

U.S. DEPARTMENT OF STATE

★ CAREERS REPRESENTING AMERICA ★

U.S. citizenship is required. An equal opportunity employer.

Michelle Kayser

Who am I?

- U.S. Foreign Service Officer (Diplomat)
- Over 13 years experience
- Served in Central African Republic, Argentina, Washington, D.C., and Switzerland
- Originally from Vermont!



Who We Are

Nation's Oldest Cabinet Agency
Lead U.S. Foreign Policy and
Diplomatic Engagement
Protect the interests of U.S. Citizens

Our Primary Mission: To promote peace and stability in areas of vital interest to America and build a freer, more prosperous and secure world.









Nation's Oldest Cabinet Agency
Leading U.S. Foreign Policy and
Diplomatic Engagement
Protecting the interests of U.S. Citizens

70,000 Employees in the U.S. and Overseas

- 14,000 Foreign Service Americans
 - 8,000 Generalists
 - 6,000 Specialists
- 11,000 Civil Service
- 45,000 Locally Employed Staff (non-US citizen employees at overseas missions)



Where We Are



- > 276 posts abroad in 191 countries
- > Headquarters in Washington, D.C.
- > Passport agencies and field offices are located throughout the U.S.



To understand and improve a diverse world, we must also be diverse.

All academic disciplines are useful in the U.S. State Department.



Student Internship Program

- > PAID internship with the opportunity to work in one of the many bureaus located in Washington D.C.
 - > Summer, Spring, and Fall cycles.
- > Eligibility/Requirements
 - Be a U.S. citizen
 - Have a minimum 3.2 GPA
 - > Be able to receive either a Public Trust, Secret or Top Secret clearance
 - > Be a Undergraduate (juniors and seniors) or Graduate Student
 - > A student is an individual who is enrolled in a degree-seeking program in an accredited college or university
 - > An applicant is considered a current or rising junior
 - > See careers.state.gov for further details and how to apply





Student Internship Program

Internship Compensation

- Hired as a temporary employee GS-4 Level, Step 1
- 10 Week Internship
- Transportation/Lodging Covered

Important Dates

Summer 2024 Program

- Applications open NOW until October 9th
- Internship Dates May to September (once Security Clearance is received)



https://www.usajobs.gov/job/751321700

Internship Fields of Study

- African Affairs
- Arms Control and International Security
- Building Design and Construction
- Conflict Resolution and Stabilization
- Counterterrorism
- Criminal Justice and Law Enforcement
- Cybersecurity Operations
- Data Science
- East Asian and Pacific Affairs
- Economics
- Emerging Technology and Cyberspace Policy
- Environmental Sciences
- European and Eurasian Affairs
- Facilities Management
- Finance
- Gender Studies
- Global Public Health

- Human Resources and Talent Management
- Human Rights and Democracy Promotion
- Information Technology
- International Governmental Organizations
- International Law
- Law Enforcement
- Legislative Affairs
- Logistics Management, Operations, Contracting, Procurement
- Marketing and Communications
- Maritime Policy
- National Security
- Near Eastern Affairs
- Public Diplomacy and Public Affairs
- Science, Technology, Engineering, and Math (STEM)
- Security Engineering and Countermeasures
- South and Central Asian Affairs
- Western Hemisphere Affairs



Student Internship Program

- > The Internship Experience
 - > Participate in meetings with senior-level U.S. Government or foreign government officials
 - > Draft, edit, or contribute to cables, reports, communications, talking points, or other materials used by policymakers in furthering U.S. foreign policy objectives
 - > Support events, including international and/or multilateral meetings and conferences
 - Engage directly with U.S. audiences in helping to explain the work of the Department of State or foreign audiences in helping to promote U.S. foreign policy and improve understanding of U.S. culture and society





Student Internship Program

Ideal Candidates:

- ALL majors are encouraged to apply
- Strong essay answers
 - Commitment to public service
 - Articulate goals for the internship

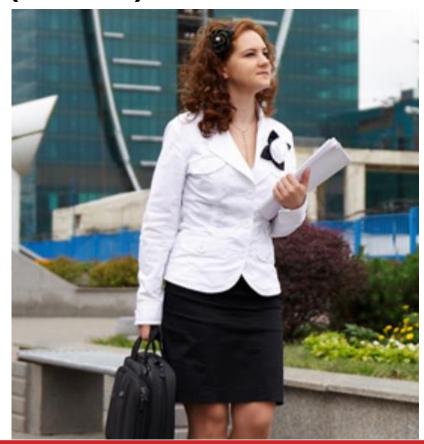
You do not necessarily need to have:

- A language skill
- International travel or living aboard experience



U.S. Foreign Service Internship Program (USFSIP)

- Applications open in August each year
- ➤ Merit and need-based, rising Juniors & Seniors with 3.2 GPA
- Two consecutive, paid summer internships (domestic/abroad):
 - ➤ Three weeks of academic and professional training in Washington followed by seven weeks working in a policy office at State
 - > A ten-week assignment in a U.S. Embassy or Consulate abroad
- > Same compensation as SIP (GS-4 level, transportation, & lodging)





Virtual Student Federal Service Internship (VSFS)

- Virtual internship 10 hours per week from September to May
- Applications open in July
- > All enrolled students with high school degree are eligible to apply!

