

Red White & Blue Jobs

Homeland Security

Keeping Our Nation Safe, at Home and Abroad



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PARTNERSHIP FOR PUBLIC SERVICE

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APRIL 2005

Red, White and Blue Jobs: Keeping Our Nation Safe, at Home and Abroad

Ensuring the physical safety of the American people has always been one of our government's primary responsibilities. But after September 11th, securing the homeland clearly went from being *a* priority to *the* priority.

In a 2003 report to Congress on combating terrorism, the U.S. Office of Management and Budget defined homeland security as "a concerted national effort to prevent terrorist attacks within the United States, reduce America's vulnerability to terrorism, and minimize the damage and recover from attacks that do occur."

Federal funding for homeland security-related activities has increased each year since 2001, suggesting that the needs of homeland security are still growing. As the government expands its anti-terror capabilities, it will need talented and dedicated employees with diverse talents and backgrounds. This book is designed to show how you can become one of the people who will contribute to keeping our nation safe in the years to come.

More specifically, this handbook includes information related to internships, scholarships and job opportunities in many agencies. You will also find in-depth information about the Department of Homeland Security and the intelligence community.

To help student job seekers match their skills to their interests, information is grouped by academic subject. You will also find information on security clearances and tips for applying for internships and jobs. As we live in dynamic times, the professions and opportunities related to homeland security will undoubtedly continue to evolve in the coming years. Use this book as a starting point, but keep checking the many Web sites referenced within for new information and opportunities.

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THE WIDE WORLD OF HOMELAND SECURITY

There are many different kinds of jobs that impact our nation's security, so make sure you take some time to do additional research in the areas of greatest interest to you. As an evolving field, opportunities in homeland security are constantly changing and there is much more information available than what could fit in this booklet.

★ Did You Know...

During the lead-up to the war in Iraq, the National Geospatial-Intelligence Agency gave military planners specific information about where certain vehicles would be able to go, allowing planners to draw up highly-precise plans.

The Intelligence Reform and Terrorism Prevention Act of 2004 calls for increased hiring in a number of occupations, including 10,000 border patrol agents, 4,000 immigration and customs enforcement investigators and 300 consular officers over the next five years. Take a look below at some of the other types of jobs and the average salary – and read on in the booklet for more background on some examples of specific opportunities.

The Department of Homeland Security

www.dhs.gov

As home to more than 135,000 employees, the Department of Homeland Security (DHS) is the agency tasked with the greatest portion of the homeland defense mission. Most of the Department's employees came from the 22 federal agencies that were combined to create DHS in accordance with the Homeland Security Act of 2002. This accomplishment stands as one of the nation's largest efforts at governmental reorganization ever.

DHS is organized into five main divisions, one of which is responsible for budget and personnel matters. The missions of the other four directorates are described in brief below, along with links to their key components.

★ Did You Know...

Since 9/11, a billion doses of antibiotics and vaccines have been stockpiled and mobile "push-packs" deployed so our communities are better prepared for a biological attack.

BORDER AND TRANSPORTATION SECURITY

Responsible for maintaining the security of our nation's air, land and sea borders and transportation systems. Balances terrorism prevention with promotion of efficient commerce and travel. Includes the following departments:

Transportation Security Administration	www.tsa.gov
Customs and Border Protection	www.cbp.gov
U.S. Immigration and Customs Enforcement	www.ice.gov
Federal Law Enforcement Training Center	www.fletc.gov
Federal Protective Services	www.ice.gov/graphics/fps

EMERGENCY PREPAREDNESS AND RESPONSE

Ensures that our nation is prepared for, and able to recover from, terrorist attacks and natural disasters. Maintains contacts with private industry and insurance companies as well as with first responder units at the state and local levels. Includes the following entities:

- Federal Emergency Management Agency www.fema.gov
- National Disaster Medical System www.ndms.dhhs.gov

SCIENCE AND TECHNOLOGY

Serves as the primary research and development arm of DHS and organizes the vast scientific and technological resources of the United States to prevent or mitigate the effects of catastrophic terrorism. Oversees a number of facilities, including:

- Environmental Measurements Laboratory www.eml.doe.gov
- Plum Island Animal Disease Center www.ars.usda.gov/plum

INFORMATION ANALYSIS AND INFRASTRUCTURE PROTECTION (IAIP)

Collects information about threats from different parts of the federal government and synthesizes it into information that can be used to prevent future attacks. Responsible for intelligence analysis, cyber security and infrastructure protection. Includes the following divisions:

- Computer Incident Response Center www.us-cert.gov/federal
- National Communications System www.ncs.gov

THE FOLLOWING AGENCIES ARE ALSO PART OF DHS:

- United States Secret Service www.ustreas.gov/usss/index.shtml
- United States Coast Guard www.uscg.mil
- Citizenship and Immigration Services www.uscis.gov
- Office of the Inspector General www.dhs.gov/oig
- National Domestic Preparedness Office www.ojp.usdoj.gov/odp

The Department of Homeland Security plans to hire for thousands of positions in the next few years, including:

<p>CUSTOMS AND BORDER PROTECTION SECRET SERVICE</p> <p>U.S. COAST GUARD</p>	<p>400 AGRICULTURAL SPECIALISTS 200 CRIMINAL INVESTIGATORS 200 UNIFORMED OFFICERS 900 CIVILIANS IN A VARIETY OF OCCUPATIONS <i>(including port security specialists, vessel traffic control specialists, search and rescue controllers, intelligence analysts, information technology specialists, engineers and contract specialists)</i></p>
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(PARTNERSHIP FOR PUBLIC SERVICE, NATIONAL ACADEMY OF PUBLIC ADMINISTRATION AND NEW YORK TIMES JOB MARKET, WHERE THE JOBS ARE, FEBRUARY 2005)

Defining Intelligence

The Intelligence Community

www.intelligence.gov

Those who work in the intelligence community collect and produce information on threats to United States' interests related to international terrorist and narcotics activities and other hostile efforts directed against the U.S. by foreign powers, organizations and individuals.

