

WK7 - Resources, Handouts and Overheads

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H01 – Sector Profiles

- Career Opportunities in Science, Technology and Public Policy
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Description of the Field

Science, Technology & Public Policy is a maturing policy field focused on the interactions among scientific developments, technological change, social values, and governmental activities at both international and domestic levels. It is concerned with the ways in which citizens and professionals in industry, government, labor, academia, and non-profit organizations understand these interactions and apply their understanding to solve social, environmental, human health and economic problems, as well as promote and manage scientific and technological systems that could serve as solutions.

Career Paths and Entry Salaries

Recent graduates with science policy degrees work in research, analysis, or management with such job titles as “research analyst,” “program or policy analyst,” “legislative analyst,” or the more specific “environmental protection specialist.” Beginning salaries range from the upper thirties to mid-forties. Salaries may be higher for candidates who have technical/scientific undergraduate or graduate degrees or significant work experience in the field, on Capitol Hill, or in federal agencies, nonprofit think tanks, or industry.

Career paths in policy making, policy analysis, and policy research require different kinds of skills and capabilities as well as different types of training and work styles. In addition, career paths leading to similar positions may differ. For example, senior executive-level policy making positions in federal agencies often require scientific or technical credentials, whereas senior congressional committee policy making positions are less demanding of technical qualifications and more demanding of political skills. The same may be said of policy management careers. A person entering the field as a research or policy assistant might expect to move to analyst or technical consultant, to project director or senior professional staff, and ultimately to policy making positions such as assistant secretary, executive director, or vice president. With some exceptions, a PhD is usually required for movement to senior levels, and generally the closer the position is to academe or high-level think tanks, the more a PhD is needed.

Demand

Public sector employers have traditionally hired more science & technology policy graduates than any other employer. Federal agency demands have increased since September 11, 2001 because of the need for science and technology experts working in national security policy plus computer and telecommunications issues, as well as public health and environmental hazards. Continuing growth in demand at the state level, where there is also a need for scientific and technical policy expertise, is contingent on the ability of states to overcome present fiscal cutbacks. In the international arena, there is a need for science & technology policy specialists to assist with bilateral negotiations, agreements, research, and grants management, especially around issues such as genetic engineering and its effect on international trade and health policies.

Private sector employers have tended to hire science & technology graduates with engineering or technical backgrounds and excellent analytic skills. Openings also occur in regulatory, strategic

planning or external relations departments for candidates with extensive congressional or federal experience. In research and consulting organizations that serve the federal government, there is a growing demand for science & technology specialists, especially for those with expertise in the environment, telecommunications, the conversion of defense industries, public health issues, and technology transfer.

Qualifications Necessary to Enter the Field

- Analytic skills, both qualitative and quantitative
- Knowledge of the policy environment and the significant issues affecting policies
- Information management skills
- Effective reporting and communicating skills, verbal and written
- Strong background in economics
- Political and persuasive skills, especially diplomacy when working with diverse groups
- Good teamwork and networking talents
- Substantive knowledge of a specialized area such as biotechnology, defense, space or the environment
- A technical degree (e.g., PhD, MS, or BS in physics or engineering) is required for positions in some science & technology organizations

Sample Group of Employers

Agency for International Development – <http://www.usaid.gov>

American Association for the Advancement of Science – <http://www.aaas.org/>

American Physical Society – <http://www.aps.org/>

ANSER Corporation – <http://www.anser.org/>

Battelle Memorial Institute – <http://www.battelle.org/>

Center for Strategic and International Studies – <http://www.csis.org>

Central Intelligence Agency – <http://www.cia.gov>

Congressional Research Service – <http://www.loc.gov/crsinfo/>

Department of Agriculture – <http://www.usda.gov>

Department of Commerce – <http://www.doc.gov>

Department of Defense – <http://www.dod.gov>

Department of Energy – <http://www.doe.gov>

Department of Interior – <http://www.doi.gov>

Department of State – <http://www.state.gov>

Environmental Defense – <http://www.environmentaldefense.org>

Environmental Protection Agency – <http://www.epa.gov>

Federal Bureau of Investigation – <http://www.fbi.gov>

General Accounting Office – <http://www.gao.gov>

Global Technology Partners – <http://www.gtpl.com/>

House Committee on Science – <http://www.house.gov/science/welcome.htm>

Lockheed Martin – <http://www.lockheedmartin.com/>

NASA – <http://www.nasa.gov/>

National Academy of Sciences – <http://www.nas.edu/>

National Imagery and Mapping Agency – <http://www.nima.mil>

National Institutes of Health – <http://www.nih.gov>

National Science Foundation – <http://www.nsf.gov/>

Northrop Grumman Corporation – <http://www.northgrum.com/>

Pew Initiatives – <http://www.pewtrusts.org>

RAND Corporation – <http://www.rand.org/>
Raytheon Company – <http://www.raytheon.com>
Rockwell International – <http://www.rockwell.com/>
Science Applications International Corporation, Inc. (SAIC) – <http://www.saic.com/>
SRI International – <http://www.sri.com/>
Stockholm Environment Institute – <http://www.sei.se/>
Tellus Institute – <http://www.channel1.com/users/tellus/>
Union of Concerned Scientists – <http://www.ucsusa.org>
Winrock International – <http://www.winrock.org/>
World Bank – <http://www.worldbank.org>

Future Challenges of the Profession

There is increasing awareness of the economic, political, and social consequences of decisions in the science & technology policy field in such areas as computers and telecommunication regulation, genetic engineering, cloning, biological weapons development, and global climate change as well as other technological areas. The need to build bridges and integrate diverse national and international institutions linking governments and universities with the private sector and with newly emerging consortia of businesses and research organizations is becoming increasingly important. In addition, enhancing the scientific literacy of the public is paramount to making better political and societal decisions about science and technology. Expertise in science, technology and public policy will be essential to help nations, citizens, and industry recognize their common interdependence, their common problems and to agree on solutions and ways to pay for them.

