For more than 60 years, Columbia University's School of International and Public Affairs has been educating professionals who work in public, private, and nonprofit organizations to make a difference in the world. Through rigorous social science research and hands-on practice, SIPA's graduates and faculty strive to improve social services, advocate for human rights, strengthen markets, protect the environment, and secure peace, in their home communities and around the world.


In today's global economy, SIPA students possess the language skills, international perspectives, technical expertise, and hands-on professional experience that enhance any organization in the public, private, and nonprofit sectors. By recruiting at SIPA, you will also gain access to our alumni network, which consists of more than 16,000 alumni working in 155 countries around the globe.

This guide provides an overview of SIPA and outlines our recruitment policies in order to ensure that your recruitment needs are met. We encourage you to review the recruitment guidelines so that you are aware of the services available to you through the Office of Career Services (OCS).

We look forward to partnering with you.

Sincerely,
John H. Coatsworth
Dean
Since the creation of the Master of International Affairs (MIA) program in 1946 and the Master of Public Administration (MPA) in 1977, both degrees have undergone a transformation that reflects the changing global environment. Today, there is much more in common between the two degrees than in the past. Currently, both the MIA and MPA programs require that students complete a set of core requirements, with the MIA core tending toward a more global approach and the MPA core focusing on policy processes and implementation at a national or local level within an international context. In addition to the core requirements, both MIA and MPA students gain in-depth knowledge of a policy concentration and take additional course work in a specialization of their choosing. Students can choose to pursue a Regional Specialization, through courses offered by one of the Regional Institutes.

## MIA and MPA Curricula

### Conceptual Foundations of International Politics or Politics of Policymaking
- Economics
- Statistics

### Public or Nonprofit Management
- Financial Management
  (Accounting, Budgeting, or Economics of Finance)

### Internship

### Capstone Consultancy Workshop
  (All MPA and most MIA students)

### Language
  (All MIA and many MPA students)

<table>
<thead>
<tr>
<th>Policy Concentrations (Students choose one)</th>
<th>Specializations (Students choose one)</th>
</tr>
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<tbody>
<tr>
<td>Economic and Political Development</td>
<td>Advanced Policy and Economic Analysis</td>
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<tr>
<td>Energy and Environment</td>
<td>Applied Science</td>
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<tr>
<td>Human Rights</td>
<td>International Media, Advocacy, and Communication</td>
</tr>
<tr>
<td>International Finance and Economic Policy</td>
<td>International Organizations</td>
</tr>
<tr>
<td>International Security Policy</td>
<td>Management</td>
</tr>
<tr>
<td>Urban and Social Policy</td>
<td>Regional: Africa; East Asia; Europe; Latin America; Middle East; Russia, Eurasia, and Eastern Europe; South Asia; United States</td>
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</tbody>
</table>

### Core Skills

<table>
<thead>
<tr>
<th>Core Skills</th>
<th>Description</th>
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<tbody>
<tr>
<td>Analytical</td>
<td>Policy and institutional analysis; capstone consultancy workshops that apply critical thinking skills to client projects</td>
</tr>
<tr>
<td>Quantitative</td>
<td>Economic and quantitative analysis, statistics, budgeting, accounting, and finance</td>
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<tr>
<td>Management</td>
<td>Course options in public and financial management, operations management, and decision models and management; experience leading teams on client projects</td>
</tr>
<tr>
<td>Multicultural Communications</td>
<td>Curriculum requires collaboration within multicultural teams in the development of practical solutions to international policy challenges</td>
</tr>
</tbody>
</table>
Hiring Organizations

**Public Sector**

**Multilateral Organizations**
- European Union
- Inter-American Development Bank
- International Finance Corporation
- International Monetary Fund
- Organisation for Economic Co-operation and Development
- United Nations Children's Fund
- United Nations Development Programme
- United Nations Environment Programme
- World Bank

**U.S. Government**
- Central Intelligence Agency
- Defense Intelligence Agency
- Federal Reserve Bank of New York
- Millennium Challenge Corporation
- U.S. Agency for International Development
- U.S. Department of Defense
- U.S. Department of Energy
- U.S. Department of Homeland Security
- U.S. Department of Housing and Urban Development
- U.S. Department of State
- U.S. Environmental Protection Agency
- U.S. Government Accountability Office
- U.S. International Trade Commission
- U.S. Office of Management and Budget

**State/Local Governments**
- California Air Resources Board
- Los Angeles Homeless Services Authority
- NYC Department of Consumer Affairs
- NYC Economic Development Corporation
- NYC Office of Management and Budget
- NYC Small Business Services
- NY State Public Management Institute
- Office of Mayor Michael Bloomberg
- The Port Authority of NY & NJ