While the federal government's best known intelligence-gathering organization may be the Central Intelligence Agency (CIA), the responsibility for gathering actionable intelligence is spread among fifteen different federal agencies including the Coast Guard and the Departments of Energy, Defense, Justice, State and Treasury.

The Intelligence Reform and Terrorism Prevention Act of 2004 underscores the importance of collaboration and information sharing across the intelligence community, as well as the value of having the right people doing these critical jobs. The law establishes a National Counterterrorism Center and creates a Director of National Intelligence, appointed by the President, who serves as the head of the intelligence community and is the principal advisor to the President, the National Security Council and the Homeland Security Council. In addition, it calls for enhanced recruitment efforts and increases in hiring in several areas, including linguists, border patrol agents and consular officers.

Are you wondering if you have the right skills to work in the intelligence field? There are actually 17 different career areas in the intelligence community, ranging from acquisitions and financial management to engineering to intelligence collection. In addition, though most of the headquarters buildings are in the Washington, D.C., area, members of the intelligence community work across the nation and around the world.

The Intelligence Community includes 15 agencies, some of which are entirely focused on intelligence activities and others for which intelligence is one of many missions. For more information about the members of the intelligence community, visit www.intelligence.gov.

The terms "national intelligence" and "intelligence related to national security" refer to all intelligence, regardless of the source from which derived, and including information gathered within or outside the United States, that –

- Pertains to more than one United States government agency; and
- That involves –
 - ★ Threats to the United States, its people, property or interests;
 - ★ The development, proliferation or use of weapons of mass destruction; or
 - ★ Any other matter bearing on United States national or homeland security.



★ Did You Know...

In May 2003, the Department of Homeland Security led exercises in Seattle and Chicago to engage federal, state and local officials and response teams to respond to a simulated attack with weapons of mass destruction. The scenarios included radiological material dispersal and a targeted pneumonic plague outbreak generated by a fictitious terrorist group.

Nearly 30 agencies received funding for activities related to combating terrorism last year, including agencies you might not know are involved in homeland security. Below is a partial summary of what some of these agencies do to protect the American people. We encourage you to visit their Web sites to learn more.

Army Corps of Engineers (Defense)	www.usace.army.mil
Modifies geography to limit damage caused by natural disasters or terrorism	
Centers for Disease Control (HHS)	www.cdc.gov
Develops methods of disease prevention and control	
Central Intelligence Agency	www.cia.gov
Collects and analyzes intelligence and conducts covert actions	
Department of Homeland Security (DHS)	www.dhs.gov
Oversees effort to prevent acts of terrorism and minimize their potential damage	
Defense Intelligence Agency (Defense)	www.dia.mil
Provides military intelligence to defense policymakers and force planners	
Department of State	www.state.gov
Conducts diplomacy and analyzes world events to assess security situation	
Department of the Treasury	www.treasury.gov
Investigates suspected money laundering and other financial crimes	
Environmental Protection Agency	www.epa.gov
Assesses and remedies environmental damage to sites of terrorism	
Federal Bureau of Investigation (Justice)	www.fbi.gov
Investigates and prosecutes acts violating federal law	
Food and Drug Administration (HHS)	www.fda.gov
Ensures the safety of drugs, biological products and medical devices	
Food Safety and Inspection Service (Agriculture)	www.fsis.usda.gov
Safeguards the commercial supply of meat, poultry and eggs	
General Services Administration	www.gsa.gov
Designs security protocols for over 1,600 federal buildings	
Maritime Administration (Transportation)	www.marad.dot.gov
Inspects incoming shipping to detect importation of dangerous materials	
National Aeronautics and Space Administration	www.nasa.gov
Monitors composition of atmosphere to detect chemical weapon use	
National Geospatial-Intelligence Agency (Defense)	www.nima.mil
Generates highly-detailed maps for military and civilian planners	
National Institutes of Health (HHS)	www.nih.gov
Researches diseases and develops strategies to prevent epidemics	
National Institute of Standards and Technology (Commerce)	www.nist.gov
Develops measurement methods, standards and technology related to security	
National Reconnaissance Office (Defense)	www.nro.gov
Designs, builds and operates the nation's reconnaissance satellites	
National Science Foundation	www.nsf.gov
Conducts basic scientific research in fields related to national security	
National Security Agency (Defense)	www.nsa.gov
Conducts cryptologic and foreign language analyses; protects U.S. communications	
Nuclear Regulatory Commission	www.nrc.gov
Regulates civilian use of nuclear material and protects nuclear power plants	

★ **Did You Know...**
 The CIA employs qualified individuals with a wide variety of backgrounds – including scientists, economists, linguists, engineers, mathematicians, computer specialists and accountants. All candidates must pass a polygraph and background investigation.

THE CHANGING FACE OF NATIONAL AND HOMELAND SECURITY

FEBRUARY 15, 2001



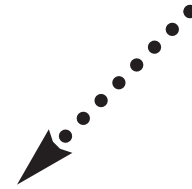
The U.S. Commission on National Security/21st Century (Hart-Rudman Commission), sponsored by the Department of Defense, issues its final report. Among its recommendations is the establishment of a National Homeland Security Agency.



SEPTEMBER 11, 2001

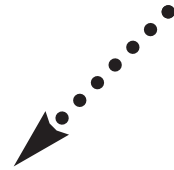


Attacks on World Trade Center, Pentagon and Flight 93 in Pennsylvania occur.



SEPTEMBER 20, 2001

President Bush proposes a new Office of Homeland Security



OCTOBER 8, 2001



The Office of Homeland Security is established within the White House, with Pennsylvania Governor Tom Ridge appointed as Director.

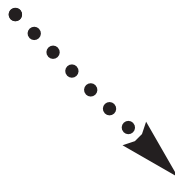


NOVEMBER 19, 2001

The Aviation and Transportation Security Act is signed, creating the Transportation Security Administration (TSA) to safeguard the nation's transportation systems.

