

Assistant General Counsel

Position Summary

The Assistant General Counsel (“AGC”) will provide legal support to Farmer Mac as directed by the General Counsel (“GC”) or the Deputy General Counsel (“DGC”), including on matters related to corporate governance, public company disclosure, secured lending and finance transactions, debt and equity securities transactions, regulatory compliance, and general corporate and contractual matters.

The People You Will Work With

The AGC will report directly to the DGC but will also work closely with the GC, as well as members of Farmer Mac’s credit, finance, business development, operations, HR, compliance, enterprise risk management, and financial reporting teams. The AGC also will have regular contact with Farmer Mac’s Board of Directors.

Where and When You Will Work

The AGC will be based in Farmer Mac’s headquarters located at 1999 K Street, NW, Washington, DC. The AGC will generally be expected to work during core business hours with the understanding that work outside of these times may be required periodically to complete time-sensitive projects and meet stated deadlines. Periodic travel may be required of the AGC but is expected to be infrequent.

Primary Responsibilities and Duties

The AGC will:

- Provide legal support for unregistered debt and equity transactions and for loan finance and investment transactions, including mortgage-backed securities transactions; loan purchases, participations, and syndications; covered bond investments; loan pool guarantees; and derivatives.
- Assist in drafting and reviewing disclosure documents for filing with the U.S. Securities and Exchange Commission (SEC), including annual and quarterly reports on Forms 10-K and 10-Q and current reports on Form 8-K.
- Advise senior management on compliance with SEC and New York Stock Exchange requirements, rules, and regulations, as well as any applicable requirements under Regulation FD, Regulation G, the Sarbanes-Oxley Act, and the Dodd-Frank Act.

- Review materials prepared by Farmer Mac’s investor relations and communications functions, including press releases, investor communications and presentations, business development marketing materials, and website content.
- Provide legal support to business units, including drafting and reviewing business contracts, negotiating terms with counterparties, advising on the authorities in Farmer Mac’s statutory charter and applicable regulatory requirements (including regulations of the Farm Credit Administration), and managing outside counsel on transactional matters.
- Assist with the preparation and filing of the annual proxy statement, review of the annual report to stockholders, and preparation for Farmer Mac’s annual stockholders’ meeting.
- Manage compliance with Section 16 requirements for Farmer Mac’s directors and officers, including filing of Forms 3, 4, and 5, insider trading laws and policies, and the administration of 10b5-1 trading plans.
- Provide support to the Corporate Secretary (the GC) in maintaining Farmer Mac’s corporate records, including assembling meeting materials and preparing and reviewing meeting minutes for Farmer Mac’s Board of Directors, Board committees, and key management committees; preparing Board resolutions; and overseeing administration of Farmer Mac’s electronic portal for Board materials.
- Oversee processes and documentation related to equity grants and exercises, dividend payments on common and preferred stock, redemptions of preferred stock, retirement of repurchased shares of common stock, and lost stock certificates in coordination with Farmer Mac’s stock transfer agent.
- Assist with general corporate matters, including advising on issues related to employment law, information governance, privacy, and records management; preparing regulatory comment letters; managing legal and reporting activities of subsidiaries; and preparing insurance applications for corporate insurance coverage.
- Perform such other duties as may be assigned by the GC or DGC from time to time.

Desired Skills and Qualifications

The ideal candidate for the AGC position will have:

- Demonstrated corporate legal knowledge, with emphasis on issues relevant to a closely-regulated public company and experience in transactional matters and securities offerings, including secured financing or real estate transactions and debt and equity offerings.
- Commitment to Farmer Mac's mission to serve rural America.
- The ability and motivation to manage many challenging and time-sensitive work projects and to work independently across departments or as part of a cross-functional team.
- Strong analytical capabilities with a solution-oriented mindset, a collaborative approach to accomplishing objectives, and the ability to anticipate issues, evaluate risks strategically, and identify practical solutions to eliminate or mitigate risks.
- Strong verbal and written communication skills with the ability to build trust and respect throughout the organization and to clearly and concisely communicate issues and ideas to senior management, members of the Board of Directors, and Farmer Mac's counterparties.
- Strong organizational skills and work ethic with demonstrated initiative and accountability.
- High ethical standards, integrity, and sound judgment.

Education and Experience

The AGC must also have:

- A J.D. degree and a minimum of three years of experience in relevant legal practice.
- Active membership in good standing in the bar of the District of Columbia.

About Us

At Farmer Mac, everything we do is inspired by our mission, our promise, and our values. We are a diverse group of talented, engaged, and passionate individuals who are committed to bringing vitality to rural America through innovation, collaboration, and excellence. This team embodies these principles that have guided Farmer Mac since its inception and help us to serve as a champion for rural America. Candidates for this position must share the same appreciation for rural America and should want to devote a career to serving those who help set the global standard in agriculture and rural utilities while advancing the livelihood of rural communities.

Farmer Mac's Mission

Farmer Mac is committed to help build a strong and vital rural America by increasing the availability and affordability of credit for the benefit of American agriculture and rural communities.

Farmer Mac's Promise

To build a strong and vital rural America through innovation, collaboration, and excellence.

Farmer Mac's Core Values

Stewardship

Unparalleled Service

Innovative Thinking

Collegial Collaboration

Unrelenting Excellence

Absolute Integrity

Passion for Rural America

One Farmer Mac

Farmer Mac is an equal opportunity employer.

NO EMPLOYEE OR JOB APPLICANT WILL BE DENIED OPPORTUNITIES OR BENEFITS AT FARMER MAC BASED ON RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN, DISABILITY, VETERAN STATUS, CITIZENSHIP STATUS, GENETIC INFORMATION, OR ANY OTHER BASIS PROHIBITED BY APPLICABLE LAW.