**Foreign Government**
- Central Bank of Iran
- Central Bank of Sudan
- China Banking Regulatory Commission
- Government Housing Bank, Thailand
- Japan Bank for International Cooperation
- Ministry of Development, Spain
- President of Afghanistan

**Private Sector**

**Consulting**
- Abt Associates Inc.
- Accenture
- Booz Allen Hamilton
- Booz & Company
- Boston Consulting Group
- Chemonics
- Deloitte Consulting
- Development Alternatives Inc.
- Ernst & Young
- Eurasia Group
- ICF International
- Kinetix
- KPMG
- London Economics International
- Malcolm Pirnie
- McKinsey & Company
- PricewaterhouseCoopers

**Energy**
- BP
- Chevron
- China National Offshore Oil Corporation
- Con Edison
- Ecorenergy International
- Ecosecurities
- Energy Intelligence Group
- Evolution Markets
- ExxonMobil
- GE Energy Financial Services
- Natsource
- Poten & Partners
- Shell
- SolFocus
- TFS Energy

**Financial Services**
- Bank of America
- Bank of New York Mellon
- Barclays
- BNP Paribas
- Citi
- Credit Suisse
- Deutsche Bank
- Fitch Ratings
- Goldman Sachs
- HSBC
- Jefferies
- JPMorgan Chase
- Merrill Lynch
- Moody's Investors Service
- Morgan Stanley
- Société Générale
- Standard & Poor's
- UBS

**Media/Communications**
- ABC News
- Associated Press
- Bloomberg
- BusinessWeek
- CNBC
- CNN
- Conde Nast Publications
- Dow Jones
- Economist Intelligence Unit
- National Public Radio
- Newsweek International
- Time Warner

**Business**
- DKNY
- Dyncorp
- Estée Lauder
- Google
- IBM
- Microsoft
- Mitsubishi Corporation
- NBA
- Oracle
- PepsiCo
- Pfizer

**Nonprofit Sector**

**Development**
- Academy for Educational Development
- Accion International
- Acumen Fund
- CARE
- Catholic Relief Services
- CHF International
- Church World Service
- Constella Futures
- FINCA International
- Grameen Bank
- Innovations for Poverty Action
- Populations Services International
- Seedco
- Women's World Banking

**Environment**
- Carbon Fund
- Conservation International
- Green Cross
- National Resources Defense Council
- NYC Audubon Society
- Rainforest Alliance
- WaterAid
- The Wilderness Society
- World Conservation Union
- World Resources Institute

**Foundations/Institutions**
- Bill and Melinda Gates Foundation
- Carnegie Corporation of New York
- Citi Foundation
- Clinton Foundation
- Ford Foundation
- Rockefeller Foundation
- The Pew Charitable Trusts
- Trace Foundation

**Human Rights/Humanitarian Affairs**
- American Jewish World Service
- Human Rights in China
- International Committee of the Red Cross
- International Rescue Committee
- Mercy Corps
- Oxfam
- Refugees International
- Search for Common Ground
- Witness

**Public Interest/Advocacy**
- Homes for the Homeless
- Interfaith Worker Justice
- International Labor Rights Fund
- National Organization for Women
- Open Society Justice Initiative
- Organization of American States
- The Salvation Army
- United Neighborhood Houses of New York
- US-ASEAN Business Council

**Think Tanks/Research**
- Brookings Institution
- Center for American Progress
- Council on Foreign Relations
- The Inter-American Dialogue
- National Committee on American Foreign Policy
- National Democratic Institute
- RAND Corporation
- Security Council Report

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Employment by Sector

- 40% Private
- 35% Public
- 25% Nonprofit

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- Energy
- Financial Services
Recruiting at SIPA

Services for Employers
The Office of Career Services (OCS) will work with you to develop a customized recruiting strategy for your organization, which can include:

Employer Information Sessions
Information Sessions provide valuable promotional visibility for your organization and the opportunity to meet talented SIPA students and learn about SIPA and its programs. Employers send a representative, such as a SIPA alumnus/a, senior executive, or human resources personnel, to conduct a presentation on their organization’s history, culture, and structure, typical career paths, and graduate-level internship and job opportunities.

The majority of presentations are held from September to early December, and from late January to late April.

Site Visits
OCS can arrange for SIPA students and/or alumni to visit organizations based in New York City or Washington, D.C.

On-Campus Interviews
On-campus interviews are the most convenient way for employers to interview multiple SIPA students. OCS will arrange interview rooms and assist you with interview scheduling. The entire on-campus recruitment process usually takes four to six weeks. We generally suggest allowing at least two weeks for students to apply through SIPAlink. After posting the position on SIPAlink, you will be able to view the applications online and select which students you wish to interview.

Working with SIPA Students
The internship requirement and Capstone Consultancy Workshops are two components of SIPA’s curriculum that allow employers to utilize SIPA students’ talents.