NOVEMBER 25, 2002

The Homeland Security Act of 2002 is signed, creating the Department of Homeland Security (DHS).



NOVEMBER 27, 2002



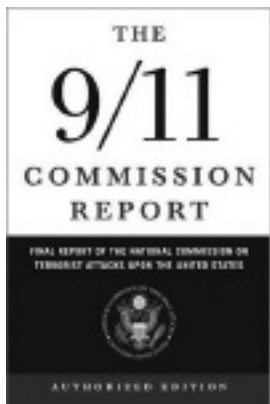
The National Commission on Terrorist Attacks Upon the United States (9/11 Commission) is created to investigate facts and circumstances surrounding the attacks of 9/11.

JANUARY 7, 2003

The Select Committee on Homeland Security is established by the House of Representatives with authorizing and oversight authority over the new DHS.



JULY 22, 2004



The 9/11 Commission releases its final report.



DECEMBER 17, 2004



The Intelligence Reform and Terrorism Prevention Bill is signed into law, creating a new National Director of Intelligence and providing for increased hiring in key professions.

Biological and Medical Sciences

★ Did You Know...

The Social Security Administration is responsible for ensuring that criminals and would-be terrorists do not obtain fraudulent social security numbers, which they can use to obtain false identification.

In the aftermath of the anthrax attacks of October 2001, Americans realized that any response to terrorism would have to address the threat of biological and chemical agents. From nurses to epidemiologists and food safety specialists to veterinarians, public servants form the first and last lines of defense against bioterrorism. Read on to learn about opportunities in the fields of medicine and biology to help protect the nation, but remember that the jobs and internships listed below are only examples – many more opportunities are available in the various agencies listed elsewhere in this booklet.

CAREERS

Biologists at the **Centers for Disease Control (CDC)** perform research and other scientific work primarily related to infectious diseases and environmental activities. Microbiologists work in the areas of bacteriology, virology, immunology, molecular biology and biochemistry to conduct research on infectious disease, including those that are foodborne and waterborne. www.cdc.gov/hrmo/recbro2.htm

Health Specialists and **Nurse Consultants** at the **National Institute of Allergy and Infectious Disease** play key roles in helping the agency find ways to combat infectious diseases. The specific tasks vary but can include coordinating and managing clinical trial networks, assisting with various aspects of oversight and compliance assurance, developing training sessions for clinical site personnel and ensuring the welfare and safety of patients. www.niaid.nih.gov/ohrm/default.htm

Veterinary Medical Officers with the **Animal and Plant Health Inspection Service (APHIS)** are responsible for the full range of disease diagnosis, control and eradication, as well as animal health and care activities within their geographic region. Because APHIS is an emergency response agency, Veterinary Medical Officers may be asked to provide support in emergency situations such as outbreaks of contagious diseases among livestock or poultry. www.aphis.usda.gov/mrpbs/job_opps/find_job.html

The various branches of the U.S. military need civilians with medical training and expertise to keep our troops healthy and safe in light of possible terrorism. For instance, the **U.S. Army Medical Command (MEDCOM)** hires civilians in a variety of highly skilled health care professions. These individuals provide medical support in medical facilities at military installations within the United States and abroad. Positions include, but are not limited to, clinical nurses and medical technicians. cpolwapp.belvoir.army.mil/medcom-gwot

★ Did You Know...

The Department of Commerce is responsible for everything from making sure that the emergency weather radio system can be used in the event of terrorism to alert and inform citizens, to developing standards to improve building security.

INTERNSHIPS

The **Agency for Toxic Substances and Disease Registry (ATSDR)** within the **Department of Health and Human Services** awards summer internships to undergraduate and graduate students studying biology, chemistry, medicine, environmental health science, pharmacology and health physics. The ATSDR is responsible for preventing exposure and adverse health effects associated with exposure to unplanned releases, hazardous waste and other environmental pollutants. www.cdc.gov/hrmo/intshps2.htm

The **Food Safety and Inspection Service's (FSIS) Veterinary Student Employment Program** provides career-related experience for first and second year Doctor of Veterinary Medicine students. Students work with FSIS veterinarians to ensure that meat, poultry and egg products are safe and correctly labeled for the public. Participants are eligible for a full time position upon graduation after completing 16 weeks of student employment in locations around the country. [www.fsis.usda.gov/Careers/Veterinary Student Employment Program/index.asp](http://www.fsis.usda.gov/Careers/Veterinary_Student_Employment_Program/index.asp)

The **Food and Drug Administration's (FDA) Pharmacy Student Experiential Program** enables pharmacy students to earn academic credit while learning about the FDA's multidisciplinary processes for addressing public health issues involving drugs, biologics and medical devices. The program includes rotations and exposure to other parts of the Department of Health and Human Services. www.fda.gov/cder/Offices/DDI/pharmstudent.htm



MAKING A DIFFERENCE

Dr. Michael Washington

*Industrial Engineer/Health Scientist
Centers for Disease Control and Prevention*

Bioterrorism is a very real concern because of the small amounts of infectious agents needed to cause a widespread epidemic. An outbreak of smallpox, for example, has the potential to spread out of control and kill many thousands of people. That's exactly the kind of frightening scenario that Dr. Michael Washington at the Centers for Disease Control is working to combat.

By developing a system that allows local doctors and nurses to administer targeted vaccinations in a short period of time, Dr. Washington has helped ensure that the damage caused by an outbreak of smallpox will be contained.

His work in the federal government has also taken him to Ghana and India, where he helped train local workers as they monitored polio, yellow fever, measles, neonatal tetanus and meningitis – five of the world's deadliest, yet most easily preventable, diseases.

“The job of an industrial engineer is to make systems operate as efficiently and effectively as possible to obtain the maximum possible result. In my work for the federal government, that result improves people's lives from New York City to small villages in Africa. What better result could there be?”

