

Ivybridge Community College

Career of the Week



Spring Term

Job Title: Diplomatic Service Officer

Salary: £35,000 - £47,000 (experienced)

Working Hours: 37 - 40 hours per week. You could work 'on call', and may be required to attend evening / weekend events which could involve travel abroad. After your Degree you could apply to join a Graduate Internship or Training Scheme with the Diplomatic or Civil Service. An interest in other Countries / Politics / Cultures / Languages could be useful.

How Can I Get There? / Routes of Entry:

- Sixth Form
- College
- University (useful Degrees: International Relations, History, Politics, Degrees with Languages)

Local Providers:

- Ivybridge Community College and other Sixth Forms
- Exeter College
- Universities at Bath, Bristol and Exeter

Skills Required:

- To be thorough and pay attention to detail - you could monitor overseas events and process Visa applications
- The ability to work well with others - you could give support to UK citizens abroad.
- To be flexible and open to change
- Sensitivity and understanding
- Patience and the ability to remain calm in stressful situations
- Knowledge of English or other Languages – you could help to develop Policies towards different Countries
- Excellent verbal communication skills - you could handle queries and give advice
- You will need to pass Civil Service Nationality and Security requirements

Local Employers:

- UK Civil Service
- Foreign, Commonwealth and Development Office

Progression:

With experience, you could specialize in particular Languages and get postings overseas. You can apply for a Fast Stream Graduate programme and become a Senior Manager within the Diplomatic Service.