

THE AI-ENABLED EMBASSY

Practical AI capability for foreign mission personnel

One-Day Applied Program | Open Enrollment | In Person
| Washington, D.C.



Use artificial intelligence to work faster, prepare better, and strengthen mission capability - without compromising judgment or information security.

Program Overview

Artificial intelligence is changing how professionals research, prepare, communicate, and manage information. For foreign missions, the opportunity is significant - but effective use requires more than access to an AI platform.

The AI-Enabled Embassy is a practical, hands-on program designed specifically for embassy personnel who want to use AI responsibly and effectively in everyday work. Participants learn how to apply AI to realistic diplomatic tasks, evaluate its output critically, protect sensitive information, and create repeatable workflows that can save time and improve the quality of mission work.

This is not a course about the future of AI. It is about how to use it effectively tomorrow.

WHAT PARTICIPANTS WILL LEARN

- Apply AI to research, briefing, drafting, meeting preparation, and other embassy tasks
- Develop stronger prompts and improve results through structured iteration
- Verify AI-generated output and recognize hallucinations, weak sourcing, and missing context
- Determine which tasks and information are appropriate - or inappropriate - for AI assistance
- Build repeatable AI-enabled workflows for recurring responsibilities
- Maintain appropriate human oversight, judgment, and accountability

WHY THIS PROGRAM MATTERS

AI adoption inside a mission can be uneven. One officer may use it effectively, another may avoid it entirely, and a third may rely on it without adequate verification or information-sensitivity controls.

The program helps participants understand when to use AI, how to use it well, and when human judgment must remain in control.

It complements - rather than replaces - AI, technology, security, or ethics policies established by the participant's home government.

What the Participant Takes Back to the Mission

EMBASSY AI WORKFLOW PLAYBOOK

Participants leave with reusable prompt structures, verification and quality-control checklists, responsible-use decision guidance, workflow templates, and three AI-enabled workflows developed around their own responsibilities.

A One-Day Working Program

The course is built around practical exercises rather than technical theory. Participants should bring a laptop and be prepared to work through realistic embassy-oriented tasks. No programming background is required.

MORNING - USE AI EFFECTIVELY AND RESPONSIBLY

- AI as a diplomatic productivity tool
- Prompting for better professional results
- Verification, sourcing, and quality control
- Information sensitivity, privacy, and responsible use

AFTERNOON - PUT AI TO WORK ON EMBASSY TASKS

- Embassy workflow labs
- Human + AI: deciding what to automate, assist, review, or retain
- Building repeatable workflows
- Implementation lab: create three workflows to take back to the mission

Who Should Attend

Designed for embassy personnel who regularly research, prepare, communicate, coordinate, or advise, including political and economic officers; trade and investment personnel; public diplomacy and communications staff; ambassadorial and executive-office personnel; consular and administrative staff; policy and research personnel; senior locally engaged staff; and section heads responsible for productivity or modernization.

VALUE TO THE SPONSORING MISSION

- Faster preparation of routine research and briefing materials
- More consistent and disciplined use of AI across personnel
- Reduced risk from inappropriate or unverified AI use
- Reusable workflows that can be adapted across embassy sections
- Greater staff capacity without requiring additional personnel

PROGRAM DETAILS

Date: Tuesday, October 27, 2026

Location: Washington, D.C.

Format: In person; highly interactive

Duration: One full day

Delivery: Open-enrollment cohort

Requirement: Laptop computer

Recognition: Bonvalet Academy Certificate of Completion

Enrollment

INDIVIDUAL ENROLLMENT

\$895

One participant; full program, materials, playbook, workflows, and certificate.

EMBASSY TEAM ENROLLMENT

\$2,385 for three participants

\$795 per participant - save \$300. Recommended for complementary personnel who want to build shared AI practices across the mission.

BUILD CAPABILITY - NOT JUST AWARENESS

Put AI to work in your mission responsibly, practically, and immediately. Register through the Bonvalet Academy course catalog or contact Bonvalet Academy for enrollment assistance.