

## **DeFi Education Fund: Policy Intern**

Position: Policy Intern

Company: DeFi Education Fund

Location: It is preferred that this position can be performed in person in our Washington D.C. office. However, we are flexible on a case-by-case basis for remote work.

About DeFi Education Fund: The DeFi Education Fund's ("DEF") is a policy advocacy group based out of Washington D.C. with a mission to educate policymakers about the benefits of decentralized finance and to achieve regulatory clarity for the DeFi ecosystem. The DEF is nonpartisan and global in approach and orientation. To accomplish its multi-pronged mission, the DEF focuses on research and advocacy efforts in the following areas: policymaker education, thought leadership and research, grassroots advocacy, messaging, legal firepower, and best practices.

Roles and Responsibilities: For Fall 2023, DEF is looking for policy interns who will have the opportunity to work on novel and exciting issues related to DeFi policy. This will be a paid opportunity.

- Report to DEF's Head of Policy and Communications Manager and collaborate with the DEF staff on projects
- Assist in the production of a weekly newsletter that highlights the key DeFi policy developments in all jurisdictions
- Conduct policy research and assist in drafting policy memoranda, briefing materials, policy reports, comment letters, legislation, and litigation materials
- Develop and advocate for policy positions on a broad range of issues related to the DeFi industry
- Assist the Communications team in crafting materials aimed at policymakers and regulators
- Track and analyze new legislation, case law, guidance, and rulemaking
- Conduct administrative tasks for the staff

Qualifications: The ideal candidate will have the following qualifications:

- Enrolled or planning to enroll in an accredited University
- Be familiar and enthusiastic about DeFi and blockchain technology
- Have an understanding of and strong interest in DeFi, cryptocurrencies, policy, and the US political process
- Have excellent attention to detail, organizational skills, and verbal communication skills
- Be a team player

How to Apply: Please send the following documents to [max@defieducaitonfund.org](mailto:max@defieducaitonfund.org)

- Resume
- Cover Letter, 200 word limit
- Two Writing Samples

Please include “Policy Intern Application” in your email subject line. Your writing samples should reflect original research and analysis. Qualified candidates will be asked to complete an interview with a DEF staff member. Application review will begin immediately, and the position will be filled on a rolling basis.

Equal Employment Opportunity: DeFi Education Fund 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.