To Obtain More Information

Associations:

- American Association for the Advancement of Science – <http://www.aaas.org>
- American Chemical Society – <http://www.acs.org>
- American Physical Society – <http://aps.org>
- Federation of American Societies for Experimental Biology -<http://www.faseb.org>
- National Academy of Sciences – <http://www.nas.edu>

Publications:

AAAS Guide to Graduate Education in Science and Engineering and Public Policy - the American Association for the Advancement of Science (on line at www.aaas.org/spp/sepp/sepsl.htm)
Graduate Education and Career Directions in Science, Engineering, and Public Policy, - Teich, Albert H., Barry D. Gold, and June M. Wiaz, (1986).

Description of Field

The international human rights field is comprised of a broad spectrum of governmental, intergovernmental and non-governmental organizations which focus on the alleviation of human suffering and the protection and promotion of human rights as formulated in the Universal Declaration of Human Rights, addressing 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.

Work in human rights can be challenging and intense. Organizations use a variety of disciplines in their approach to social justice, including direct service, advocacy, policy development, and research. Activities include research focusing on preventing and ending human rights abuses in all regions of the world, monitoring human rights development, conducting on-site investigations, writing reports on human rights conditions, engaging in advocacy to publicize and curtail human rights 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.

Career Paths and Entry Salaries

The field of human rights is broad and multidisciplinary and, therefore, there is no direct or specific career path to follow. Over the past 20 years, the variety of career opportunities in human rights has broadened to include grassroots/community organizers, media specialists, grant writers, educators, financial analysts, journalists, researchers, health care professionals, and human rights monitors. The energy behind human rights work is often found in local/indigenous grassroots groups. Support to these groups can be provided in the form of technical assistance, research, or training.

Although the field is relatively competitive to enter, there are many entry-level opportunities for job seekers with a Bachelors degree interested in this area of social justice, including assistant project coordinators, researchers, communications assistants, development associates, and community organizers. Starting salaries for these jobs range from the mid-\$20,000 to low-\$30,000.

Positions for candidates with a relevant masters degree are most frequently in the capacity of monitoring, reporting, administrative, and organizational efforts. Salaries for these positions range from the low-\$30,000 to mid-\$40,000 range, and can include titles such as program manager, analyst, research associate, writer/reporter, regional monitor, and legal advocate.

Advanced positions can include titles such as executive director, project administrator, senior program director, and legal counsel. Depending on the size and type of organization, senior-level positions can have a salary anywhere from the low-thirties to over \$100,000. A law degree or a background in an overlapping field is often required for senior-level employment.

Demand

Paid positions in the human rights field are increasing, but are still very restricted for young professionals. The jobs that do exist can be found primarily with non-governmental organizations or, in some cases, with the federal government. There are opportunities in fields which might overlap with human rights such as governmental affairs, law, and lobbying. There are also short-term positions for those on leave from other jobs who might want to lend their expertise to the human rights arena, i.e. lawyers, teachers, social workers, doctors. Domestic careers in human rights include work with refugees who have emigrated to the US, civil rights, and women's issues.

Qualifications Necessary to Enter the Field

The skills required to work in the human rights field vary depending on the organization and type of work. Human rights advocates must be skilled in research, writing, analytical thinking, public speaking, and/or grassroots organizing. Those working in policy development, legal cases, or complex international treaties typically require an advanced degree in law, medicine, anthropology or something similar.

Regardless of the individual requirements of human rights organizations, all candidates should possess excellent oral and written communication skills, the ability to speak more than one language, cross-cultural skills, flexibility, and a willingness to carry out a wide range of responsibilities with limited resources. Experience living and working abroad, especially in a developing country is highly recommended. Internships with human rights organizations is one way to gain valuable experience and they also provide professional contacts in the human rights community. In many cases, internships lead directly or indirectly to full-time jobs. It is also helpful, if not critical, to be familiar with primary human rights documents and declarations such as the United Nations Universal Declaration of Human Rights, covenant on Civil and Political Rights, Convention on the Elimination of Discrimination Against Women, Convention to Eliminate all Forms of Racial Discrimination, and the Covenant on Economic, Social and Cultural Rights.

In addition to skills, knowledge, and experience, dedication and commitment to social justice is mandatory. Because of the intensity of human rights work, having a desire to make a difference and the ability to work collaboratively with other agencies, groups, and cultures all working towards the same goal is crucial.