-DR. MICHAEL WASHINGTON

Engineering and Computer Science

When terrorists are successful, it is often because they possess the advantage of surprise. Thwarting future acts of terrorism requires us to build and strengthen systems that will prevent attacks that are unpredictable and unprecedented. As part of this effort, the federal government needs skilled engineers of all backgrounds as well as those trained in information technology and computer science to ensure the safety of their fellow Americans. Below is a small sampling of such jobs and internships related to our homeland security needs.

★ Did You Know...

When the Soviet Union dissolved, approximately 60,000 highly-trained scientists had their livelihoods threatened by cuts in research funding. To ensure that these scientists would not be recruited by terrorist groups, the National Nuclear Security Administration funded research initiatives located inside the former Soviet Union.

CAREERS

The **State Department** employs **Security Engineering Officers** around the world. These highly-skilled engineers are responsible for the technical and informational security aspects of the diplomatic and consular posts overseas – protecting personnel, facilities and sensitive information from terrorism and espionage. There are also security engineering officers in the United States who provide support for the overseas operations.

www.careers.state.gov/specialist/opportunities/seceng.html

Information Technology (IT) Specialists at the **United States Coast Guard** work to develop policies and standards for the planning, development and implementation of IT security systems and subsystems to meet the needs of the Coast Guard's various organizational units. They take a leading role in directing and managing agency-wide IT policy development efforts to minimize risks associated with IT systems' vulnerabilities. www.goastguard.com/jobs.html

The **National Institutes of Standards and Technology** is responsible for a variety of matters related to technology, measurement and standards. **Nuclear Engineering Technicians** are called on to apply principles of nuclear engineering in the monitoring, operation and maintenance of nuclear reactors and auxiliary systems. www.nist.gov/public_affairs/employment.htm

Transportation Security Specialists at the **Transportation Security Administration** are responsible for researching, developing and revising regulations and policies concerning air carrier security. The position also encompasses technical reviews and analysis on matters related to international air carrier security. www.tsa.gov/public/display?theme=2

The **Nuclear Regulatory Commission** hires a variety of engineers (including mechanical, chemical, structural, electrical and environmental) at the entry and mid-career levels. One specialized program is the **Nuclear Safety Professional Development Program** for recent graduates with bachelors, masters or doctoral degrees in engineering, health physics or the earth sciences. Program participants participate in on-the-job training and rotational assignments. www.nrc.gov/who-we-are/employment/careers.html#engineers

★ Did You Know...

Across the federal government, it is expected that over 15,000 engineering positions will need to be filled in 2005 and 2006.

INTERNSHIPS

The **Homeland Security Scholars and Fellows Program** at the **Department of Homeland Security** is designed to ensure a diverse and highly talented science and technology community. Areas of study include physics, biology, sociology, behavioral science, science policy, engineering, mathematics and computer sciences. DHS provides recipients with stipends and tuition for either two-year undergraduate scholarships or three-year graduate student fellowships. www.orau.gov/dhsed/

The **National Security Agency's Stokes Educational Scholarship Program** provides tuition, other education-related fees and a salary for individuals studying computer science, electrical or computer engineering, mathematics or languages. Recipients must work for the NSA upon graduation. Applications are due in the late fall and are open to sophomores with at least six credits in a core language and a GPA of 3.0+ in their freshman year. www.nsa.gov/careers/students_4.cfm

The **Scholarship for Service** program, also known as the **Cyber Corps** program, provides scholarships covering books, tuition and room and board for students studying information assurance at designated Centers of Academic Excellence for Information Assurance Education. Participants also receive stipends and complete a paid internship. In exchange, students agree to work for the federal government for a period equivalent to the length of the scholarship. www.sfs.opm.gov

The **Department of Energy Science Undergraduate Laboratory Internships (SULI)** provide undergraduates the opportunity to participate in a variety of ongoing science and engineering laboratory research programs with the **U.S. Department of Energy** and its participating facilities. The programs are ten to 16 weeks in length. www.scied.science.doe.gov/scied/erulf/about.html

**MAKING A DIFFERENCE****Dr. Amy Alving**

*Director, Special Projects Office
Defense Advanced Research Projects Agency*

From the 1995 Sarin attack on the Tokyo subway system to the anthrax-laced letters mailed within the United States in 2001, terrorists have demonstrated that they can inflict serious harm and widespread panic by releasing chemical and biological agents into public spaces.

Dr. Amy Alving has used her position in the federal government to create so-called "Immune Buildings," a new way to protect people inside buildings from the hazards of a chemical or biological agent release. This approach is already fortifying some of the nation's most sensitive buildings and is being further refined for widespread use around the country in the future.

Immune Buildings automatically detect the presence of biological or chemical agents and trigger appropriate alarms, activate ventilation systems and coordinate escape routes that maximize the inhabitants' odds of survival.

"The goal of the Immune Building program is to render ineffective one of the most deadly weapons in a terrorist's arsenal. We're having great success with this effort – and it's something that I could only have undertaken from within the federal government."

- DR. AMY ALVING

Law Enforcement

The Intelligence Reform and Terrorism Prevention Act of 2004 was a major reorganization of the intelligence, investigation and law enforcement arms of the federal government. While the structure of these agencies is important, they cannot protect us against future terrorist attacks without the right employees. If you're interested in law enforcement and related opportunities, start your search by taking a look at the jobs and internships listed below – but keep in mind that there are many other opportunities available.



CAREERS

Criminal Investigators at Immigration and Customs Enforcement are special agents responsible for planning and conducting investigations related to possible violations of the Immigration and Nationality Act and other statutes. Criminal investigators work closely with federal, state and local agencies and present cases to United States Attorneys for prosecution.

www.ice.gov/graphics/careers/index.htm

Surveillance Specialists with the **Federal Bureau of Investigation** conduct surveillance to gather information about targets of investigation and analyze intelligence data. Positions are located in cities across the United States, and interested applicants must be available to travel.

www.fbijobs.com

Regional Security Officers (RSOs) with the **U.S. Department of State** are Diplomatic Security special agents assigned to U.S. diplomatic missions overseas. RSOs advise the ambassador or chief of mission on all security-related matters and develop security programs to protect American employees from terrorist and criminal attacks. RSOs are the primary liaisons with foreign police, and also provide unclassified security briefings and advice to U.S. businesses overseas.

www.state.gov/m/ds/protection/c8756.htm

Special Agents with the **United States Secret Service** are responsible for protecting the nation's leaders and visiting dignitaries, as well as for investigating financial crime and various forms of fraud. Special agents may be assigned to posts anywhere in the United States and can experience frequent travel and reassignments to offices around the country or liaison assignments to foreign countries over the course of their career. www.secretservice.gov/opportunities_agent.shtml

★ Did You Know...

