

[E-BOOK] Insider's Guide to Finding a Job in Washington: Contacts and Strategies to Build Your Career in Public Policy

## **Insider's Guide to Finding a Job in Washington: Contacts and Strategies to Build Your Career in Public Policy**

*Bruce Maxwell*

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**Bruce Maxwell : Insider's Guide to Finding a Job in Washington: Contacts and Strategies to Build Your Career in Public Policy** before purchasing it in order to gauge whether or not it would be worth my time, and all praised Insider's Guide to Finding a Job in Washington: Contacts and Strategies to Build Your Career in Public Policy:

6 of 6 people found the following review helpful. Good overview of policy + helpful contact info By A Customer As a recent college graduate from Pennsylvania, I was lured to the DC area by the prospect of securing a job in a city with an above-average economy. However, like any young adult embarking on a first career, my knowledge of applying to jobs was negligible, especially concerning the DC job market. As a result, I bought this book in the hopes of learning more about the types of jobs that are available in this city. In short, the book did not disappoint me. By reading the book, I was able to expand my knowledge of public policy, an area that many students often do not explore. The book showed me that you do not need a public policy degree to secure a job in this city; you just need decent grades, some small internships (not necessarily in DC), and lots of motivation. The early pages of the book introduce you to the public policy field, the art of writing resumes and cover letters, and the skills involved in phoning and interviewing with prospective employers. These first 30 pages could apply to nearly any type of job, but the book moves on to provide about 14 useful contacts and search engines for finding a DC internship and about a couple hundred contacts

for full-time jobs in Congress, federal agencies and departments, interest groups and think tanks, trade associations and labor unions, and the news media. With a chapter (and corresponding profile of actual employees) devoted to each type of public policy job, you learn the pros and cons of each type, thereby allowing you to eliminate certain jobs and to focus on securing job offers that are more suitable to your interests. Overall, the book is one of the most informative about public policy, but I do offer a few tips to future readers. First, narrowing your job search to the more appealing types of organizations that offer policy jobs is smart, but do not be too selective. After all, the current economy, even in DC, is tough for job seekers, and your first DC job probably will not be the "perfect" fit; instead, it will be a good fit. (I secured a good position at a trade association that I never thought I would work at, but the work, people, and pay are great.) Second, when using the contact information provided by the book, be sure to first verify it at the organization's website. This book was published in 2000, so the names of many contact persons have changed since then. Finally, although the book provides two examples of vacancy announcements for the federal government, it does not include any examples of KSAs. It does include a couple examples of resumes that are suitable for jobs outside the government, but if these resumes were real, their applicants would not even be interviewed because the resumes are so short and unimpressive. 3 of 4 people found the following review helpful. Take DC by storm !By R. Jones This book is great. If you're looking to get your feet wet in DC, or make it a career this book is informative, easy to read and helpful. It untangles the web and labyrinth of DC organizations, political organizations and the city. Easy to understand chapters break it down, and make it simple. Highly recommended for the 'off the turnip truck' intern or the seasoned professional coming to DC.

For the Washington job-seeker who wants to make an impact in public policy, here's an essential source on how to get that first job, internship, or make that lateral move to help launch one's career. Only CQ could provide a book as rich with the specialized information the Washington job-seeker needs: -- How job hunting in Washington really is different-- How to prepare oneself before making that first trip or phone call-- What and where the policy positions are in government, the private sector, and the media-- The essentials of resume writing, cover letters, interviewing, and networking. Written specifically for students and the counselors and placement officials who guide them, CQ's Insider's Guide to Finding a Job in Washington is the only job-search guide that focuses exclusively on public-policy careers. It is full of the most current information about who does what where, so job seekers -- especially first-time job seekers -- can get an overview of the maze of Washington policy-making institutions ... clarify what they want to do and for whom ... and come up with an effective and realistic plan to get the job. Complete with contact information plus interviews with influential policy-makers on how they got their first Washington jobs, CQ's Insider's Guide to Finding a Job in Washington is the only reference students need to find the jobs they've always wanted ... the jobs that allow them to make a contribution ... the jobs with real growth opportunities. CQ's Insider's Guide to Finding a Job in Washington combines the precise information of CQ's celebrated Washington Information Directory with the job-winning strategies and keen advice of the best job-search guides. Whether looking for that first job in Washington, or looking to move to a more exciting entry-level opportunity, this is the book that guides job-seekers step-by-step to where they want to be.