



Quick Guide to Employment in the D.C. Area

Identify Your Skills and Employment Goals

- Start setting goals for future employment options. What do you need to do now for future employment in the U.S. and at your next overseas assignment?
- What is your plan A, B and C? And where do you want to be in 2, 5 and 10 years? What skills do you need to focus on while in the U.S. to make you more marketable in the future?
- Watch a video on useful employment strategies when returning to the U.S. at youtu.be/5z9eOXdLjx4.

Conduct Pre-Departure Research

- Begin searching for job opportunities *before* you leave post.
- Global Employment Advisors (GEAs) can provide private sector and federal employment resume support and guidance: GEI@state.gov.
- Visit the Family Member Employment pages on the FLO website for employment resources: www.state.gov/flo/employment.
- Watch FLO's employment webinars. They cover topics such as using social media to find employment, the NCE Registry and understanding the federal job application process: [FLOGlobal Webinars@state.gov](mailto:FLOGlobalWebinars@state.gov).
- Apply for the Foreign Service Family Member Reserve Corps (FSFRC) during an enrollment period applicable to you: www.state.gov/m/dghr/flo/c71288.htm.

Sign-Up to Receive the The Network Job Postings

- *The Network* is an email subscription service designed to connect family members with federal hiring managers and private sector employers.
- To subscribe to the *The Network*, send an email with your personal email address and employee sponsor's name and agency affiliation to FLONetwork@state.gov.

Build Your Network and Market Research

- Before leaving post, build a list of post, bureau and former employment contacts. Reach out to them when you begin your job search.
- Create a LinkedIn profile and use social media sites for job searching and networking.
- Contact your GEA for more networking tips: GEI@state.gov.
- Explore private sector contractors and non-government organizations to broaden your employment options.
- Watch the DC-based Global Employment Advisor talk about returning to DC at youtu.be/5z9eOXdLjx4.

Learn About Non-Competitive Eligibility (NCE) and the Federal Hiring Process

- If you are currently working in a U.S. Mission and are interested in employment with the federal government, earning NCE can boost your prospects for employment.
- For further information on NCE visit: www.state.gov/m/dghr/flo/c68724.htm.
- Watch the NCE webinar and use the interactive tutorial "The Federal Hiring Process" found on the above webpage.
- Enroll in the NCE Registry and connect with Department of State hiring managers who have open vacancies.
- Hand carry copies of your personnel actions (first and last SF-50s), the most recent EPR (Employee Performance Report, JF-57) and NCE verification letter from HR.

Still have questions? Contact FLO's Employment Team at FLOAskEmployment@state.gov.
Visit FLO's website: www.state.gov/flo/employment