The National Institutes of Standards and Technology, a division of the Department of Commerce, is leading efforts to develop technologies to protect infrastructure such as bridges, dams, telecommunications networks, water systems and the power grid from terrorist attacks.

In 2005-2006, the federal government is projected to fill 30,755 positions in security and protection and 6,760 compliance and enforcement positions. Though these will not all be related to homeland security, if your background is in law enforcement, the federal government will be a good place to look. Below are some agency hiring projections for the next two years:

DEPARTMENT OF HOMELAND SECURITY

MORE THAN 200 CRIMINAL INVESTIGATORS

2,000 BORDER PATROL PERSONNEL (annually 2006-2010)

DEPARTMENT OF JUSTICE

2,306 CRIMINAL INVESTIGATORS

(PARTNERSHIP FOR PUBLIC SERVICE, NATIONAL ACADEMY OF PUBLIC ADMINISTRATION
AND NEW YORK TIMES JOB MARKET, WHERE THE JOBS ARE, FEBRUARY 2005)

INTERNSHIPS

The **Federal Law Enforcement Training Center (FLETC) College Intern Program** provides training for seniors and graduate students. Half of the 12 weeks is spent attending federal law enforcement basic and advanced training, and the other half is spent working on law enforcement training-related research projects under the guidance of a mentor. FLETC runs the program three times a year in Brunswick, Georgia, and Artesia, New Mexico.

www.fletc.gov/tmc/college_intern_program.htm

The **Honors Internship Program** at the **Federal Bureau of Investigation** gives rising seniors and graduate students from a range of academic disciplines the opportunity to work side-by-side with special agents and professional support personnel. Applications for this competitive, paid, summer internship are due in the fall. www.fbijobs.com/honors.htm

The **U.S. Customs and Border Protection Law Enforcement Explorer Program** provides opportunities for high school and college students to learn first-hand about the law enforcement and criminal justice work of the agency while also qualifying for scholarship opportunities from law enforcement agencies.

www.customs.gov/xp/cgov/careers/customs_careers/explorer_program/explorer.xml



MAKING A DIFFERENCE

Mark Lewis

*Supervisory Special Agent
Department of State*

Some agents at the State Department have the opportunity to investigate passport fraud. Other agents are given the chance to manage teams of special agents responsible for providing security at big events like the World Economic Forum.

And yet another select group gets to protect dignitaries like Colin Powell, Madeline Albright and the Dalai Lama.

Most people would find any of these jobs exciting and rewarding. In his time in the State Department, Mark Lewis has done all three. In his career, Lewis has protected people around the world while performing a wide variety of jobs – jobs that are only found within the federal government.

“I have a great job working for the Diplomatic Security Service which is the U.S. Department of State’s security and law enforcement branch. I derive a tremendous amount of personal satisfaction knowing that I am a member of a very talented team of men and women working to provide a valuable public service.”

- MARK LEWIS

Social Sciences and Liberal Arts

Careful analysts and able communicators are the government's nervous system – remove them, and it will be blind and paralyzed. To guide and coordinate its actions, the federal government needs talented people with a wide range of liberal arts and social sciences expertise – linguistics and foreign languages, communications, international affairs and economics, to name a few disciplines. If you have any of these skills, take a look at the sampling of jobs and internships listed here. Then continue your research in order to find more opportunities.



CAREERS

Counterterrorism Analysts at the **Central Intelligence Agency** monitor and assess the leadership, motivations, plans and intentions of foreign terrorist groups. They are also responsible for producing current and longer-term intelligence products, briefing policymakers and providing tactical analytic support to law enforcement and intelligence operations. Positions require a masters degree. Foreign language proficiency and foreign area knowledge is desirable. www.cia.gov/employment/analytical.html

The **Federal Emergency Management Agency** hires **Program Specialists** to serve as regional program managers of its Citizen Corps program. Beyond working with the volunteer groups to enhance community safety, program specialists manage the Community Emergency Response Team (CERT) training in locations around the country. Responsibilities include developing and implementing strategic plans and establishing relationships with federal agencies, first responder groups and other organizations. www.fema.gov/career/get_desc.jsp?id=7017

The **Federal Bureau of Investigation (FBI)** needs **Special Agents** with fluency in critical languages including Arabic, Farsi, Pashtu, Urdu, Chinese, Japanese, Korean, Russian, Spanish and Vietnamese. Prevention of terrorism is currently the FBI's top investigative priority. Interested candidates should be between 23 and 37 years of age and in excellent physical condition. www.fbijobs.com/jobdesc.asp?requisitionid=368

Public Affairs Specialists at the **Department of Homeland Security (DHS)** communicate DHS's mission and policies and are responsible for outreach to increase public understanding of terrorism and how to respond. The Office of Public Affairs also coordinates communications in the event of a terrorist attack. www.dhs.gov/dhspublic/display?theme=40&content=74

The **National Security Agency's Language Enhancement Program** trains professional linguists in languages critical to national security. The program is open to graduating language students and linguists and includes a signing bonus of up to \$7,500. The program is designed to teach new languages based on existing language proficiencies. www.nsa.gov/careers/careers_1.cfm

★ Did You Know...

The 9,000 members of the State Department's foreign service represent the American people at nearly 265 diplomatic and consular posts around the world.