Sample Group of Employers

Amnesty International	http://web.amnesty.org
The Carter Center	http://www.cartercenter.org
Center for Economic and Social Rights	http://www.cesr.org/
Center for Justice and International Law	http://www.cejil.org/main.cfm?switch=i
Freedom House	http://www.freedomhouse.org/
Global Exchange	http://www.globalexchange.org/
Human Rights Watch	http://www.hrw.org
Institute for Global Communication	http://www.igc.org/
International Center for Transitional Justice	http://www.ictj.org/
International Rescue Committee	http://www.theirc.org/
Lawyers Committee for Human Rights	http://www.lchr.org/
National Network for Immigrant & Refugee Rights	http://www.nnirr.org/
Oxfam International	http://www.oxfam.org/eng/

Physicians for Human Rights	http://www.phrusa.org/
UN High Commissioner for Human Rights	http://www.unhchr.ch
United Nations Organizations	http://www.un.org
US Agency for International Development	http://www.usaid.gov
Witness for Peace	http://www.witnessforpeace.org/
Women, Law, and Development International	http://www.wld.org
Women's Human Rights	http://www.whrnet.org/

To Obtain More Information

Human Rights Resource Centers and Directories:

AAAS Directory of Human Rights Resources	http://shr.aaas.org/dhr.htm
Derechos Human Rights	http://www.derechos.org/
Human Rights Internet	http://www.hri.ca/welcome.cfm
Human Rights Organizations and Resources	http://www.hrweb.org/resource.html
Human Rights Resource Center	http://www1.umn.edu/humanrts/edumat/default.shtm
Human Rights Education Associates	http://www.hrea.org/erc/Library/index.php
National Center for Human Rights Education	http://www.nchre.org/
University of Minnesota Human Rights Library	http://www1.umn.edu/humanrts/

Human Rights Job Sites:

Action Without Borders (Idealist)	http://www.idealists.org
AlertNet	http://www.alertnet.org/thepeople/jobs/
Alliance for Conflict Transformation	http://www.conflicttransformation.org/forum-intro.asp
OneWorld.net	http://www.oneworld.net/article/frontpage/10/3
Relief Web	http://www.reliefweb.int/w/rwb.nsf

Publications:

- *Keyguide to Information Sources on the International Protection of Human Rights*, J.A. Andrews and W.D. Hines
- *Human Rights Organizations and Periodicals Directory*, Dave Christiano, ed
- *The Human Rights Quarterly*, Johns Hopkins University Press
- *The Harvard Human Rights Journal*, Harvard Law School
- *The Human Rights Monitor*, International Service for Human Rights
- *The United Nations Chronicle and the Human Rights Internet*, UN Department of Public Information

Future Challenges of the Profession

The magnitude of human rights challenges today far exceeds the capacity of global organizations and institutions to address them. Both the difficulty of enforcing human rights standards and the inadequate resources given to the United Nations to address peacekeeping in war-torn nations contribute to the problems of the human rights movement.

The challenges ahead are dealing with the intractable problems of poverty and lack of health care in both the developed and underdeveloped world. Increasingly, there is a link between international development initiatives and human rights, as aid is being tied to issues of democracy and governance. Problems of ethnic conflicts, causes and problems of refugee flows, human rights in nations' foreign policies, women's rights, and related issues will increasingly be areas of major concern in the human rights field.

There are challenges inherent to the nature of international human rights work that affect those working in the field. Living and/or traveling abroad can be both exciting and challenging. Employees may be separated from familiar surroundings and relationships for long periods of time and may be living in conditions far inferior to what they are used to in the United States. For positions requiring extensive travel, it can be hard to maintain family relationships or enjoy regular personal activities.

Description of the Field

The goal of international development is to alleviate poverty among the citizens of developing countries. Strategies for improvement include investment in the economic, political and social arenas. Economic development ranges from the creation of sound macro economic and fiscal policy to the fostering of small- medium enterprise to the introduction or expansion of microfinance. It also involves identifying and creating the necessary infrastructure, energy, transportation, sanitation for economic growth. Political development focuses on the creation and fostering of good governance, including transparent financial systems, an independent judiciary and the active participation of civil society. Social development focuses on the improvement of health, education and the social safety net. Each of the areas is interrelated and interdependent. International development is literally a global topic and professionally a highly multidisciplinary field

Career Paths and Entry Salaries

Entry level positions in the field are found in international NGOs and development consulting firms. Such positions will likely involve grant project administrative support (backstopping) in the US headquarters. Opportunities for international travel and experience are initially likely to be very limited. Master's degree candidates with at least two years of relevant experience will find employment opportunities in government agencies of their home country, multilateral donor organizations, or with the grant-implementing partners in the non-profit and private sectors. Regional or country-specific experience and language skills are essential. Foundations and policy institutes that conduct research and advocacy to influence development policy are also potential employers. The field is characterized by fluidity and high travel demands. The career paths of development professionals often involve employment across public, private and not-for-profit sectors. Many senior-level professionals travel as much as forty percent of the time.

Candidates with a master's degree will enter US government service at GS 9, through the PMI or Foreign Service. Agencies may offer a salary of GS 10 or 11 to direct hires with considerable previous experience. Median salaries at intergovernmental organizations fall in the low \$50s, at NGOs in the mid-\$40s (depending upon the size of the NGO) and at development consulting firms in the low \$60s, depending upon experience.

