



**Foreign Policy Advisor for Latin America and Global Trade
Department of Justice, Peace and Human Development**

Job Summary: The Foreign Policy Advisor serves the U.S. Bishops as a senior advisor on the religious and moral dimensions of U.S. policy toward Latin America and global trade. The Advisor evaluates international developments, analyzes U.S. policy, drafts USCCB policy recommendations and documents, helps educate Catholics and the wider public, and advocates with public officials to promote the USCCB's international priorities. Working under the supervision of the Director of the Office of International Justice, the Advisor serves as a member of a team within the International Office and the Department of Human Development, Justice and Peace. The Policy Advisor maintains relationships with staff of other national and regional bishops' conferences, Catholic Relief Services, and international policy and advocacy organizations, especially ecumenical and interfaith partners.

Qualifications: Bachelor's degree in International Affairs and/or Catholic Social Teaching or related field and five years of related experience required; advanced degree preferred. Also requires: knowledge of the mission and teachings of the Catholic Church, including Catholic Social Teaching; knowledge of major international issues, diplomacy and public policy processes; experience in policy development and advocacy on international issues; excellent written and oral communication skills and relational abilities; and proficiency in Microsoft Word, Excel, E-mail, Internet, etc. Written and oral fluency in Spanish required.

Competitive starting salaries with excellent work environment and fringe benefit package, including free parking.