

**U.S. Department of State**  
**Bureau of International Security and Nonproliferation (ISN)**  
**Office of Conventional Arms Threat Reduction (CATR)**

**Background**

ISN/CATR heads the U.S. Delegations to the 40-nation Wassenaar Arrangement General Working Group and Experts Group, to formulate, coordinate, and implement U.S. policy for control or transparency of transfers of conventional weapons and associated technologies. This office focuses upon multilateral export control policies and practices for munitions and related dual-use items and technology. ISN/CATR is responsible for sanctions and interdiction policy for conventional weapons, and acts as chair to the interagency technology transfer working group (TTWG). CATR coordinates and leads development and implementation of U.S. policy on commercial export of remote sensing technology. CATR works closely with the Department of Commerce, Department of Defense, and major U.S. industry representatives, to ensure that sensitive weapons and dual use technologies are protected in partnership with Wassenaar participating states.

**Main Job Duties and Responsibilities**

- Act as an advisor and technical resource to the office, providing expertise in scientific fields related to non-proliferation of conventional weapons systems.
- Serve as the senior technical advisor to the U.S. Delegation to the Wassenaar Arrangement Experts Group (WA EG). The U.S. delegation is responsible to develop export control regulations for cutting-edge dual-use goods and technologies and conventional arms.
- Support the U.S. WA EG Delegation, which requires periodic international and domestic travel. The experts group meets for two weeks, three times a year in Vienna in the fall, spring and summer.
- Work with individual officers or groups of officers in facilitating the coordination of USG technical agencies to develop export control proposals with other State Department offices, administrators and researchers in USG agencies.
- Assist in the development of U.S. proposals for technology controls.
  - Work with several government agencies to identify emerging technologies to consider for adding to the list, and older technologies that may be removed from control.
  - May be asked to chair a variety of international technical working groups to resolve complex technical issues, on behalf of the WA EG Chair.

## **Qualifications/Selection Criteria**

The Office of Conventional Arms Threat Reduction (CATR) seeks a Foster Fellow (FF) for liaison with scientists and engineers in other U.S. Government agencies, U.S industry, and foreign governments and their industry representatives.

Selection will be based on candidates' technical expertise in any relevant area related to mathematics, industrial, electrical, mechanical, or chemical engineering, physics, aero/astronautics, chemistry, or advanced materials.

Selection will also be based on the candidate's interest in working as a generalist over a broad area of technical specialties, as an important team member of a U.S. Diplomatic Delegation.

**U.S. Department of State**  
**Bureau of International Security and Nonproliferation (ISN)**  
**Office of the Coordinator for Threat Reduction Programs (TR)**

**Background**

ISN/TR oversees Department of State (DOS) participation in interagency efforts to coordinate between DOS' threat reduction programs and those of other agencies such as the Department of Energy and Department of Defense. Key initiatives that fall within the office's responsibility include the Nuclear Security Summit, G8 Global Partnership Against the Spread of Weapons and Materials of Mass Destruction (GP), Non-Governmental Organizations (NGOs) Outreach, and Global Effort to Secure All Vulnerable Nuclear Material.

**Main Job Duties and Responsibilities**

- Provide the Coordinator for Threat Reduction Programs, Ambassador Bonnie Jenkins, with scientific/technical advice in biology or chemistry as it relates to security and nonproliferation.
- Monitor and possibly participate in the GP sub-working groups on bio/chem security.
- Attend DOS and interagency meetings pertaining to bio/chem security and provide written and/or verbal summary of discussions.
- Provide ISN/TR with relevant cleared, timely materials in preparation for meetings pertaining to bio/chem security.
- Assist with outreach to relevant NGOs, academic institutions, and think tanks.

**Qualifications/Selection Criteria**

- M.S. in biology, chemistry, or a related field or B.S with practical experience in the field.
- Excellent writing skills.
- Ability to communicate with individuals from various backgrounds and relate this to bio/chem security.