INTERNSHIPS

The **U.S. Department of State** hires student interns from a variety of academic disciplines, including journalism, public administration, the sciences and international affairs. Responsibilities vary depending on the assigned office, and internships are available both in the U.S. and overseas. www.careers.state.gov/student/programs/index.htm

The **National Security Education Program** provides financial support for the study of languages, cultures and areas at home and overseas to both undergraduate and graduate students through **David L. Boren Fellowships**. In exchange, upon graduation Boren Fellows must seek employment with the federal government in a national security related capacity for a period equal to the scholarship support. www.ndu.edu/nsep

The **Defense Intelligence Agency's (DIA) Intelligence Community (IC) Fellowship Program** selects graduating seniors for a summer job and a fully-paid Master of Science and Strategic Intelligence (MSSI) degree program at the Joint Military Intelligence College. Upon completion of the MSSI degree, IC Scholars are placed in a permanent assignment within a DIA directorate. www.dia.mil/Careers/Programs/icsp.html

**MAKING A DIFFERENCE****David Chung**

*Program Analyst
National Institutes of Health*

The laboratories of the National Institutes of Health are at the forefront of advanced biomedical research around the globe and continue to lead the effort in prominent research of select agents as part of the nation's biodefense infrastructure. As this national laboratory research capacity is increased, NIH will continue to develop its research activities into dangerous diseases like anthrax, plague, Ebola and other emerging infectious diseases. As part of this research, NIH labs possess invaluable information and strains of diseases – making fail-safe security and safety absolutely imperative.

The responsibility for designing comprehensive security plans for these labs rests in part on David Chung, a recent graduate of the Presidential Management Fellows program. In working to develop electronic security systems and addressing the physical security needs for these laboratories, Mr. Chung must draw on a variety of skills, ranging from architecture and engineering to operational planning and project management.

By ensuring that the biosafety and physical security programs of these laboratories are tightly woven, David Chung is helping researchers develop cures for dangerous diseases without risking the public health.

"I have had the honor of being able to physically see how my work efforts support global biomedical research efforts through safety and security design. It is an awesome responsibility for a greater good and I am proud to serve."

- DAVID CHUNG

FIND AND LAND A GOVERNMENT INTERNSHIP OR JOB

Now that you're more familiar with the opportunities that exist for you in the federal government, the next step is to think about how to apply for those internships and jobs. In this section, you will find a few pointers to get you started, but more detailed information about where jobs are located and how to market yourself in a job application is available in *Red, White and Blue Jobs:*

Finding a Great Job in the Federal Government, our primary job search resource.

This and other information about federal opportunities can be found in your career services office or on our Web site, www.calltoserve.org.

As you apply for jobs in the federal government, remember to highlight the skills you've developed through your studies, especially your analytical and critical thinking abilities, research capabilities, writing ability, problem solving and communications skills. A good way to package and present your strengths in these areas is to think about the different class assignments, independent research projects (such as a thesis or work for a professor), part-time jobs and even extracurricular activities you were involved in during college.

★ Did You Know...

The United States has frozen or seized over 1,400 accounts around the world in efforts to block access to suspected terrorist finances.

"Safe and healthy food is important to us all. It's nice to go to work everyday knowing that what I do makes a difference."

- ELISE GOLAN



MAKING A DIFFERENCE

Dr. Elise Golan

*Senior Economist
U.S. Department of Agriculture*

One of the lessons of September 11 is that protecting the nation against terrorism requires creativity, as each incident can look different from the previous one. As an economist in the U.S. Department of Agriculture, Elise Golan's work might not seem to relate to homeland security at first glance, but she is, in fact, ensuring that our nation is as prepared as possible for an unconventional attack.

Contamination of the food supply is one unconventional way for terrorists to attack the United States. Dr. Golan is currently working on food traceability, which allows manufacturers and scientists to trace contaminated food products back to their origins, making it possible to mitigate the damage caused by tainted food. Her work helps investigators understand how food traceability systems work to isolate sources of contamination, keep consumers from harm and minimize the economic damage caused by massive food recalls.

Where the Jobs Are

The Partnership for Public Service and the National Academy of Public Administration released a report sponsored by the New York Times Job Market that identifies the top areas of hiring need across federal agencies in 2005 and 2006. Many of the top hiring areas are related to homeland security.

The top five areas where the government anticipates filling the most positions are:

- SECURITY, ENFORCEMENT AND COMPLIANCE ASSISTANCE (37,515)
- MEDICAL AND PUBLIC HEALTH (25,756)
- ENGINEERING AND SCIENCES (23,806)
- PROGRAM MANAGEMENT/ADMINISTRATIVE (17,373)
- ACCOUNTING, BUDGET AND BUSINESS (12,959)

For additional information, including agency-by-agency snapshots of projected hiring needs, download the entire report at www.ourpublicservice.org/research.

A Sampling of Homeland Security Jobs and Their Average Salaries

	EMPLOYEES	AVERAGE SALARY
INFORMATION TECHNOLOGY SPECIALIST	62,956	\$75,628
CRIMINAL INVESTIGATOR	37,249	\$78,887
INTELLIGENCE SPECIALIST	30,000+*	
AIR TRAFFIC CONTROLLER	22,850	\$108,346
ELECTRONICS ENGINEER	19,837	\$86,419
CUSTOMS INSPECTOR	17,570	\$50,582
PRACTICAL NURSE	11,233	\$36,792
FINANCIAL AUDITOR	11,048	\$76,977
POLICE OFFICER	10,827	\$43,956
BORDER PATROL AGENT	10,730	\$53,806
MEDICAL OFFICER	10,571	\$113,787
SECURITY ADMINISTRATOR	9,269	\$60,048
FIRE PROTECTION AND PREVENTION SPECIALIST	9,116	\$38,771
TRANSPORTATION SPECIALIST	8,588	\$81,514
AEROSPACE ENGINEER	8,067	\$91,577
FOREIGN SERVICE OFFICER (STATE DEPARTMENT)	7,386	\$71,334
IMMIGRATION INSPECTOR	6,538	\$59,024
ENVIRONMENTAL PROTECTION SPECIALIST	5,702	\$76,746
PARALEGAL	5,924	\$63,325
COMPUTER SCIENCE SPECIALIST	4,746	\$83,245
PUBLIC AFFAIRS PROFESSIONAL	4,387	\$73,559
AVIATION SAFETY SPECIALIST	3,878	\$90,954
FOOD INSPECTION SPECIALIST	3,439	\$37,769
STATISTICIAN	2,762	\$79,676
NUCLEAR ENGINEER	2,400	\$83,782
PUBLIC HEALTH PROGRAM SPECIALIST	2,189	\$83,849
VETERINARY MEDICAL SCIENTIST	1,796	\$76,605
U.S. MARSHAL	786	\$41,922
LANGUAGE SPECIALIST	733	\$68,976
PLANT PROTECTION AND QUARANTINE OFFICER	677	\$56,043
SAFETY AND FIRE PROTECTION ENGINEER	668	\$86,276
NUCLEAR MATERIAL COURIER	274	\$49,721

