



**COMPANY:** Liberty Media Corporation

**JOB TITLE:** Corporate and Securities Paralegal

**LOCATION:** Englewood, CO

**DEADLINE FOR APPLICATION:** February 19, 2010

We are seeking an experienced corporate and securities paralegal to join the Liberty Media Corporation legal group.

Liberty Media, located in the Meridian office park area in south Denver, is a dynamic organization that owns a broad range of electronic retailing, media, communications, and entertainment businesses and investments. Those interests are attributed to three tracking stock groups: the Liberty Starz group, which includes Liberty Media's interest in Starz Entertainment; the Liberty Interactive group, which includes Liberty Media's interests in QVC, Provide Commerce, IAC/InterActiveCorp, and Expedia; and the Liberty Capital group, which includes Liberty Media's interests in Starz Media, the Atlanta Braves, Sprint, and Time Warner. Liberty Media offers a competitive salary and excellent benefits.

### **Job Description**

This position assists with the Company's compliance with federal and state securities laws, the administration of incentive award plans, and other general corporate matters. This position provides assistance to inside and outside counsel with respect to the Company's securities filings, including Section 16 reports, proxy statement filings, and Schedule 13D filings. The position also will assist with corporate compliance matters, corporate secretary and board functions, investor relations functions, and other corporate matters.

### **Skills/Qualifications**

The ideal candidate would likely have at least five years' experience as a corporate or securities paralegal and must have strong ethical standards and the ability to maintain confidentiality.

Essential skills/qualifications include:

Bachelor's or Associate's degree. Paralegal certification preferred.

Ability to read, understand and accurately interpret complex legal documents, statutes, regulations and regulatory filings.

Experience in corporate and securities law, including experience in drafting complex disclosures of beneficial stock ownership information.

Ability to perform accurate mathematical computations such as percentage ownership and beneficial ownership computations.

Ability to communicate effectively with executives and members of the Company's board of directors, both orally and in writing.

Ability to make well-informed decisions and exercise good judgment and discretion in the absence of express direction.

Proficiency in Microsoft Word, Excel, Outlook and PowerPoint preferred.

To apply for this position, please email your resume and qualifications to our legal department at [jobposting45@libertymedia.com](mailto:jobposting45@libertymedia.com) . No phone calls please.

*Liberty Media Corporation is an equal opportunity and drug-free workplace employer.*