



Embassy  
of the Federal Republic of Germany  
Washington

## **Job Opening**

The German Embassy in Washington is seeking to fill a full-time position (40 hours/week) for a locally hired Political Affairs Specialist to be part of the Political Department team, **tentatively starting on February 1, 2020.**

### **Duties and Responsibilities**

- Collaborate in observing and analyzing domestic political developments in the U.S., in particular
  - the political role of religious communities, civil society groups, lobby organizations, nongovernmental organizations
  - domestic political developments in the U.S. states
  - societal and social developments in the U.S.
- Prepare situational reports on U.S. cyber policy as well as on issues related to homeland security (incl. counterterrorism)
- Develop and maintain contacts with government officials, Congress, think tanks, and other organizations relevant to the aforementioned topics

### **Qualifications and Requirements**

- Thorough knowledge of the U.S. political system
- Ease in drafting relatively long texts in the German language
- Good IT skills (standard applications)
- Ability to work in an international environment
- Experience in government relations/international policy/security policy is beneficial
- Native-level fluency in the German and English languages
- Spanish language proficiency is beneficial

Contract conditions and compensation are based on the standard employment agreement for nondiplomatic staff at the German foreign missions in the U.S. and on the corresponding pay scale. Pay is based on a 40-hour week; overtime is additionally paid. The Embassy offers a comprehensive benefits

package, including a retirement savings plan (401k plan), health insurance, and an employer contribution to disability insurance. Applicants who are not U.S. citizens must have a valid work permit. Sponsorship by the Embassy is not possible.

**Please send your complete, written application** along with the customary documents (letter of application, resumé, proof of school-leaving certificate, references/letters of recommendation, copy of passport and, if applicable, Green Card, or visa, together with your work permit) by email by **January 5, 2020** to:

German Embassy  
Attn.: Mr. Christian Jetzlsperger  
4645 Reservoir Rd. NW  
Washington, DC 20007  
E-Mail: [pol-1@wash.diplo.de](mailto:pol-1@wash.diplo.de)

The Embassy will consider complete and timely applications only. Unfortunately, it is not possible to reimburse travel expenses incurred in connection with an interview.