Eligibility Requirements:

- > U.S. Citizenship
- > High school graduate enrolled in a degree-seeking program in an accredited college or university
- ➤ An Undergraduate, Graduate, or Doctorate Student for the duration of the internship/academic year
 - > if the student has been out of school for no more than 5 months and has plans to return to school within 5 months
- > A student must be returning to school immediately following the internship



Study Abroad Opportunities

- ➤ Gilman Scholarships for Pell Grant Recipients and Active Duty

 Military Dependents gilmanscholarship.org
- > Critical Language Scholarship clscholarship.org
- **▶** Boren Scholars/Fellows https://www.borenawards.org/

BOREN SCHOLARSHIPS

Fund study abroad by **U.S. undergraduate students** in world regions critical to U.S. interests.

Maximum awards are determined by duration abroad:

Up to \$25,000 for 25-52 weeks (preferred)

Up to \$12,500 for 12-24 weeks

Up to \$8,000 for 8-11 weeks (<u>STEM majors</u> only)

BOREN FELLOWSHIPS

Fund research and language study proposals by **U.S. graduate students** in world regions critical to U.S. interests.

Maximum awards are determined by duration abroad:
Up to \$25,000 for 25-52 weeks (preferred)
Up to \$12,500 for 12-24 weeks
+ Up to \$12,000 for domestic language study (optional)





FAIT Fellowship



- Up to \$43,500 annually (for 2 years) in academic funding for tuition, room and board, books, mandatory fees and travel
- Two summer internships (with up to \$11,000 in stipend support):
 - > one at a domestic at the Department of State in Washington, D.C.

https://www.faitfellowship.org/

- > one overseas at a U. S. embassy or consulate
- > Professional development, including a 10-week series during the first summer internship in D.C.
- Mentoring from a Foreign Service IMS throughout the duration of the fellowship
- > An appointment as a Foreign Service IMS upon successful completion of the program and Foreign Service entry requirements
- *Fellows agree to a minimum five-year commitment upon entry into the Foreign Service.



Clarke Fellowship

- > Up to \$24,000 annually for tuition for a two-year, full-time master's degree program
- > Up to \$18,000 annually during the two years of graduate study for room and board, books/laboratory fees, and other academic expenses, and travel between your residence and graduate school.
- > Two summer practicums (with stipends, housing, and travel allow)
 - > one in Washington, D.C. with the Diplomatic Security Service
 - > one overseas at a U. S. embassy or consulate
- > Personalized mentoring and professional development opportunit
- > *Fellows agree to a minimum 3-year commitment **upon entry into the Diplomatic Security Service**

https://clarkedsfellowship.org/







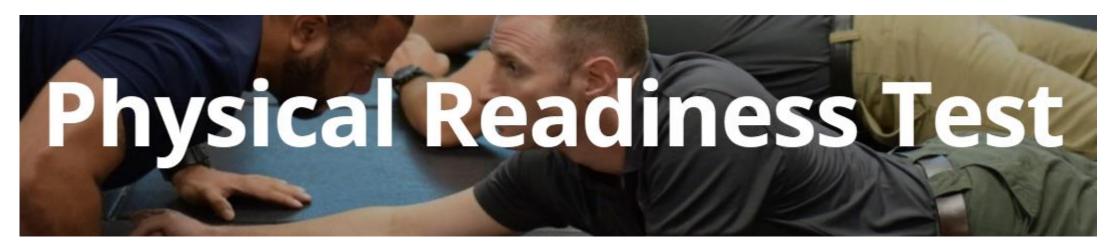






Clarke Fellowship Eligibility

- > Be at least 19 years old and no older than 32 years old (except for preference-eligible veterans)
- > Pass the Physical Readiness Test (PRT) if selected as a finalist for the fellowship
- > Have a valid U.S. driver's license if selected as a finalist for the fellowship



https://clarkedsfellowship.org/clarke-ds-fellowship/physical-readiness-test/



Rangel Summer Enrichment Program



- > A 6-week summer program for undergraduate students with two major components:
 - 1) Two courses and a seminar to enhance knowledge and skills related to U.S. foreign policy, economics, and writing
 - 2) The program introduces participants to government and non-government professionals who work on global issues, arranges visits to various international affairs institutions, and helps students explore graduate school, scholarship, fellowship, internship, and professional options in international affairs
- > Students live at Howard University, attend classes, and participate in a variety of programs with foreign affairs professionals at Howard and at diverse locations around Washington, DC.
- > The Program covers the costs for tuition, travel, housing, and two meals per day. It also provides a stipend of \$3,300.

