



SPONSOR INFORMATION BRIEF

The AI-Enabled Embassy

Practical AI Capability for Foreign Mission Personnel

October 27, 2026 | Washington, D.C. | In Person

One-Day Applied Program | Open Enrollment

Program Purpose

Artificial intelligence is rapidly 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, one-day professional-development program designed specifically for personnel serving in foreign diplomatic missions.

The program helps participants use AI more effectively in everyday embassy work while maintaining appropriate human judgment, verification, information sensitivity, and compliance with their home government's policies.

This is not a technical course and does not require programming experience.

Why Sponsor Participation?

Embassy personnel increasingly encounter AI in research, briefing, communications, stakeholder preparation, analysis, and administrative work.

Without structured training, adoption can be inconsistent: some personnel may underuse available tools, while others may rely on them without adequate verification or awareness of information-security concerns.

The program helps missions build a more disciplined approach to AI use by developing personnel who understand:

- Where AI can meaningfully improve productivity
- How to generate more useful and reliable AI output
- When AI-generated information must be verified
- Which tasks or information may be inappropriate for AI systems
- Where human judgment and accountability must remain central
- How successful AI use can be converted into repeatable workflows

The course complements – not replaces – AI, technology, security, or ethics policies established by the participant's home government.

What Participants Will Learn

Participants will learn how to:

- Apply AI to research, briefing, drafting, meeting preparation, and other embassy tasks
 - Develop stronger prompts and improve results through structured iteration
 - Identify hallucinations, weak sourcing, missing context, and other AI-output risks
 - Apply information-sensitivity considerations before using an AI tool
 - Determine which parts of a task should be automated, assisted, reviewed, or performed entirely by a person
 - Create repeatable AI-enabled workflows for recurring responsibilities
 - Maintain appropriate human oversight and professional judgment
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Applied Learning

The program is designed as a working session rather than a lecture.

Participants will bring laptops and work through realistic embassy-oriented exercises involving activities such as:

- Preparing for senior-level meetings
- Researching unfamiliar stakeholders
- Developing briefing materials
- Summarizing complex information
- Refining correspondence and outreach
- Supporting analysis and decision preparation
- Organizing recurring information and reporting tasks

No classified, restricted, sensitive, or protected embassy information is required or should be used during the program.

What the Participant Takes Back to the Mission

Each participant leaves with an:

- Embassy AI Workflow Playbook
- The playbook includes:
 - Responsible-use decision guidance
 - Reusable prompt structures
 - Verification and quality-control checklists
 - Workflow-design templates
 - Practical approaches for human review and oversight

Three AI-enabled workflows developed around the participant's actual responsibilities

The objective is for participants to return to their mission with practical tools they can begin applying immediately.

Value to the Sponsoring Mission

Sponsoring participation can help the mission:

- Increase staff productivity and reduce time spent on repetitive knowledge work
- Improve the quality and consistency of AI-assisted work
- Reduce risk associated with inappropriate or unverified AI use
- Strengthen staff understanding of responsible AI practices
- Create reusable workflows that can be adapted across embassy sections
- Increase organizational capacity without adding personnel

The program is designed to produce both **individual professional development and practical institutional value**.

Who Should Attend

The program is appropriate for 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 personnel
- Policy and research staff
- Senior locally engaged personnel
- Section heads responsible for staff productivity or modernization

No technical or programming background is required.

Program Details

Date: Tuesday, October 27, 2026

Format: In-person, highly interactive

Location: Washington, D.C.

Duration: One full day

Delivery: Open-enrollment diplomatic cohort

Participant requirement: Laptop computer

Materials: Participant workbook, templates, and digital tools

Recognition: Bonvalet Academy Certificate of Completion

Additional information regarding the venue, Metro access, parking, arrival procedures, and participant preparation will be provided to confirmed registrants before the program.

Enrollment

Individual Enrollment

\$895 per participant

Includes the full one-day program, participant materials, digital tools, Embassy AI Workflow Playbook, development of three AI-enabled workflows, and certificate of completion.

Embassy Team Enrollment

\$2,385 for three participants

\$795 per participant – \$300 savings

The team option is particularly useful for missions seeking to develop more consistent AI practices across multiple embassy functions.

For Training Approval

The following language may be used or adapted for internal approval:

Purpose: Professional development focused on responsible and practical application of artificial intelligence to embassy research, briefing, communication, analysis, and workflow productivity.

Expected organizational benefit: Participant will return with practical AI-use frameworks, verification and responsible-use tools, and three reusable AI-enabled workflows that can be applied to current mission responsibilities.

Training provider: Bonvalet Academy

Program: The AI-Enabled Embassy

Date: October 27, 2026

Location: Washington, D.C.

Duration: One day

Build Capability – Not Just Awareness

The AI-Enabled Embassy is designed to help foreign mission personnel use artificial intelligence in ways that improve productivity while preserving the judgment, responsibility, and human relationships at the center of diplomatic work.

To enroll a participant or embassy team, visit the Bonvalet Academy course catalog

(<http://academy.bonvaletgroup.com/>) or contact Bonvalet Academy at (703) 637-0615 ext. 703 for registration assistance.

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