



**Title:** Compliance Director  
**Immediate Manager:** Chief Operations Office  
**Direct Reports:** TBD  
**Job Classification:** Exempt  
**Budget Responsibilities:** TBD  
**Location:** Las Vegas, NV

### **The Opportunity**

- Develops, implements and manages a strategic plan addressing compliance needs in an ever-changing FTC and FDA environment for the MLM Industry.
- Responsible for directing the development education and training, and development and implementation of strategic plans.
- Identifying compliance risk areas and communicates such risk areas to management along with action plans to address risk.

### **Responsibilities**

- Provide leadership, guidance and support to all levels of business functions on complex ethics and compliance issues, including policy interpretation and requirement, compliance risk assessment, trend analysis and best practice recommendations. Resolves complex ethics and compliance matters that have significant impact to MyDailyChoice/Hempworx.
- Directs and conducts periodic reviews and updates related to compliance policy and affiliate procedures ensuring clarity, applicability and compliance to policy and external requirements with minimal supervision.
- Develops, updates, implements, and delivers comprehensive training program on complex affiliate policies and procedures.
- Provides oversight on corporate monitoring process to ensure compliance with affiliate policies and procedures. Reviews industry trends and internal results and recommends corrective actions.
- Partners with COO and business on compliance audits, oversees the fulfillment of auditors' requests, acts as liaison between business and auditors during on site activities, evaluates and responds to all complex preliminary findings and recommendations, guides the business in preparing corrective action to address complex and highly complex findings and recommendations.
- Oversees all Compliance Review Committees and provides input on violation process. Reviews internal trends and implement corrective actions.
- Provides leadership and guidance on proposed programs, identifies complex legal and regulatory issues, analyzes alternatives and works with legal, as appropriate, to propose solutions to the business.
- Possesses in-depth knowledge of MyDailyChoice/Hempworx businesses supported and knowledge of the broader business impact.
- Leads cross-functional teams on complex issues or projects.

8840 W. Russell Rd. Suite 245  
Las Vegas, NV 89148  
(702) 906-2911  
[www.mydailychoice.com](http://www.mydailychoice.com)



### **Qualifications**

- 10 years of experience preferred.
- 5 years of leadership or management experience in an MLM environment preferred.
- Demonstrated track record of execution and results.
- Ability to problem solve based on strong analytical and technical skills.
- Excellent written and oral communication skills.
- Excellent decision making and judgment.
- Ability to effectively interact with all levels of an organization.
- Excellent organizational and prioritization skills.

### **What You'll Love About Us:**

**Great Company Culture:** We're the anti-corporate corporate! We value people, health, and great products and are dedicated to our MDC/HempWorx family of employees!

**Quality Products:** Recognized as the Good Guys and as one of the fastest growing CBD companies in the US according to FORBES.(2019) <https://www.forbes.com/sites/bethkaiserman/2019/03/24/hemp-authority-seal-cbd-products/#d4d9d1865f07>

**Work that Stays at Work:** Genuine work/life balance served here!

**Work/Life balance:** We have generous paid days off so you can always come to work rested and invigorated!

**Health Benefits:** Medical, dental and vision.

**Empower your future:** Customer Care is just the start! We're dedicated to providing the training, experience, and development to ensure that you have a long and rewarding career with us - focusing on hiring and promoting internally and maintaining a clear career path for all our employees.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

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