**INTA 2001A, Careers in International Affairs**

Spring 2019 - Wednesdays, 1:55-2:45pm - Instructional Center, **215**

**Instructors:**

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Madison Malarkey, 155 Habersham (TA office) Office Hours:

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1. Introduction

Students who want to find meaningful jobs relating to International Affairs (public, private, NGO) in a highly competitive global environment – need to start early to prepare themselves by creating a personal plan to acquire the necessary tool kit of skills, experiences and network of contacts.

This course provides students interested in International Affairs and considering global careers the opportunity to hear from and meet successful experts in various fields. It is an opportunity to build your professional network and develop the skills needed to build your confidence and capacity. It will give you the opportunity to examine major issues and careers in the field of international affairs.

Organized and coordinated by faculty members in The Sam Nunn School of International Affairs, the class involves guest speakers from business and industry, government, the not-for-profit sector, and academia and Georgia Tech’s Center for Career Development and Discovery (C2D2). The course is designed to help students understand the wide range of opportunities and prepare them to successfully explore careers related to International Affairs.

Students will be challenged to build their personal skills and professional network. Each student will undertake self-assessment, professional development and plan their current and future academic career so as to obtain the knowledge, experience and skill sets to successfully pursue these opportunities.

Required for International Affairs majors, the Course is open to all Georgia Tech students interested in International Affairs.

1. Course Objectives

* Professional development.  Students will be able to think strategically about their career choices and to identify appropriate avenues for preparing themselves for pursuing them;
* Acquire information about major, minor, certificate, and overseas and internship/ co-op programs offered through The Sam Nunn School of International Affairs;
* Determine their individual skills and abilities and their career interests and goals;
* Understand the variety of occupations in the field of international affairs through classroom presentations, readings, and guest speakers;
* Develop strategies to plan an effective job search, including use of campus resources and the Internet;
* Position themselves for future employment in the international arena and in jobs that value a background in international affairs.

1. Required Reading

The following text is available for purchase in the Bookstore:

Maria Pinto Carland and Candace Faber, eds., Careers in International

Affairs. 8th edition. Washington, DC: Georgetown University Press, 2008.

1. Graded Assignments and Policies

Attendance and class participation is mandatory and will be monitored. Students should fill seats starting in the first row to show appreciation for our guests and facilitate discussion. Assessment of assigned reading for each class will be conducted by 2-3 multiple-choice questions administered via clicker during class.\*\* There will also be some assignments to be completed on Canvas.

Attendance (clicker questions + participation) 50%

Preliminary Career Tracks Exercise 10%

First draft of Resume & Cover Letter 10%

Final Career Tracks Strategic Plan +

Final Resume + Cover Letter 30%

**Except for Class Polls - No screens (open laptops, tablets, phones) are permitted during class** in order to facilitate active engagement with our guests and minimize interruptions.

**Fifty percent (50%)** of the final grade in the class will be based on attendance, taken by i>clicker, answers to reading questions given via i>clicker and class participation. As a courtesy to our guest speakers, students are required to arrive promptly, remain for the entire class period, and be prepared with questions and comments. Some speakers may choose to survey your views via i>clicker in the course of the class discussion, so please be sure to participate.

Students will be required to complete a Career Tracks Exercise and Strategic Plan along with a resume and cover letter. The Preliminary Career Tracks Exercise (worth **10% of the final grade**) is due in class on **February 13, 2019.** A first draft of the resume and cover letter (worth **10% of the final grade**) is due **March 6, 2019.** The final Career Tracks Strategic Plan, along with final resume and cover letter are worth **30% of the final grade** and are due in class on **April 10, 2019.**

**Students must complete the requirements of the course and attend regularly in order to receive a grade of “S,” with a class average of 70% or better.**

1. Clicker Questions

This class will use TurningPoint 8 and corresponding clickers. Georgia Tech has purchased an enterprise license for TurningPoint, which will allow students to use the TurningPoint app for free.