Demand

As more than one billion people live on less than \$1 a day, the imperative to address global poverty is ever present. Opportunities for careers in development are extensive in all sectors. However, competition for positions in the leading IGOs is fierce, as these organizations seek and recruit qualified candidates world-wide.

Selection may require choosing one among several hundred qualified applicants and commonly takes 6-9 months to complete. Overwhelmingly new graduates seek and find positions in national government, or with private and non-profit employers. The field of microfinance is expanding in NGOs and multi-laterals; new monies are available within NGOs and international organizations to fight HIV/AIDS. There is also opportunity for individuals with backgrounds in agricultural development and research to develop a wide range of employment prospects.

Qualifications Necessary to Enter the Field

A graduate degree is essential to pursue a career in international development. A masters program with a strong applied curriculum is valuable. Sound training in economics and public administration, including policy monitoring and evaluation may be broadly applied. Also given the interdisciplinary nature of the field, joint degrees or consecutive training in related disciplines, ex. law and economics, health and economics are strong credentials. An MBA may be applied in development of the private sector, banking and finance.

In addition to graduate training, employers seek fluency in at least one foreign language. As mentioned above, experience in one or more developing countries is important. Graduate students are advised to expand their international experience during the summer between the first and second year of their program through an internship. UN agencies, multi-lateral development banks, government agencies and NGOs all offer such opportunities.

Sample Group of Employers

Intergovernmental organizations (IGOs):

African Development Bank <http://www.afdb.org>

Asian Development Bank <http://www.adb.org>

Inter-American Development Bank <http://www.idb.org>

International Monetary Fund <http://www.imf.org>

The World Bank <http://worldbank.org>

United Nations <http://www.un.org>

United Nations Development Programme <http://www.undp.org>

UNICEF <http://www.unicef.org>

World Food Programme <http://www.wfp.org>

United States Government:

Federal Reserve –New York <http://www.ny.frb.org>

Department of Energy <http://www.doe.gov>

Department of State <http://www.state.gov>

United States Agency for International Development (USAID) <http://www.usaid.gov>

US Treasury, International Division <http://www.ustreas.gov/offices/international-affairs/index.html>

Development Consulting firms:

Abt Associates Inc <http://www.abt.com>
Chemonics <http://www.chemonics.com>
DevelopmentAlternatives Inc. <http://www.dai.com>
Environmental Resources Management www.erm.com
John Snow International Inc. <http://www.jsi.com>
Nathan Associates <http://www.nathanassoc.com>
Research Triangle Institute (RTI) <http://www.rti.com>
The Pragma Corporation www.pragma.com

Non Governmental organizations (NGOs):

Accion International <http://accion.org>
Ashoka <http://ashoka.org>
Asia Foundation <http://www.asiafoundation.org>
CARE USA <http://careusa.org>
Catholic Relief Services <http://www.crs.org>
International Foundation for Election Systems <http://www.ifes.org>
Management Sciences for Health <http://www.msh.org>
National Democratic Institute <http://ndi.org>
Oxfam USA <http://www.oxfamusa.org>
Pact <http://www.pact.org>
Partners of the Americas <http://www.partners.net/>
Population Services International <http://www.psi.org>
Save the Children <http://www.savethechildren.org/>
Winrock International <http://www.winrock.org/>
World Learning <http://worldlearning.org>
World Wildlife Fund <http://www.wwf.org>

Foundations, Policy Institutes:

Bank Information Center www.bicusa.org/
Brookings <http://www.brookings.org/>
Carnegie Endowment for International Peace www.ceip.org
Center for Strategic and International Studies <http://www.csis.org>
Earthwatch <http://earthwatch.org>
Environmental Defense <http://www.edf.org>
Ford Foundation www.fordfound.org
Heritage Foundation <http://www.heritage.org/>
Rockefeller Foundation <http://www.rockefeller.org>
Worldwatch Institute <http://worldwatch.org>

Future Challenges to the Profession

The flow of funds to development is governed principally by the policy priorities of governments in industrialized societies and the willingness to fund these priorities. For instance, the current US administration has announced the Millennium Challenge Account (MCA), through which it has pledged to increase development assistance by \$5 billion a year between 2002 and 2006. Any actual increased US development spending will be within the parameters of the Millennium Challenge Account, which has strong emphasis on governance and accountability. Implementation of the MCA is likely to put a premium on expertise in technical assistance in these areas. Among

NGOs in industrialized countries there continues to be a significant shift in emphasis from direct delivery of services in the field to capacity building and sustainability through collaboration with local implementing partners in developing countries.