Eligibility:

> U.S. citizenship

- https://rangelprogram.org/summer-enrichment-program/overview-eligibility/
- Undergraduates, at least sophomore status at time of application
- ➤ Minimum cumulative GPA of 3.2 on a 4.0 scale at the time of application



Cyber & Networking Opportunities at State



The Bureau of Cyberspace and Digital Policy (CDP) promotes U.S. national and economic security by leading, coordinating, and elevating foreign policy on cyberspace and digital technologies. It builds partnerships to shape the international environment so Americans and people everywhere can prosper. CDP strives for a world in which every person can access the opportunities that come with digital connectivity to build thriving economies and societies and works to counter challenges to this vision from authoritarian states.



4 Policy Units:

- International Cyberspace Security (ICS)
- International Information and Communications Policy (ICP)
- Digital Freedom (DFU)
- Strategic Planning and Communications Unit (SPC)



Key Topics:

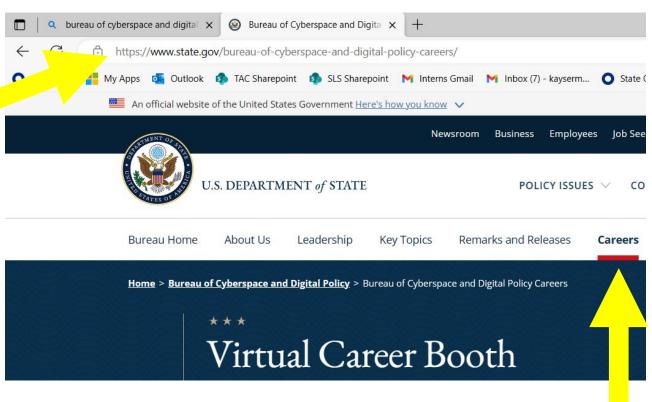
- Promoting Stability and Security in Cyberspace
- Advancing the Digital Economy
- Advancing Digital Freedom
- Building Digital Connectivity and Global Cyber Capacity



Careers with CDP:

Supervisory Foreign Affairs Officer

Application Window: 09/22/2023 to 10/03/2023



This position is located in the Bureau of Cyberspace and Digital Policy, Office of International Information and Communications Policy. As a Supervisory Foreign Affairs Officer, your work will support the Department in advancing U.S. Internet policy (data privacy, digital and telecommunication ecosystems and engagement) in the East Asia Pacific and South Central Asia region.



Cyber & Networking Opportunities at State



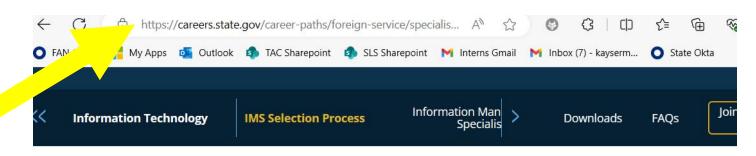
The Bureau of Information Resource Management (IRM)'s mission is to create an interconnected, secure, and informed Department through the prioritized, secure, and innovative application of IT resources. Our vision is to drive necessary and effective operations and collaboration across the Department, its partners, and foreign audiences.



Information Management Specialists manage and operate information technology infrastructure, including PC local and wide area networks, telecommunications systems, telephone and UHF/VHF programs, and diplomatic pouch and mail services.

You would be responsible for ensuring the safety and integrity of all information, by protecting classified material, providing on-going technical support, and optimizing systems and network operations.

Every day, you'll encounter new challenges that will broaden your expertise in the face of rapidly evolving technologies and systems outside your area of expertise. As you travel abroad and experience new cultures, your work will make a lasting impact on building peace and prosperity.



