANCH (CAPITOL HILL)

Employment “on the Hill” generally refers to opportunities available in one of 100 Senate offices, 435 offices in the House of Representatives, or among the numerous Congressional committees and subcommittees.

OVERVIEW

Members of Congress have staff who support their work in constituent relations, relate to the Committees on which they serve, and focus on issues that they care about. Most Congressional committees are divided into majority and minority staffs that perform several functions, including research and subject-matter specialists and ombudsmen.

There is no predefined career path to or on Capitol Hill. With elections held every two years and with only a fraction of current Senators with 25 years or more of service, very few staffers spend an entire career working for one member of Congress.

Many Congressional staffers use their positions as stepping-stones to the executive branch, private sector, think tanks, and nonprofit organizations. Turnover is common, given the long hours and often low pay. As such, opportunities for promotion on both personal and committee staffs are available all the time.

Congressional staffers perform a variety of different functions, so there are opportunities for individuals with varying interests and capabilities. Experience in customer service can be as critical since most entry level positions involve constituent relations rather than policy writing. Deep technical knowledge of an issue can be helpful when applying to mid- and senior-level positions. Most staff must work their way up the ladder; do not expect to be given senior positions at the beginning of your career.

Entry-level positions are highly competitive. Many jobs on Capitol Hill are not advertised. Inquiries directed to the offices of one’s own representatives (particularly if you share their party affiliation) can be helpful. An internship with a Member of Congress provides an excellent opportunity to build contacts and show interest in public service. Most Congressional staffers will readily admit that networking is the key to securing a position on the Hill. Internships may be open to non-US citizens, but staff positions are usually reserved for US citizens.

Except for the Library of Congress, partisanship on the Hill can be an asset. Offices want to understand why you want to work for them / on their issues specifically. Do not be afraid to have a point of view; just think carefully about when it is an advantage (or a detriment) to express it.

Examples of Entry Level Positions

- Legislative Assistant
- Legislative Correspondent
- Scheduler
- Staff Assistant

Skills Necessary to Enter the Field

- Advocacy
- Client stakeholder relations
- Concise, professional, and persuasive writing
- Emotional intelligence
- Industry and functional expertise (ex: understanding the legislative process)
- Oral communication and presentation skills
- Tolerance of ambiguity

Example Employers

- [Congressional Research Service](#)
- [Commission on Security and Cooperation in Europe \(Helsinki Commission\)](#)
- [House of Representatives](#)
- [House Committee on Foreign Affairs](#)
- [House Committee on Homeland Security](#)
- [House Committee on Intelligence](#)
- [Joint Economic Committee](#)
- [Library of Congress](#)
- [US Senate](#)
- [Senate Committee on Energy and Natural Resources](#)
- [Senate Foreign Relations Committee](#)
- [Senate Committee on Homeland Security and Government Affairs](#)
- [Senate Select Committee on Intelligence](#)

Resources for Additional Information

- [Congress.gov](#)
- [House Vacancy and Placement Service](#)
- [Introduction to House Job Descriptions](#)
- [Politico's 12 Steps to a Capitol Hill Job](#)
- [Roll Call](#)
- [Senate Placement Service](#)
- [The Congressional Institute](#)
- [The Hill Job Listings](#)

Pro Tip

Post-election is a good time to look for a job on the House side. While campaign staffers may fill some positions, newly elected representatives need to increase staffing in their Washington DC offices quickly. Begin with anyone from your home state or region. Then look at those working on issues you care about.

Alum Profile



Alex Tiersky
Global Security and Political-Military Affairs Advisor,
Commission on Security and Cooperation in Europe (US Helsinki Commission)

Alex Tiersky serves as the Commission's Global Security and Political-Military Affairs Advisor. In that capacity, he has responsibility for a broad portfolio of "first dimension" issues throughout the OSCE space and beyond. He also serves as the host of the Helsinki Commission's podcast series, *Helsinki on the Hill*.

A former Specialist in Foreign Affairs at the Congressional Research Service, Alex also served as Director of the Defense and Security Committee of the NATO Parliamentary Assembly, where he worked with legislators from dozens of countries to influence security policy across the Alliance.

From 2004 to 2007, Alex served as Foreign Affairs Officer and Presidential Management Fellow at the US Department of State, where he held various positions with responsibility for US-Russian strategic nuclear issues, conventional arms control and other political-military affairs in Europe, as well as at NATO headquarters in Brussels.

Alex has also worked as a researcher at the Council on Foreign Relations and as the Assistant Director for the Global Reporting Network at New York University's Center for War, Peace, and the News Media.

Alex holds degrees from the **School of Advanced International Studies (SAIS) at Johns Hopkins**; the Institut d'Etudes Politiques (Sciences Po); and Tufts University.

|| WATER

Access to clean water is a basic human need. Lack of access is a source of political, security, and economic risk.

OVERVIEW

Clean water is critical for human survival, for disease prevention, for economic development, and for global trade.

According to the United Nations, one in three people do not have access to safe drinking water; two out of five people do not have a basic hand-washing facility with soap and water; and, more than 673 million people still practice open defecation. Without clean water, corporations cannot process agricultural or manufactured goods (ex: it takes about 1,800 gallons (6,814 liters) of water to grow enough cotton to produce just one pair jeans and 450 gallons (1,700 liters) of water to produce a chocolate bar). Access to water facilitates access to education. Denial of access to water has led to international and internal conflicts.

Large international development organizations and multilateral organizations often focus on infrastructure and water access. Smaller organizations may be more localized to a community and its distinct challenges.