To Obtain More Information

Associations:

Association of Women in Development <http://www.awid.org>

Interaction, the American Council for Voluntary International Action
<http://www.interaction.org>

Society for International Development <http://sid.org>

Women's Environmental and Development Organization <http://www.wedo.org>

Publications:

Careers in International Affairs, 7th edition, by Maria Pinto Carland, Lisa A. Gihring, Editors. Published by Georgetown University Press (2003)

Global Work, Interaction's Guide to Volunteer, Internship and Fellowship Opportunities, edited by Shanta M. Bryant and Tienne McKenzie. Published by Interaction (2000)

Interaction Member Profiles 2002-03, 8th edition, edited by Shanta M. Bryant and Marie Campos, Published by Interaction (2002)

International Jobs, Where They Are and How To Get Them, by Eric Kocher, Nina Segal
Published by Perseus (1999)

Monday Developments, Interaction's biweekly newsletter on international humanitarian developments, issues and trends

State of the World 2002, A Worldwatch Institute report on Progress Toward a Sustainable Society, edited by Lester Brown, Christopher Flavin, Hilary French.
Published by WW Norton & Co (2002)

World Development Report 2003, Sustainable Development in a Dynamic World, a compilation of the World Bank and OUP (2003)

Description of the Field

International education encompasses a wide range of careers including teaching, curriculum development, technical assistance, exchange, capacity building, training and the promotion of international understanding. International education professionals work in colleges, universities, governmental agencies, non-governmental/nonprofit organizations, foundations, and private firms.

Typical Entry-level Positions & Salaries

Entry level positions for those graduating with a masters degree typically involve administrative and programming responsibilities. Job titles might include: program coordinator, educational assistant, foreign student advisor, study abroad advisor, international admissions officer, or international program exchange officer.

Depending upon education and experience, entry-level salaries range from the high-\$20's to mid-\$30's. There is usually a lot of opportunity for advancement within the larger nonprofit organizations in the field. It is relatively easy to move laterally within the same organization or transfer skills between organizations in the international education community. Salaries tend to be higher in governmental agencies and private firms.

Career Paths

Career paths in the field of international education are varied. To advance, one might work in a progression of positions within a particular organization or switch to similar work in another organization. They might also broaden their experience by working in several functional areas within international education. People benefit from developing a diversity of experience, permitting not only flexibility in job possibilities, but also qualifying themselves for management positions involving a variety of functional areas.

For example, one might work within an international exchange organization assisting with the coordination of high school exchanges, then work at a college study abroad office and/or international student office, positioning themselves to perhaps oversee an International Center or Education Abroad Program.

Demand

International exchange in education and capacity building programs in development and human rights have experienced dramatic increases in recent years. There are numerous organizations dealing with various aspects of international exchange, and almost every college now has offices that assist international students and offer study-abroad programs. In addition, efforts to increase educational and training programs in the areas of health, human rights and other development fields (including democracy building) have been enhanced. Consequently, the demand for international education professionals has increased as well. On the other hand, due to the popularity of international careers as a whole, and the appeal of working in international education (intercultural environment,

diverse and interesting responsibilities, sometimes overseas travel), the competition remains intense. Those with international education experience as a student or adult or international work experience, in addition to foreign language skills, are usually most in demand.

Qualifications Necessary to Enter the Field

Required qualifications vary depending on the particular position, but most may be expected to include some or all of the following:

- masters degree preferred in most cases, sometimes required
- international study and/or work experience preferred(not just travel)
- experience with ethnically and culturally diverse populations
- proficiency in a foreign language is helpful (often required)
- knowledge of foreign educational systems, or US immigration rules and regulations
- work experience in some aspect of international education/exchange often preferred
- program or project management experience
- strong oral/written communication skills, interpersonal skills

Sample Groups of Employers

Universities and colleges/ International exchange organizations/Nonprofits:

Academy for Educational Development
American Field Service
American Institute for Foreign Study (AIFS)
Council for International Exchange of Scholars
Council on International Educational Exchange (CIEE)
Institute of International Education (IIE)
International Research and Exchanges Board (IREX)
Rotary International
World Learning

Associations/Foundations/Government Agencies/Private Business:

American Council on International Intercultural Education
American Studies Association
Business Council for International Understanding
Creative Associates
Ford Foundation
International Foundation for Education and Self Help
The Asia Society
US Department of Education
US Department of State
US Information Agency
US Agency for International Development

Future Challenges to the Profession

Particularly among universities and colleges, while voice is given to the importance of international education, the dollars to expand and enhance programs are often not forthcoming. The case for ranking international education/exchange high on the list of institutional and national priorities must be made through continuous advocacy for internationalization.

Challenges constantly arise from developments in regions throughout the world. The current concern regarding acts of terrorism directed towards Americans might impact both student interest and parents willingness to send their children abroad. Instability in a country or region might disrupt programs or cause participants to be recalled. International student visa regulations and processes could also create challenges for international exchange programs.

To Obtain More Information

Professional Associations:

NAFSA: Association of International Educators (202) 737-3699; e-mail:

inbox@nafsa.org; www.nafsa.org

SIETAR: International Society for Intercultural Education Training and Research (202)

466-7883; e-mail: SIETAR@compuserve.com; <http://aspin.asu.edu/~sietar>

Directories:

International Exchange Locator: A Resource Directory for Educational and Cultural Exchange

Job Resource Materials:

NAFSA Job Registry; International Educator magazine; Chronicle of Higher Education, International Employment Weekly, Monday Developments

Description of Field

In Washington, DC and throughout the country, there are a large number of think tanks and research organizations with a focus on foreign policy and international issues. These organizations are often supported by contracts from the government, foundations, private businesses and endowments. Think tanks, in the most traditional sense, are seen as non-partisan organizations, which employ interdisciplinary approaches to finding long-term solutions to policy-related issues.

