

**Work at the U.S. Department of State on the formulation and negotiation of international climate change policy.**

The Office of Global Change is looking for strong candidates to fill a climate negotiator position. We support the U.S. Special Envoy for Climate Change in leading international negotiations under the UN Framework Convention on Climate Change, the Major Economies Forum, and other international bodies. We shape the development and implementation of climate change and energy partnerships, including the Clean Energy Ministerial launched by the Major Economies Forum, as well as efforts on adaptation and land-use cooperation.

Work in a fast-paced and high-profile environment. Our work is demanding, intellectually challenging, and requires international travel.

Please note that we are soliciting interest in this position at this time, not accepting formal applications. Formal applications for U.S. Federal Government employment must be submitted through <http://www.USAJobs.gov> once the position is announced.

**Responsibilities:**

- Negotiate on behalf of the United States in international negotiations related to climate change.
- Help formulate and implement U.S. government policy on international climate change and related issues.
- Lead interagency preparations for international climate change and related negotiations.
- Draft memos, speeches, and talking points relating to policy and strategy.
- Develop proposals for shaping international and bilateral programs; helps ensure that the use of funds advances policies and objectives.

**Qualifications:**

- Excellent interpersonal and oral communication skills.
- Ability to write clearly and succinctly under time pressure.
- Strong organizational skills and attention to detail.
- Ability to reliably deliver on multiple priorities under tight deadlines.
- Ability to operate significantly under own initiative, crafting proposals and policy recommendations with minimal guidance.
- Academic background and experience in public policy, economics, and environmental and/or energy issues.
- Strong team player who is eager to help resolve crises as they emerge.
- Ability to work with a wide variety of actors, including policymakers, representatives of other governments, business and the non-governmental community.

The ideal Candidate would:

- Have an education and/or background in climate change or related issues
- Have experience in, or exposure to, international negotiations.

This position will be filled at the GS-12 to 14 level, depending on experience.

Please send resume and short, policy-oriented writing samples to: Anne Kolker (KolkerAK@state.gov)