**You do NOT need to purchase a clicker for this class.** Go to the app store and download the "TurningPoint" app. After you download and open the app, you will be asked to sign in. Use your Georgia Tech email to sign in and then you will be directed to the Georgia Tech login service page. Log in with your credentials.

**Please do not purchase an individual license for using the clickers**.

For more information on TurningPoint and clickers, please visit <https://faq.oit.gatech.edu/student-turningpoint-faqs>.

1. Course Outline and Readings

**NOTE: The following is a tentative outline for the course.**

Because the class involves guest speakers, the order of topics and readings may have to be changed if there is a scheduling conflict. Student interests will also be considered for selecting speakers.

Changes to topics and readings will be announced on Canvas. In addition, announcements concerning changes will be made in class. Students are responsible for monitoring the course schedule and preparing for class accordingly. Additional readings may be added throughout the semester.

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| WORKING DRAFT OF SCHEDULE 2019 | | | |
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|  | As of January 8, 2019 | |  |
| **Class** | **Speaker(s)** | **Topic** | **Assignment** |
| **Week 1:** | Mr. Joe Bankoff | **Introduction, Career Tracks Framework** |  |
| January 9th | Ms. Stephanie Jackson |
| **Week 2:** |  | **International Experiences** | **Spring All Majors Career Fair is TODAY & TOMORROW, 1/16 & 1/17** |
| January 16th | Dr. Bowman, Dr. Weber, Ms. Hannah Moon & Ms. Colette Fournier (OIE) |
|  | Dr. Weber |
| **Week 3:** |  | **Cover Letters and Portfolios** | **Career Tracks Assignment (Part I) Due** |
| January 23rd | Mr. Michael Laughter (C2D2) |
|  | Ms. Stephanie Jackson |
| **Week 4:** | Dr. Jeff Borowitz (Nunn School Professor) | **Gaining Technical Skills/Big Data** |  |
| January 30th | Jonathan Darsey (Nunn School PhD student)\* |
|  | Dr. Weber |
| **Week 5:** | Nicole Kruse\* | Nonprofits/NGOs |  |
|  |  |
| February 6th | Stacy Aldinger\* |
|  | Mr. Bankoff |
| **Week 6**: | Ms. Stephanie Jackson | **Networking and Elevator Pitch** | **Preliminary Career Tracks Exercise (Part II) Due** |
|  |  |
| February 13th | Mr. Michael Laughter (C2D2) |
|  | Dr. Weber |
| **Week 7:** | Dave Cooper | **Intelligence/Security** | **Recorded Pitches Due** |
| February 20th | Admiral James "Sandy"Winnefeld, Jr. |
|  | Dr. Fabry |
| **Week 8:** | James Watson (USAID) | **International Development** |  |
| February 27th |  |
|  |  |
|  | Dr. Fabry |
| **Week 9:** |  | Legal Careers | **Resume and Cover Letter Drafts Due** |
| March 6th | Speakers TBA |
|  |  |
|  | Mr. Bankoff |
| **Week 10:** | Shannon Dobranski\* | Graduate School and Fellowships |  |
| March 13th | Kathryn Meehan\* |
|  | Dr. Weber |
| **Week 11:** | SPRING | **BREAK! ** |  |
| March 20st |
| **Week 12:** | Craig Lesser | **Business/Consulting** |  |
| March 27th | Carl Ware\* |
|  | Dennis Lockhart\* |
|  | Clyde Tuggle\* |
|  | Mr. Joe Bankoff |
| **Week 13:** | Mr. Gordon Giffin (Former US AMB to Canada) | **International Diplomacy** |  |
| April 3rd | Johnny Jones (SKYPE) |
|  | Camilo Caballero |
|  | Dr. Fabry |
| **Week 14:** | Speakers TBA | Journalism/Media/Public Relations | **Career Tracks Strategic Plan (Part III) and Final Resume & Cover Letter Due** |
| April 10th |  |
|  | Mr. Bankoff |
| **Week 15:** |  | **Wrap-up/Overview of skills learned** |  |
| April 17th – Last day! | Ms. Stephanie Jackson |