Policy Research Director
Remote/Research Division/Full-time

Responsibilities

The Policy Research Director will contribute to DDP's mission to provide a wide range of stakeholders with unbiased information and opportunities for collaboration because DDP knows that informed policymakers create better policies. Responsibilities include:

- Track CBDC-related regulatory and legislative activities
- Respond to requests for information on a wide range of digital currency issues, from a broad range of stakeholders including policymakers, economists, business leaders, technologists, innovators, lawyers, academics, and consumer advocates
- Conduct background policy research and analysis to support existing CBDC projects and proposals for new work; synthesize research findings to identify and recommend best practices
- Write and edit policy reports for publication
- Read digital currency-related academic studies and accurately synthesize key findings and policy recommendations for a non-academic audience
- Support DDP pilot analysis and white paper drafting
- Assist with meeting planning, including determining meeting objectives, speaker identification, preparation of background materials and synthesis of conference proceedings
- Contribute to blogs, newsletters and other written products
- Back-end ops: work closely with DDP Operations (i.e. write and edit concept papers, grant proposals)

About You
We seek a self-motivated, detail-oriented, and high-performing Policy Research Director who will support DDP's growing research and education presence. This person will be instrumental to the growth and company culture of DDP. We are looking for:

- Ability to deal with complexity and ambiguity in a dynamic and fast-paced environment
- Excellent research, analytical, and presentation skills; ability to distinguish validity among a wide variety of resources
- Experience determining if policies align with objectives and recognize policy oversights and omissions

- Experience bringing external and internal organizations and stakeholders into alignment
- Experience in the finance industry and/or understanding of distributed ledger technology and applications

Benefits

The Digital Dollar Project is an all-remote-work organization that hires world-class talent. Collaboration is in our DNA, and we pride ourselves on being able to work closely together while not being tied to an office. We offer exceptional benefits:

- We offer a competitive salary and bonus package, plus:
- Medical, dental and vision benefits
- Retirement benefits
- Unlimited PTO including one week company-wide shutdown
- 12 public holidays plus personal/sick days
- Home office set-up budget
- Annual learning stipend

The Digital Dollar Project is an Equal Opportunity Employer. We value diversity and encourage anyone interested to apply! All your information will be kept confidential according to EEO guidelines.