

## **Policy Counsel**

DeFi Education Fund

*Washington, DC*

### **Job Description:**

We are hiring one full-time Policy Counsel. The Policy Counsel will work on novel, complex, and exciting issues in DeFi law and policy. The Policy Counsel will play a leading role in researching, crafting, and conveying the DEF's policy positions and strategy.

As Policy Counsel, you will:

- Lead legal and policy research for the DEF, as well as the drafting of the DEF's policy positions on a proactive basis and in response to proposed rulemakings, relevant requests for comment from governments and organizations around the world, legislative proposals, policy proposals, etc.
- Collaborate with other DEF staff across the organization to amplify and coordinate your work
- Develop and advocate for policy positions on a broad range of issues related to DeFi
- Manage long-term legal projects and policy initiatives, including management of outside counsel
- Conduct legal research and draft memoranda, briefing materials, legislation, and litigation materials
- Track and analyze new legislation, case law, guidance, and rulemaking
- Speak to public audiences about our policy positions, such as on panels and podcasts

The Policy Counsel will work out of our Washington, DC office, with remote work as appropriate. Although advocacy is an important element of our work, this is not a lobbying role, so the Policy Counsel will not be expected to register as a federal lobbyist.

### **Qualifications**

To qualify, you must have:

- Demonstrated passion for and knowledge of DeFi and digital assets more broadly
- Strong understanding of US financial regulation and relevant legal frameworks (and their histories), such as the federal securities, commodities, anti-money laundering, banking, and tax laws
- Excellent research, writing, and verbal communication skills, particularly the ability to distill complex concepts into simple terms and explain them to a public audience
- The self-motivation, confidence, and drive to take ownership of projects and operate with near-complete autonomy
- The ability to succeed as a team player in a fast-paced, unpredictable, and creative environment
- An entrepreneurial spirit, a sense of curiosity, and a high degree of professionalism
- A JD

### **How to Apply**

To apply, please submit the following materials to [careers@defieducationfund.org](mailto:careers@defieducationfund.org):

- Resume
- Writing samples
- Law school transcript
- List of two references

Please include "Policy Counsel" in your email subject line. Your cover letter should be limited to one page and describe your interest in DeFi and why you are qualified for this role. Your writing samples should reflect original research and analysis.

Qualified candidates will be asked to complete a brief timed writing exercise and interview with current staff. Application review will begin immediately, and the position will be filled on a rolling basis.

***Equal Employment Opportunity***

*The DEF is committed to providing a workplace based on equal opportunity where diversity is fostered and different perspectives are valued and freely exchanged. We welcome applications from all qualified candidates without regard to race, ethnicity, religion, sexual orientation, gender, national origin, age, disability, or any other identity or characteristic.*