(FULL-TIME PERMANENT POSITIONS AS OF SEPTEMBER 2004, FEDSCOPE)

* EXACT EMPLOYMENT FIGURES AND AVERAGE SALARY ARE CLASSIFIED FOR NATIONAL SECURITY REASONS

★ Did You Know...
 The U.S. Secret Service offers bonuses for individuals who have advanced foreign language skills and can make substantial use of one or more foreign languages in the performance of their official duties.

Frequently Asked Questions about Security Clearances

★ Did You Know...

In 1999, the training and intuition of a single Customs and Border Patrol inspector prevented an Al Qaeda terrorist from blowing up a major U.S. airport.

It should come as no surprise that many people working to protect our nation require security clearance in order to do their jobs effectively. A security clearance is the government's way of verifying that people entrusted with sensitive information are going to keep it a secret. Positions that require security clearance typically stipulate this clearly in the job description. Read on for answers to some common questions about the security clearance process – but be aware that each agency handles the process slightly differently.

What does the phrase “security clearance” mean?

Sensitive information is classified by the federal government into three categories: Confidential, Secret and Top Secret. Federal employees who need to work with this information must first go through an extensive background investigation or security clearance process, which evaluates the level of sensitive information, if any, the government is comfortable granting to the individual.

"There is nothing more important than the mission of securing the health and safety of the people in this country. It's a challenge and an honor to be a part of an agency whose sole purpose is that mission."

- ERIN FOWLER



MAKING A DIFFERENCE

Erin Fowler

*Policy Analyst
Office of Public Health and Emergency Preparedness,
Department of Health and Human Services*

Growing up, Erin Fowler never anticipated that she would be called upon to provide critical health information to high-level decision-makers or develop the federal government's plans to protect important events.

After receiving degrees in nursing and health policy, Ms. Fowler heard about the government's prestigious Presidential Management Fellows program, which brings talented young people into the federal government.

As a policy analyst at the Office of Public Health and Emergency Preparedness, Ms. Fowler coordinates a clearinghouse for critical medical information, helping to connect the Department of Health and Human Services with other federal agencies and state governments. Because of her efforts, policymakers can draw on accurate information to shape their decisions. She also provides security consulting for high-profile events, like the 2004 G-8 Summit in Sea Island, Georgia. Her work ensures that our nation's policies are well-crafted to meet the threat of biological terrorism.

How can I apply for security clearance?

First, you need to be hired for a position that requires it – individuals cannot apply for clearance without a request from their employers.

I'm interested in a job I found at USA Jobs, but it requires security clearance, which I do not have. Does this mean that I shouldn't apply?

No. Federal agencies could not fill all their critical positions if they only accepted people who already have security clearance. If you are hired by an agency, it will guide you through the security clearance process.

What kinds of information about my background will be investigated?

Many factors are included in a background investigation, including violations of the law, failure to repay a U.S. Government-guaranteed student loan, failure to pay taxes, foreign contacts you may have, family members who are not citizens of the United States, registration for the selective service, extensive travel and residence overseas.

How long does the clearance process take?

It depends. Historically it has taken as long as six months to nearly a year to learn whether or not an individual would be granted clearance. Recently there has been a big push among federal agencies to try to cut the time for the clearance process to between 60 and 90 days. Sometimes those awaiting security clearance will be given temporary assignments that do not require clearance while they wait.

What does the security clearance application process involve?

Everyone who applies for security clearance must fill out a form that asks questions about their employment, educational, criminal, personal and financial histories. This form is combined with a personal interview with a government investigator and a criminal and credit check. Those applying for Secret and Top Secret clearances must also provide lists of references (past employers, neighbors, friends, etc.) to be interviewed.

Is a drug test part of the security clearance process?

Agencies may require a urine test as part of their security clearance process, or may conduct random drug testing after issuance of a security clearance.

I've done some questionable things in my past – how should I explain them, and will I be able to get security clearance?

It depends on what you did and how long ago you did it. It is important to always tell the unvarnished truth on your forms – lying will ensure that you do not get clearance and is actually a federal criminal offense.



How to Apply for a Federal Job

★ Did You Know...

The United States Computer Emergency Readiness Team (US-CERT) is a partnership between the Department of Homeland Security and the public and private sectors. US-CERT was established in September 2003 to protect the nation's Internet infrastructure and is responsible for coordinating defense against and responses to cyber attacks in the United States.

