

INTERNATIONAL AFFAIRS

POTENTIAL TOPICS

Area/Regional Studies	Humanitarian Aid
Communications and Media	International Banking
Economics	International Development
Education	Journalism
Emergency Management	Law
Environment/Sustainability	Peace Studies
Foreign Affairs	Public Policy
Global Health/Health Sciences	Security/Defense
Human Rights/Advocacy	

SAMPLE OCCUPATIONS

Analyst	Journalist/Editor
Area/Region Expert	Policy Developer
Consultant	Program Coordinator
Crisis Responder	Project Manager
Foreign Service Officer	Proposal/Grant Writer
Gov't Contractor	Records Archivist
Customs Inspector	Regional Monitor
Intelligence Analyst	Researcher
Investment Banker	Trade Specialist

ONLINE RESOURCES

Public Sector

Foreign Service

- [USAID](#)
- [Department of State](#)
- [Department of Agriculture](#)
- [Department of Commerce](#)

Government Agencies

- [Department of Defense](#)
- [Department of Energy](#)
- [Department of Labor](#)

Intelligence Community

- [NSA, CIA, FBI](#)
- [Department of Homeland Security](#)
- Military Intelligence
- [National Reconnaissance Office](#)

IGOs

- [NATO](#)
- [United Nations](#)
- [International Atomic Energy](#)
- [Pan American Health Organization](#)
- [Organization of American States](#)
- [World Health Organization](#)

Capitol Hill

- [House of Representatives](#)
- [Senate](#)
- Lobby Groups

Private Sector

Government Contractor

- [Abt Associates](#)
- [Chemonics](#)
- [John Snow, Inc.](#)
- [Tetra Tech](#)
- [DAI](#)
- [Louis Berger Group](#)

Consulting Firm

- [ABSC](#)
- [Accenture Federal Services](#)
- [Bain & Company](#)
- [Booz Allen Hamilton](#)
- [JTG, Inc.](#)
- [McKinsey & Company](#)
- [SAIC](#)

Banking

- [Bank of America](#)
- [Barclays](#)
- [HSBC](#)
- [UBS Financial Services](#)

Political Risk Analysis

- [Aon](#)
- [Cohen Group](#)
- [Deloitte](#)
- [Kroll](#)

Non-Profit /NGO

Think Tanks

- [Aspen Institute](#)
- [Brookings Institute](#)
- [Bipartisan Policy Center](#)
- [CSIS](#)
- [Freedom House](#)
- [Middle East Institute](#)
- [Wilson Center](#)

Disaster Relief/Humanitarian Aid

- [Catholic Relief Services](#)
- [CARE](#)
- [Doctors without Borders](#)
- [Food for the Hungry](#)
- [International Red Cross](#)
- [Oxfam](#)
- [World Relief](#)

Development

- [Save the Children](#)
- [Mercy Corps](#)
- [The Global Fund](#)
- [The World Bank](#)
- [World Learning](#)

Foundations

- [Ford Foundation](#)
- [UN Foundation](#)

STUDENT ORGANIZATIONS

International Affairs Society	Delta Phi Epsilon Sorority
AIESEC	Org of International Development
Amnesty International	Women in International Security
Circle K	Sigma Iota Rho
Delta Phi Epsilon Fraternity	Strategic Crisis Simulation

PROFESSIONAL ORGANIZATIONS

[Foreign Policy Association](#)
[Society for International Development](#)
[Women in International Security](#)
[Young Professionals in Foreign Policy](#)
[United Nations Association-National Capital Area](#)



Melissa Jones

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EDUCATION

The George Washington University, Elliott School of International Affairs, Washington, DC, May 2014
Bachelor of Arts in International Affairs, Concentration in Asia
GPA: 3.7

Relevant Coursework: East Asia: Past and Present; China and Africa; The UN and Security Crises

The George Washington University Study Abroad Paris Program, Paris, France, January 2013-May 2013

EXPERIENCE

Institute for Science and International Security, Washington, DC, January 2014—Present

Research Intern

- Translated South Korea's and North Korea's media and academic articles related to North Korea's nuclear program from Korean into English
- Updated nuclear-related articles on a daily basis from international news sources
- Attended congressional hearings and events related to the nuclear proliferation field at think tanks located throughout the DC area; follow up with a brief written summary of events
- Researched multilateral and unilateral sanctions against North Korea and identify differences between sanctions against North Korea and Iran
- Wrote report on how effective the sanctions have been and what further actions could be taken

Clean Water for Everyone Initiative (CWFE), New York, NY, September 2012—December 2012

Intern, Monitoring and Evaluation

- Developed online questionnaire with questions in English and French regarding key economic indicators including consumption and total household expenditure
- Analyzed questionnaire results and summarized findings with SAS statistical software
- Presented findings during CWFE staff meetings

Valpak Advertising, Brooklyn, NY, May—August 2011 & 2012

Online Sales Intern

- Contributed to doubling online advertising by engaging clients and selling ad space on Valpak's website
- Pitched benefits of online advertising directly to clients through cold calls and weekly newsletters
- Produced digital marketing communications for 100+ client audience to pitch firm's latest capabilities

Freshman Day of Service, Washington, DC, September 2010

Service Leader

- Led groups of 15 participants in a day of service at the National Arboretum
- Facilitated service learning discussion and reflection activities with participants

ACTIVITIES

Secretary, French Club, August 2013—Present

Tutor, The George Washington University Foreign Language Department, October 2011– March 2012

Member, AIESEC, September 2010—Present

SKILLS

Computer: Microsoft Word, Excel, PowerPoint, SAS Statistical Software

Language: Korean, Professional Working Proficiency; French, Elementary Proficiency

SAMPLE RESUME



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