Many positions focus on Water Supply, Sanitation, and Health (WASH). Some will involve the logistics and planning to provide safe and regular access to water, such as urban planning or refugee camp design. Other jobs will look at the gender dynamics of water access, since young women are often tasked with gathering water for their families. Others may focus on analyzing policies to influence governments or building corporate partnerships to invest in water access.

Water was listed by the World Economic Forum as one of the largest global risks in terms of potential impact over the next decade. Positions in this area will continue to grow.

Experience building the capacity of others is critical as most water projects will be localized. You will need to engage with local communities and understand their needs.

Examples of Entry Level Positions

- Impact Analyst
- Marketing Associate
- Program Manager
- Technical Assistant

Skills Necessary to Enter the Field

- Client and stakeholder relations
- Monitoring and evaluation
- Project management
- Proposal development/grant writing
- Data analysis and visualization
- Cross-cultural awareness and communication
- Field experience
- Emotional intelligence
- Tolerance of ambiguity
- Concise, professional, and persuasive writing
- Oral communication and presentation skills
- Technical knowledge related to the job

Example Employers

- [Charity:Water](#)
- [International Water Management Institute](#)
- [UN Water](#)
- [US Water Partnership](#)
- [Water.org](#)
- [WaterAid](#)
- [WaterHealth](#)
- [Water for People](#)
- [World Resources Institute](#)

Resources for Additional Information

- [Global Water Challenge](#)
- [Introduction to Sustainable Development Goal 6](#)
- [Josh's Water Jobs](#)
- [Ocean Foundation: Introduction to the Blue Economy](#)
- [United Nations Issues Brief: Water](#)
- [World Economic Forum Global Water Initiative](#)

Pro Tip

Many water projects are funded by national governments and/or multilateral development organizations. Internships or coursework that explains the distinctive ways to raise and manage funds from these institutions will be highly valuable.

Alum Profile



Jack Sim
Founder, World Toilet Organization

Jack Sim, Founder of World Toilet Organization (WTO), has been a successful businessman since age 24. Having achieved financial success in his 40s, Jack felt the need to change his direction in life and give back to humanity – he wanted to live his life according to the motto “Live a useful life”. Jack soon left his business and embarked on a journey that saw him being the voice for those who cannot speak out and fighting for the dignity, rights, and health for the vulnerable and poor worldwide.

Jack discovered that toilets were often neglected and grew concerned that the topic was often shrouded in embarrassment and apathy; talking toilets was taboo! Jack felt this led to the neglect of restrooms island wide. In 1998, he established the Restroom Association of Singapore (RAS) whose mission was to raise the standards of public toilets in Singapore and around the world.

Through RAS, Jack’s vision was to put Singapore on the “world map” by taking the initiative to provide clean public toilets. As Jack began his work in Singapore, he realized there were other existing toilet associations operating in other countries.

It soon became clear that there were no channels available to bring these organizations together to share information, resources and facilitate change. There was a lack of synergy. As a result, in 2001, Jack founded the World Toilet Organization (WTO) and four years later, the World Toilet College (WTC) in 2005.

In 2004, Jack was awarded the Singapore Green Plan Award 2012 by Singapore’s National Environment Agency (NEA) for his contribution to Environment. In 2006, Jack was invited to launch The German Toilet Organisation in Berlin. He is also a founding member of American Restroom Association.

In 2007, Jack became one of the key members to convene the Sustainable Sanitation Alliance (SuSanA) comprised of over 130 organizations active in the sanitation sector. Jack is also an Ashoka Global Fellow and in 2008 was named Hero of the Environment by Time Magazine. Jack also sits in the World Economic Forum’s Global Agenda Councils (GAC) for Water Security and also the GAC for Social Entrepreneurship.

He graduated with a master’s in public administration from the **Lee Kuan Yew School of Public Policy** in 2013. He was shortlisted for the Sarphati Sanitation Award in November 2013.

|| GENERAL JOB SEARCH RESOURCES

Visit these websites and job boards for opportunities across sectors!

- [Action Without Borders \(Idealist\)](#)
- [APSIA Job Board](#)
- [Charity Jobs UK](#)
- [Clearance Jobs](#)
- [Econ-Jobs](#)
- [EuroBrussels](#)
- [Glassdoor](#)
- [Indeed](#)
- [LinkedIn](#)

Critical Skills in Any Sector

- Advocacy
- Client and stakeholder relations
- Concise, professional, persuasive writing
- Contract management
- Critical thinking
- Cross-cultural awareness and communication
- Data analysis and visualization
- Emotional intelligence
- Field experience
- Finance and accounting
- Financial modeling and valuation
- Foreign language
- Industry and functional expertise
- Monitoring and evaluation
- Oral communication and presentation skills
- Project management
- Proposal development/grant writing
- Qualitative management
- Quantitative analysis
- Regional expertise
- Social media skills
- Statistical analysis
- Supervisory experience
- Survey design
- Teamwork
- Technical knowledge related to the job
- Tolerance of ambiguity

Diversity and Inclusion

Learn more about organizations' commitment to diversity!

- Disability:IN's [Disability Equality Index](#)
- DiversityInc's [Top 50 Companies for Diversity](#)
- Forbes' [Best Employers for Diversity](#)
- Great Place to Work's [100 Best Workplaces for Diversity](#)
- Human Rights Campaign's [Corporate Equality Index](#)
- Mobility International's [Excellence in Development and Disability Inclusion](#)
- Women in International Security [Think Tank Gender Scorecard](#)
- Women of Color Advancing Peace and Security's Organizations [Standing Together Against Racism and Discrimination](#)
- Working Mother's [Best Companies for Multicultural Women](#)