

Career Development Services

The Trachtenberg School's Career Development Center provides MPA, MPP, MA ENRP, PhD and certificate students and alumni personalized career advising, professional development and networking opportunities. Meeting the needs of early career to seasoned professionals, in all sectors and fields, in and outside of the DC area, we are committed to ensuring professional success for our students and alumni.

Professional Development Programs (see reverse side for highlights)	<ul style="list-style-type: none"> ▪ Alumni Panels & Chats ▪ Employer Briefings ▪ Professional Development Workshops ▪ Networking Events ▪ Job and Internship Search Groups
Career Advising Services	<ul style="list-style-type: none"> ▪ Career exploration and professional advancement ▪ Resume, CV, cover letter and LinkedIn review ▪ Network strategy ▪ Job and internship search ▪ Interview preparation ▪ Compensation negotiation
Career Development Guides	<ul style="list-style-type: none"> ▪ Federal Resumes for Success ▪ Resumes that Get Noticed ▪ Excelling within the Academic Job Search ▪ Compelling Cover Letters ▪ Interviewing for Impact ▪ Negotiating Your Compensation Package ▪ Leveraging LinkedIn ▪ Networking Meetings: More Than Just Informational Interviews ▪ References and Recommendation Letters ▪ Writing your CV
TS Handshake	<ul style="list-style-type: none"> ▪ Online career management tool for job, internship and fellowship announcements; applications; recruiting programs; job board subscriptions/websites; and event registration
Career Field Employment Resources & Job Boards	<ul style="list-style-type: none"> ▪ Career Employment Resources for 20+ Fields (potential employers and professional resources) ▪ Fellowships for Federal, State, Local and County Government; Policy/Nonprofit; International; Health; and Research/University ▪ Recruiting Programs for Diverse Populations ▪ Job Board Resources for all sectors and industries ▪ DC Events & Professional Networking Groups
Masters Professional Development Fund	<ul style="list-style-type: none"> ▪ Financial support (up to \$500) for students to cover conference costs ▪ Three application funding cycles per year (Fall, Spring, Summer)
Career Services Communications	<ul style="list-style-type: none"> ▪ Career Services Weekly Update (TSPPPA and GW events and professional development opportunities) ▪ Listserv for Hot Jobs, Hot Internships, and Ph.D. Jobs

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Recent Program Highlights

Employer Briefings	<ul style="list-style-type: none"> ▪ ACLU ▪ Amtrak OIG ▪ Avalere Health ▪ Careers in Nonprofits ▪ Congressional Budget Office ▪ Center for New American Security ▪ Deloitte ▪ Education Trust ▪ Environmental Defense Fund ▪ Federal Reserve Bank ▪ Government Accountability Office ▪ Guidehouse Consulting ▪ Learning Policy Institute ▪ Maryland Department of Budget ▪ National Association of County and City Health Officials ▪ Office of Management and Budget ▪ Pew Charitable Trusts ▪ SRI ▪ The World Bank ▪ Third Way ▪ Trust for America’s Health
Professional Panels and Networking Programs	<ul style="list-style-type: none"> ▪ What does it REALLY mean to be a Policy Analyst? ▪ What does it REALLY mean to be a Program/Management Analyst? ▪ Philanthropy and Foundation Careers ▪ Presidential Management Fellowship Preparation and Panel ▪ Corporate Social Responsibility & Impact Investing ▪ Opportunities in Consulting ▪ C-Suite Nonprofit Careers ▪ Diversity, Equity and Inclusion within Public Service ▪ Building an Advocacy Career ▪ Think Tanks/Research Centers Alumni Panel ▪ Senior Level Federal Sector Careers Level ▪ Multisector Innovation Careers ▪ Careers on the Hill ▪ Insights from Recruiters ▪ Local Government Alumni Networking Event
Career Advancement Workshops	<ul style="list-style-type: none"> ▪ Resumes that Get Noticed ▪ Interviewing with Ease & Expertise ▪ Leveraging LinkedIn ▪ Virtual Professional Networking ▪ Landing a Federal Government Job ▪ Job Searching in a Virtual Environment ▪ Career Services for International Students ▪ Hiring Bias and Inequities ▪ Career strategy during COVID ▪ Career Tools for Early Career Professionals ▪ Demystifying the Federal Resume ▪ Presidential Management Fellows ▪ Landing a position with Congress ▪ Advance Your Career Using LinkedIn for Mid-Career Professionals ▪ Writing Effective Cover Letters
Alumni Speakers and Panelists	<ul style="list-style-type: none"> ▪ Senior Policy Advisor, China & Global Policy Lead, The Nature Conservancy ▪ Director of Impact Investing, Tahoe Truckee Community Foundation ▪ Chief Development Officer, Greenpeace USA ▪ Managing Director, Public, Nonprofit & Affordable Housing Finance, Western Alliance Bank ▪ Senior Policy Advisor, NASA ▪ Senior Policy Researcher, RAND ▪ Racial Justice Initiative Director, William and Flora Hewlett Foundation ▪ Program Officer, Gates Foundation ▪ Strategic Account Manager, Cargill ▪ City Manager, Gross Pointe ▪ Social Protection Consultant, The World Bank