There are many variations in the perspectives and focus of research organizations: some may be viewed more as advocacy groups which promote a particular agenda; others may resemble private sector consulting organizations or academic institutions. In addition to their research efforts, many research institutes produce major publications or organize professional conferences, lectures and policy forums. Think tank scholars testify before Congressional committees, submit articles to major newspapers and may serve on government task forces.

Career Paths and Entry Salaries

The type of positions available varies considerably between organizations and is very much dependent upon one's level of education. In addition to research-related positions, which usually require an MA or PhD and specialized expertise, many organizations utilize interns and individuals with BA and MA degrees for a range of administrative positions. Entry-level positions for individuals with MA degrees include:

- Program Manager/Assistant – Coordinates and handles logistics for major program events, meetings, conferences, and international visits, and manages a range of program support functions, including communications and publication work. Starting salaries can range from high 20s to mid 30s, depending on the organization and level of responsibility.
- Research Assistant – Provides research support to Fellows and Senior Associates, drafts documents, manages database records, handles correspondence and provides general administrative support. Salaries average in the high 20s to mid 30s, depending on the size and funding base of the institute.
- Research Associate -- Develops and implements research plans, prepares funding proposals, analyzes data and synthesizes findings, publishes and presents findings to various audiences. Starting salaries can range from mid 30s to 40s, again depending on experience and the organization.

Advancement into senior positions usually requires education at the Ph.D. level and/or extensive specialized expertise, so it is common to see those in junior level positions leaving after 2-3 years to pursue higher education and professional opportunities in academia, government, private corporations and consulting firms.

Demand

In the 21st century, many foreign policy research organizations are reexamining their focus, in response to changing world affairs, public interests, funding and budgetary constraints. Entry-level positions remain highly competitive and success in securing a post requires planning and persistence. Most think tanks and research institutes do have formal internship programs and many look first to current and former interns to fill new positions. Not only are interns in a position to hear about openings before they are advertised externally, but they also frequently have had prior occasion to demonstrate their specialized knowledge, skills and dedication.

Qualifications Necessary to Enter the Field

Higher education, at a Masters and Ph.D. level, and experience in the field is generally required for substantive research positions. Strong communication skills, both written and oral, are essential. One must be able to write concise briefing reports as well as longer, academic works. Presentation skills are also important, as is comfort in addressing an audience of experts. Competitive candidates will also be able to demonstrate proficiency in foreign languages and will have a solid command of word processing and spreadsheet applications and the Internet. Many positions require good quantitative skills and knowledge of statistical packages.

Sample Group of Employers

Brookings Institution, Washington, DC -- www.brookings.edu
Carnegie Endowment for International Peace, Washington, DC -- www.ceip.org
Council on Foreign Relations, New York, NY -- www.cfr.org
Center for Strategic and International Studies, Washington, DC -- www.csis.org
East-West Center, Honolulu, HI – www.eastwestcenter.org
Hoover Institute, Stanford University – www.hoover.stanford.edu
National Bureau of Asian Research, Seattle, WA – www.nbr.org
RAND, Santa Monica, CA – www.rand.org
Worldwatch Institute, Washington, DC – www.worldwatch.org

Future Challenges to the Profession

Some professionals in the field predict that the information explosion caused by the Internet will increase the demand for expert analysis, interpretation and synthesis of information. Others, however, express concern that limited funding sources may hinder think tanks in the fulfillment of their mission of providing objective policy-relevant knowledge. Responding to the changing world political/economic situation and the interests of the public, some think tanks have already broadened their range of expertise and diversified their focus.

To Obtain More Information

Publications:

Careers in International Affairs – Georgetown University Press
Research Centers Directory – Gale Publishing

Websites:

<http://www.ceip.org/files/news/library/libtanks.htm> -- Carnegie Endowment listing of selected think tanks and links to websites

<http://www.nira.go.jp/ice/nwdtt/index.html> – National Institute for Research Advancement's index of research organizations by country

http://www.yahoo.com/Social_Science/Political-Science/Public_policy/Institutes/ -- index of public policy research institutes

<http://www.cato.org/links/links.html> – Links to Research and Educational Institutes



CAREER OPPORTUNITIES IN ENVIRONMENTAL POLICY/ PROGRAM MANAGEMENT

Description of Field

Over the past 100 years, environmental policy careers have tracked the environmental movement generally. Early efforts were targeted at conservation and preservation, which then grew into the pollution regulation and mitigation focus of the 1970's through mid-1990's. Today's environmental managers and policy makers are focused on pollution prevention and integration of environmental considerations into economic and social decision-making.

Population and economic growth pressures are creating complex environmental problems that directly impact all aspects of human society. Sustainable development, once the cutting edge of environmental issues, is now expanding to incorporate education, governance and democracy, poverty reduction, public health, security, and economic strategy along with traditional environmental fields of agriculture, natural resource management, pollution abatement and conservation. For example, waste management cannot be addressed simply with landfill policies, but must incorporate smart growth, recycling, emission capture, and creation of markets to turn waste into a useful commodity.

Challenges for today's international environmental policy analysts include: controlling global climate change, considering environmental regulations in treaties and trade agreements, creating environmentally and economically sustainable development, and helping the private sector find ways to incorporate environmental concerns into business planning. In much of the world, basic environmental management such as water resources, wetlands protection and restoration, and environmental health are also very important developments as economic progress puts stress on existing systems.