- ★ Internship and volunteer experience matters. Figure out how best to capture these experiences and skills in your résumé, letters and interviews.
- ★ Think creatively. Want to be an accountant? A lawyer? Chances are, there's a job for your desired profession in several agencies and across the world – 84% of all federal jobs are located outside of the Washington, D.C., area.
- ★ Know who does the hiring. The government may be the largest single employer, but each agency does its own hiring. The newly-updated USAJobs site (www.usajobs.opm.gov) provides information on what opportunities are out there.
- ★ Do your research on the different agencies and then target your job search. Agencies in the executive branch range in size from 100 staff to over 300,000, and each has its own mission and locations. For more details about each agency, check their Web sites or the U.S. Government Manual at www.gpoaccess.gov/gmanual/browse-gm-04.html.
- ★ Schedule a meeting with your school's career services office and pay attention to agency information sessions and job fairs – use these as opportunities to network.
- ★ Keep a file with copies of all of your awards, transcripts, writing samples and a current résumé. Being prepared will make the application process much easier.
- ★ Sell yourself! The application process may appear daunting at first, but the agencies just want to make sure they find the best people for the jobs. Use it as an opportunity to show the government who you are and what you've got!
- ★ Patience is a virtue, and no news may be good news. The federal application process typically takes longer than the private sector, but this does not mean that you're out of the running. Sit tight and apply early.
- ★ Follow up! If you need to make a decision but haven't heard back, call the agency contact.
- ★ Finally, be sure to print out a copy of *Red, White and Blue Jobs: Finding a Great Job in the Federal Government* for more detailed information and pointers on applying for a federal internship or job. Visit www.calltoserve.org to download and print free copies.



Find out what federal employees think are the best federal workplaces overall and in specific categories like work-life balance, as well as the best organizations according to young people and minorities. Visit www.bestplacestowork.org for a comprehensive ranking of federal executive branch organizations. The site is a joint effort of the Partnership and the Institute for the Study of Public Policy Implementation and is based on a survey of over 100,000 federal employees.

www.bestplacestowork.org

Sites That Can Help You Find and Apply for a Federal Job

USA Jobs

www.usajobs.opm.gov

USA Jobs is the government's official job posting site. Start your federal job search here!

- ★ Matches your skills and interests to government careers and sends you regular email messages when positions that meet your criteria are posted
- ★ Allows you to create a résumé suitable for most federal job applications and stores it for applying to multiple agencies
- ★ Highlights hard-to-fill positions and lets you see which agencies have a large number of openings
- ★ Tracks the status of applications you submitted

Student Jobs

www.studentjobs.gov

- ★ Serves as a one-stop shop for information on government agencies offering employment opportunities for current students
- ★ Offers a “résumé builder” that helps you create and store a resume for applying to federal jobs
- ★ Provides links to agency home pages and student employment information pages

Monster Public Service publicservice.monster.com

- ★ Offers tips on applying for federal jobs and internships, as well as profiles of public servants
- ★ Allows users to search job openings by keyword, location and job category
- ★ Offers a free weekly e-newsletter, “Monster Public Service News,” that contains updates on federal openings, hints, tips on applying and more



MAKING A DIFFERENCE

Laura Hatch

Stakeholder Manager
Transportation Security Administration

One of the lessons of September 11th was that airport security needed serious reform to prevent future airborne attacks. With nearly 15,000 airports across the country serving well over 600 million passengers every year, the task of strengthening airport security requires a high degree of coordination and cooperation between the public and private sectors.

Laura Hatch is making sure that the Transportation Security Administration works effectively with airlines and airport owners on these challenges.

While in college, Hatch developed skills in communication by studying elementary education. Far from the academy, she has drawn on this skill to develop a training class for airline personnel. Her work helps ensure that the flying public's experience is convenient and safe.

“Working for the government in this environment and especially with TSA, and our focus on security for our traveling citizenry, is extremely rewarding. On a daily basis, I know that I am directly contributing to the safety of our country.”

- LAURA HATCH

The Key to Finding the Right Internship: Do Your Homework!

★ Did You Know...

Part of the National Park Service's (NPS) mission includes keeping Americans safe in public spaces. The Special Forces Branch of the NPS includes the Special Weapons and Tactics (SWAT) Team, Motorcycle, Aviation and Canine Units. SWAT officers work on a range of high-risk scenarios, including snipers and hostage situations.

Like any workplace you might be considering, a trial run is the best way to find out if the federal government is for you. But interning is not just a chance for you to test-drive the job – the internship also gives the agency a chance to see if it wants to offer you a full-time job when you graduate. In some programs, you can even earn school credit while interning during the summer or the school year.

★ Start with a general search to learn about the wide variety of opportunities:

- www.calltoserve.org
- www.studentjobs.gov
- www.students.gov
- www.usajobs.opm.gov

★ Next, research the agencies whose missions interest you most – sometimes agencies only publicize internships on their own Web sites.

★ Check out the many organizations that help place students in federal internships and jobs. Download *Red, White and Blue Jobs* at www.calltoserve.org to learn more.

Many of the intelligence agencies offer cooperative learning arrangements, summer jobs and other targeted opportunities. Check out www.intelligence.gov for the relevant links, and refer to page 20 for general tips on finding internships and jobs. Below are descriptions of two intelligence community-wide programs for promising students.

★ **The Pat Roberts Intelligence Scholars Program** provides scholarships ranging from \$25,000 to \$50,000 to undergraduate and graduate students in appropriate areas of study in exchange for a service commitment upon graduation.
www.cia.gov/employment/jobs/college_students.html

★ Established by the Intelligence Reform and Terrorism Prevention Act of 2004, the **Intelligence Community Scholarship Program** is designed to recruit and prepare students for civilian careers in the intelligence community to meet the critical needs of the intelligence community agencies. Scholarship recipients will be required to work for the agency for 24 months for each academic year for which a scholarship is provided.



Student Loan Repayment

Federal agencies were authorized in 2001 to provide student loan repayment assistance to top candidates and employees. In 2003, 24 agencies participated, and more than 2,000 individuals benefited from a total of over \$9 million in loan repayment aid. Each individual can receive up to \$10,000 a year in loan repayment assistance, capped at \$60,000 for a three-year commitment.

Learn more about the federal government's student loan repayment assistance at www.opm.gov/oca/PAY/StudentLoan



Call to Serve has developed a collection of easy-to-use materials for job seekers and career services offices about job opportunities in the federal government. Our flagship handbook, *Red, White and Blue Jobs: Finding A Great Job in the Federal Government*, will provide you with information about federal government employers as well as the how and why to work for Uncle Sam. Download the entire *Red, White and Blue Jobs* library and other resources, or order copies today at www.calltoserve.org.



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