



Bilingual Manager, Marketing Counsel – Consumer Regulatory Advisory
Vienna, VA
Requisition # [R39913](#)

Summary:

At Capital One, we march to a different beat! While we may be a top-10 bank by deposits, we operate and innovate with the vigor of a start-up. With thousands of employees, we never lose anyone in the shuffle, but celebrate individuals with respect and exceptional benefits. And we don't just fill positions, but recruit the best and the brightest people that know how to set industry trends and wow consumers. We're excited to be growing and hiring across the country to build the next generation on sound practices and values so that our philosophy can transcend into our products and services. We hope you join our tremendous team that has helped changed our industry for the better. We may do it by the book, but we're far from boring. We're the talented and vibrant Capital One Legal team, and we're looking for more enthusiastic and intelligent people to join our group. Here, you'll find we value hard work, camaraderie and the title of one of the "100 Best Companies to Work For." While working alongside some of the best in the business, you'll also have the pleasure of a flexible work environment where great benefits start on day one. If this sounds like the dream job you've been searching for, we hope you apply today.

Capital One's growing Legal department will allow you to showcase your talents in a fast paced, fun environment. At Capital One, you get to work with bright and intelligent individuals who will help elevate you to a new level. If you enjoy working with a team of high performing top talent, Capital One is the place for you! Our legal team thrives on collaborating and creates an environment where everyone's voice is heard. This exciting role will allow you to use your depth and breadth of experience to strategize and influence management as well as the business lines you support. In addition, you will have the opportunity to enhance your skills and broaden your knowledge. Come to Capital One to be a part of challenging work while enjoying our exceptional culture and work life balance.

The Regulatory Advisory Team in Capital One's Legal Department is seeking an attorney to review marketing materials and other communications for compliance with all consumer regulatory laws and internal marketing policies and controls, including appropriate translation and use of Spanish and other languages under those laws. This position will report to the Associate General Counsel, Regulatory Advisory and will have responsibility for (1) identifying and assessing risks associated with the acquisition and customer management marketing materials and practices for Capital One's products in the U.S.; (2) active engagement and legal support in marketing and communication initiatives across the company as part of a collaborative and cross-functional team; and (3) advising business operations team on the Americans with Disability Act (Title III); and (4) advising the business operations team on the handling Powers of Attorney and Guardianships. This position presents the opportunity to work closely with business partners, language experts, Legal Department subject matter experts, senior line of business attorneys and Compliance stakeholders to address risks, develop creative solutions, and resolve issues in a fast-paced environment.

Basic Requirements:

- Juris Doctorate
- At least 3 years of counsel experience with marketing laws and regulations OR At least 3 years of regulatory experience
- Fluent in English and Spanish

Preferred Requirements:

- 4-9 years of counsel or compliance experience with consumer finance laws, regulations and disclosures
- 2-3 years of counsel experience with the American with Disabilities Act (Title III)
- 2-3 years of counsel experience with Powers of Attorney and Guardianships
- In-house, corporate legal experience
- Understanding of Reg Z and Truth in Lending and Reg DD disclosures
- Ability to identify and describe legal risks presented by very detailed marketing materials
- Ability to build collegial and effective relationships with attorneys, business managers, creative teams, experts, analysts, project managers, and Corporate Compliance professionals
- Ability to prioritize a significant volume of marketing materials and to manage multiple, simultaneous deadlines
- Excellent communication skills with the ability to influence others

At this time, Capital One will not sponsor a new applicant for employment authorization for this position.