Careers with IRM:

https://careers.state.gov/careerpaths/foreign-service/specialist/informationtechnology/ims-selection-process/

or

https://www.usajobs.gov/job/681046200

IMS Selection Process

Updated: September 2023

Accessible Text IMS Selection Process

Non-Accessible PDF IMS Selection Process Download





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CONTRACT PROCUREMENT



FOREIGN AFFAIRS



FOREIGN LANGUAGE & PROFESSIONAL TRAINING



GENERAL ACCOUNTING & ADMINISTRATION



INFORMATION TECHNOLOGY MANAGEMENT



LEGAL COUNSEL



MANAGEMENT ANALYSIS



PASSPORT VISA SERVICES



PERSONNEL MANAGEMENT



PUBLIC AFFAIRS

Civil Service Career Opportunities



Apply now:

https://careers.state.gov/applynow/#civilservice



The Foreign Service



Foreign Service Officers (Generalists)



Foreign Service Specialists



U.S. DEPARTMENT OF STATE

★ CAREERS REPRESENTING AMERICA ★







Michelle Kayser, Diplomat in Residence – New England DIRNewEngland@state.gov

Foreign Service Specialists

IT Management

Information Management Specialists
Information Management Technical Specialists

Administration

Human Resource Officers

Financial Management Officers

General Services Officers

Office Management Specialists

Buildings and Operations

Facility Managers

Construction Engineer Executives

Security

Diplomatic Security Special Agents

Security Engineering Officers

Security Technical Specialists

Diplomatic Courier

Healthcare

Medical Providers (NPs/PAs)

Regional Medical Officers

Regional Medical Officers/Psychiatrists

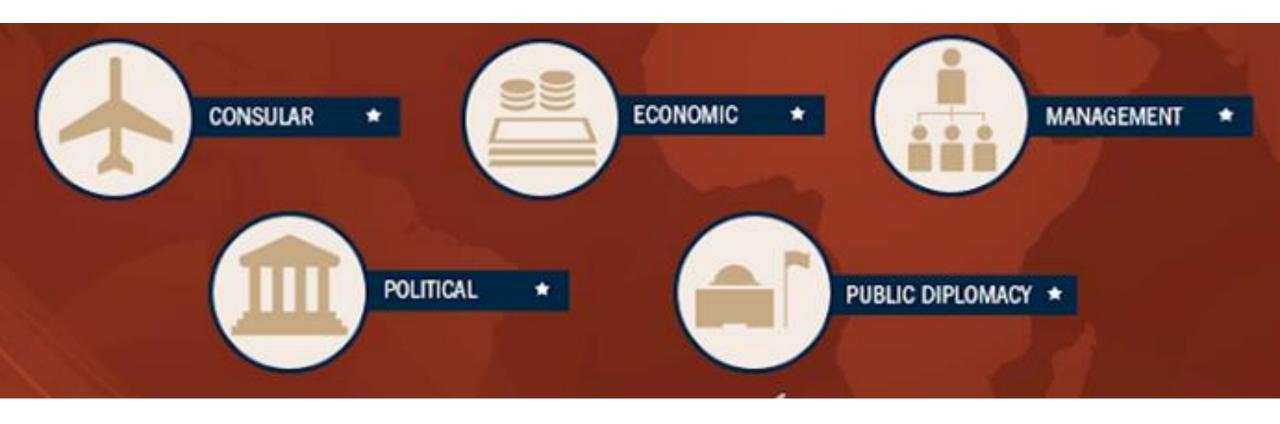
Regional Medical Laboratory Scientist

Resource/English Language Programs

Regional Public Engagement Specialists

Regional English Language Officers

Foreign Service Generalists





Foreign Service Generalists



Management

Human Resources
Financial
Management
Logistics
Information Systems
Medical
Community Liaison
Facilities
Management

Consular

American Citizens'

Services
Citizenship/Passports
Arrest Cases
Death Cases
Federal Benefits
Visas
Immigration
Refugees

Notarials



Press
Culture
Exchanges
Online Library
Cultural Center

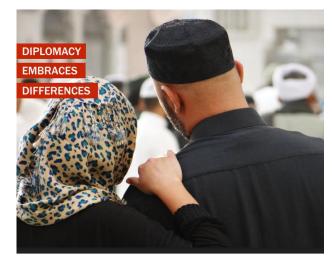
Economics/Political

Domestic Politics
Trade
Human Rights
Finance
Arms Control Issues
Environment
Narcotics
Energy
Telecommunications



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★ CAREERS REPRESENTING AMERICA ★





Impact the World, Impact Your World

Using the Department's Position in the World to Shape it

Not just advancing U.S. interests, but using your skills and experiences to tackle global challenges

A career you can be proud of...you can do work that is meaningful





U.S. citizenship is required. An equal opportunity employer.



Impact the World, Impact Your World

- Intersection of Adventure and Stability
- Continuous Growth (Language, Leadership, & Professional Training)
- > Govt. Provided (Nice) Housing/Utilities
- Paid education for kids K-12, Student Loan Repayment
- Location dependent additional allowances/differential
- > Pension, Thrift Savings Plan, Health Benefits
- > Holidays and Leave







Your Resource – Diplomat in Residence New England Michelle Kayser – DIRNewEngland@state.gov



Join Our Talent Network!