Career-related activities within this field include policy and scientific research, environmental education and advocacy, regulatory and legislative design, technical assistance to government agencies for planning and management, regulatory compliance and enforcement, and entrepreneurial development in environmental products and services.

Career Paths and Entry Salaries

Entry level positions in international environmental policy can be found in government, private industry, international organizations, and research, nonprofit and non-governmental organizations.

U.S. federal government is the largest single employer in the environmental career world. While the Environmental Protection Agency is the agency traditionally associated with environmental policy development in the U.S., including international environmental policy, many federal agencies pursue international environmental activities, including agencies like the U.S. Forest Service, U.S. Fish and Wildlife Service and Food and Drug Administration. One program that provides entry into the federal government is the Presidential Management Fellowship program, which has a starting salary in the low forties.

The private sector has both traditional businesses and consulting firms. Traditional businesses seek qualified managers to work in environmental compliance programs, to incorporate environmental

concerns into business strategies, to improve performance by waste reduction and energy efficiency, and to develop sustainable strategies. Environmental consulting firms provide technical assistance to both domestic and foreign government agencies as they work on environmental problems and solutions. They need both administrative managers who write and manage the contract proposals and technical experts who provide the research for various tasks in an awarded contract. Starting as a contract employee with a consulting firm might provide an entry point into environmental consulting. While starting salaries are not unusually high, income is often supplemented with supplements for staff that travel overseas regularly.

Nonprofit and non-governmental organizations, while numerous, do not offer significant employment opportunities and those are all highly competitive. According to a survey by the Environmental Careers Organization, the 30 best-known environmental nonprofit organizations employ less than 5,000 total, and approximately half of those employees are with The Nature Conservancy, the largest environmental nonprofit group. While salaries are sometimes lower in nonprofits than in government or private organizations, nonprofit boards are showing more willingness to reward hard work with increased compensation in order to maintain organizational stability.

Demand

While the need for understanding of global environmental issues is great, jobs in the field are very competitive as many students are interested in international environmental careers. Prior experience in an overseas setting, such as Peace Corps, or prior experience in a domestic setting that is transferable to an international issue, like rural water distribution, is critical to a successful career search. Internships and volunteer experiences are also good ways to gain needed experience.

Language skills, particularly for technical positions, are also important. Many international organizations like the World Bank require a second language skill.

Positions in federal government are being privatized to increase flexibility, so networking to determine the appropriate contractors for specific policy areas is important. International organizations also hire contractors through personal and professional connections. Even nonprofit and non-governmental organizations are flooded with applications for program positions.

Qualifications Necessary to Enter the Field

In most cases, a graduate degree is essential to success in the international environmental field. Programs in public policy, environmental management, international relations, public health or law can provide some of the necessary skills. Some institutions offer joint degrees, allowing students to get skills in both policy analysis and environmental science. Expertise in regional politics and economics are helpful in understanding economic, political, and social consequences of environmental policy decisions. An environmental science background is also valuable in positions where specialized knowledge is important.

In addition to educational credentials, a demonstrated commitment to environmental issues is critical to success in this field, shown through both volunteer and paid experiences. These experiences will also provide essential networking opportunities. However, passion and commitment will not be sufficient for a career in environmental advocacy. Nonprofit organizations look for staff with management, analytical, communications and fundraising skills. Coursework in nonprofit management or social entrepreneurship is important for a career in nonprofit and nongovernmental organizations.

Multidisciplinary education and experience is also important for international environmental positions, which have now expanded beyond strict environmental issues to include economics, politics, negotiation, and management. The ability to bring other disciplines to bear on the solutions to environmental problems is an important skill, as most jobs will require more than one type of skill. In addition, the ability to translate the science into policy will be highly regarded.

As in all international careers, foreign language skills and overseas field experience are desirable to potential employers and highly recommended. GIS and information technology skills are also valuable.

Sample Group of Employers

Private Sector:

Chemonics International, Inc.
<http://www.chemonics.com/>

Environmental Resources Management
<http://www.erm.com/>

Development Alternatives, Inc.
<http://www.dai.com/>

ICF Consulting Group, Inc.
<http://www.icfconsulting.com/>

Research, Nonprofit and Non-Governmental Organizations:

Audubon International
<http://www.audubonintl.org/>

Natural Resources Defense Council
<http://www.nrdc.org/>

Conservation International
<http://www.conservation.org/>

The Nature Conservancy
<http://nature.org/>

Friends of the Earth
<http://www.foe.org/>

Research Triangle Institute
<http://www.rti.org/>

International Institute of Environment and Development
<http://www.iied.org/>

World Conservation Union
<http://www.iucn.org/>

International Institute for Sustainable Development
<http://www.iisd.org/>

World Resources Institute
<http://www.wri.org/>

Worldwide Fund for Nature
<http://www.panda.org/>

World Wildlife Fund
<http://www.wwf.org/>

International Organizations:

European Union
<http://europa.eu.int/>

Organisation for Economic Co-operation and Development
<http://www.oecd.org/>

North American Commission for Environmental Cooperation
<http://www.cec.org/>

United Nations Development Programme

<http://www.undp.org/>

United Nations Environment Programme

<http://www.unep.org/>

United Nations Industrial Development
Organization

<http://www.unido.org/>

World Bank Group

<http://www.worldbank.org/>

World Trade Organization

<http://www.wto.org/>

U.S. Federal Government:

Agency for International Development

<http://www.usaid.gov/environment/>

Department of Agriculture

Foreign Agricultural Service

<http://www.fas.usda.gov/>

Forest Service

<http://www.fs.usda.gov/global/>

Department of Defense

Defense Environmental Network and
Information Exchange

<http://www.denix.osd.mil/>

Department of Energy

<http://www.doe.gov/>

Department of Health and Human Services

Food and Drug Administration

<http://www.fda.gov/oia/homepage.htm>

Department of the Interior

<http://www.doi.gov/intl/>

Fish and Wildlife Service

<http://www.international.fws.gov/>

Department of State

Bureau of Oceans and International Environmental
and Scientific Affairs

<http://www.state.gov/g/oes/>

Environmental Protection Agency

Office of International Affairs

<http://www.epa.gov/international/>

House Committee on Energy and Commerce

<http://energycommerce.house.gov/>

House Committee on Resources

<http://resourcescommittee.house.gov/>

Senate Committee on Agriculture, Nutrition and Forestry

<http://agriculture.senate.gov/>

Senate Committee on Energy and Natural Resources

<http://energy.senate.gov/>

Senate Committee on Environment and Public Works

<http://epw.senate.gov/>

Future Challenges to the Profession

Through the hard work of many dedicated individuals, environmental issues have become more integrated into thinking about all development issues. Taking that awareness and translating it into global action is the next challenge, particularly in countries where local officials are not accustomed to taking the lead on solving environmental problems. Many environmental problems will require multilateral solutions, and creating and enforcing those agreements will be a key to the success of future efforts.

To Obtain More Information:

Web Sites:

DevNetJobs.org

<http://www.devnetjobs.org>

Environmental Career Opportunities

<http://www.ecojobs.com> (online and print subscription-based newsletter)

EnvironmentalCareer.com

<http://www.environmentalcareer.com> (online subscription service)

Publisher of National Environmental Employment Report (print newsletter)

Environmental Careers Organization

<http://www.eco.org>

Environmental Organization Web Directory

<http://www.webdirectory.com>

Green Dream Jobs

<http://www.sustainablebusiness.com>

Idealist

<http://www.idealists.org>

OneWorld

<http://www.oneworld.net>

The Regional Environmental Center for Central and Eastern Europe

<http://www.rec.org>

Publications:

- Careers in the Environment (VGM Professional Careers Series), by Michael Fasulo and Paul Walker, Published by McGraw-Hill/Contemporary Books; 2nd Edition (April 2000).
- Conservation Directory 2003: The Guide to Worldwide Environmental Organizations, by National Wildlife Federation, Published by Island Press (January 2003).

- Environmental Career Guide, by Nicholas Basta, Published by John Wiley & Sons (October 1991).
- Green at Work: Finding a Business Career that Works for the Environment, by Susan Cohn, Published by Island Press, 2nd Edition (October 1995).
- Peterson's Job Opportunities in the Environment 1995, Published by Peterson's Guides (August 1995).
- The Complete Guide to Environmental Careers in the 21st Century, by Kevin Doyle and Environmental Careers Organization, editors, Published by Island Press, 3rd Edition (November 1998).
- World Directory of Environmental Organizations, by Ted Trzyna, Published by California Institute of Public, 6th Edition (February 2001).

HO2 – Sample Questions

Sample questions:

Students can also look at Workshop 11 Questions for Employers Handout

- Why did you choose this sector?
- What was your first job and how did you get it?
- What do you like about your job? What do you dislike?
- How much can I expect to earn at the entry-level?
- What's the best way to find a job in this industry?
- What skills are critical to your position?
- What types of skills/knowledge do you need for this position that you don't learn in school?
- Which schools offer programs in this field? Do employers prefer any particular school/program?
- How do you recommend getting started/gaining experience in this industry?

H03 – Presenters' Information

Presenters: Use this guide to prepare your presentation. Please be prepared to speak about:

- How you got started in your industry
- Your educational background
- Your typical duties/tasks or job description
- Essential skills required for your position and educational requirements now and in the future
- Current trends in your industry
- What is your lifestyle in the position? Demands for hours and work balance issues.
- How does your position benefit your community?
- What are some of the other factors that give you satisfaction in your career choice?
- Tips, advice, personal anecdotes that are relevant to working in your industry

Please review the following questions, which may be asked during the question and answer period:

- Why did you choose this sector?
- What was your first job and how did you get it?
- What do you like about your job? What do you dislike?
- How much can I expect to earn at the entry-level and at the top end?
- What's the best way to find a job in this industry?
- What skills are critical to your position (hard skills and soft skills)?
- What types of skills/knowledge do you need for this position that you don't learn in school?
- Which schools offer programs in this field? Do employers prefer any particular school/program? How much does education cost?
- Where can I find employment in this field, globally?
- What are the future trends for this career?
- How do you recommend getting started/gaining experience in this industry?
- Does this career transfer globally? What countries?