Internships
Hiring a SIPA intern is a great way to get to know the quality of our students. SIPA students are required to fulfill an internship requirement. Most fulfill this requirement during the summer, but some students participate in New York City–based internships during the fall and spring semesters.

Capstone Consultancy Workshops
The Capstone Consultancy Workshops apply the practical skills and analytical knowledge learned at SIPA to real-world issues. Students are organized into small consulting teams and assigned a substantive, policy-oriented project with an external client. Student teams, working under the supervision of a faculty expert, answer a carefully defined problem posed by the client. Each team produces an actionable report and an oral briefing of its findings at the conclusion of the workshop designed to translate into real change on the ground. For more information on workshops: http://sipa.columbia.edu/academics/workshops

Recruitment Guidelines
Offers
When making an offer, please adhere to the following:

• Offers must remain open until December 31 or for a minimum of four weeks, whichever is later. Offers extended after February must remain open for at least two weeks.

• The hiring organization makes interview selections within two weeks of interviews.

• Offers made to students who completed summer internships at your organization must remain open until early November.

• The terms of an offer must remain unchanged until the expiration date. Incentives encouraging students to commit before the deadline are allowed, as long as they are small relative to the overall value of the offer.

Additional Recruiting Guidelines
• Please adhere to all deadlines. This will provide students with adequate time to submit resumes and sign up for interview time slots.

• We would also appreciate if you would share your hiring decisions with us so that we may track the career progress of our students.

• SIPA students have been told that reneging on offers is a serious breach of ethics and are urged to release offers they do not plan to accept. As a liaison between students and employers, OCS should be contacted if any problems arise.

• It is also expected that hiring organizations will honor all offers, or contact OCS if a problem arises.

Contact Information
If you are interested in recruiting at SIPA, please contact the Director of Employer Relations at 212-854-4654 or siparecruiting@columbia.edu.
Directions and Contact Information / Other Programs

Other Degree Programs Offered at SIPA

**MPA in Development Practice**
The MPA in Development Practice incorporates perspectives from agriculture, environmental and climate sciences, economics, engineering, health, nutrition, political science, and technology in the design, implementation, and management of effective sustainable development policies. This globally based program combines rigorous education at SIPA with hands-on learning in leading development organizations around the world. For more information: www.sipa.columbia.edu/mdp

**MPA in Environmental Science and Policy**
The MPA in Environmental Science and Policy combines Columbia University’s hands-on approach to teaching public policy and administration with pioneering thinking about the environment. This twelve-month program is jointly sponsored by SIPA and the Earth Institute at Columbia University. For more information: www.columbia.edu/cu/mpaenvironment

**The Program in Economic Policy Management (PEPM)**
The Program in Economic Policy Management provides mid-career professionals and policymakers with the skills to effectively design and implement economic policy, emphasizing the problems of developing and transition economies. Students who complete the fourteen-month program are awarded the Master of Public Administration (MPA). For more information: www.sipa.columbia.edu/pepm

**The Executive Master of Public Policy and Administration (EMPA)**
The EMPA program is designed for the experienced professional who is looking for a top-quality graduate program but is unable to pursue full-time study. The program, which can be completed in either two or three years, incorporates the broad questions of public affairs and the specific analytic and communication skills of management and policy analysis into its curriculum. For more information: www.sipa.columbia.edu/empa

**PhD in Sustainable Development**
The PhD in Sustainable Development combines elements of a traditional education in social sciences, particularly economics, with significant training in the natural sciences. The program’s graduates are uniquely qualified to undertake serious research and policy assessments to deal with some of the most crucial problems in the developing world. For more information: www.sipa.columbia.edu/phd

Map and Directions

Visitor Information
The School of International and Public Affairs is located at 420 West 118th Street between Amsterdam Avenue and Morningside Drive. The Office of Career Services is located in Room 420 on the fourth floor, which is at street level.

By New York City Public Transportation
Five bus lines (M4, M5, M11, M60, M104) and one subway line (the #1) serve the Columbia neighborhood. The M60 bus is a direct link between campus and LaGuardia Airport. The Columbia stop is 116th Street. Note that if you take the express trains #2 or #3 uptown, you must transfer to the #1 local at 96th Street. The #2 and #3 trains do not stop at Columbia University.

By Train or Bus
Trains to New York arrive at Grand Central Station or Pennsylvania Station, while buses stop at the Port Authority Bus Terminal. Visitors arriving at these stations can take either public transportation or a taxi north to the campus.

For more detailed transportation and hotel details, please see: http://www.sipa.columbia.edu/about_sipa/visitor_info.html

Contact Us

**Director of Employer Relations**
siparecruiting@columbia.edu
212-854-4654

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Photography: Eileen Barroso, Peter Freed, Alan S. Orling, Susan Sermoneta