

Associate Director, Project Management (Neuroscience) " >

Job ID
328083BR
Sep 21, 2021
USA

Job Description

2 Billion! That's the number of people with diseases of the nervous system who will be impacted by our new project manager role based at Novartis in Cambridge. This role is essential in ensuring that the strategy, planning, and execution are of the highest quality throughout the life cycle of each project.

Your responsibilities include, but are not limited to:

- Managing early research and development projects across multiple phases
- Providing project management leadership in the areas of planning, tracking, problem-solving, risk management and plan execution.
- Driving the development of the overall project strategy
- Collaborating with relevant line functions to generate and maintain the integrated project plan.
- Working in conjunction with the relevant line functions to ensure execution of all cross-functional project activities.
- Organizing and chairing effective project team meetings, issuing high quality agendas and meeting minutes in a timely fashion
- Collaborating with colleagues on the development of project related documentation, including all board meetings, and present as required.
- Contributing to Portfolio Management and Disease Area related scientific initiatives

Diversity & Inclusion / EEO

The Novartis Group of Companies are Equal Opportunity Employers and take pride in maintaining a diverse environment. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, gender, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to building diverse teams, representative of the patients and communities we serve, and we strive to create an inclusive workplace that cultivates bold innovation through collaboration and empowers our people to unleash their full potential.

Minimum Requirements

What you'll bring to the role:

- An advanced degree in life sciences/healthcare with a background in other Pharma discipline (Discovery, Pre-clinical, Clinical, Pharmacokinetics, Regulatory etc.) is required. MSc, PhD, PharmD is preferable.
- Relevant professional experience in Pharma or biotech industry and in drug development project management
- Experience with discovery, research and ideally early drug development projects (up to Phase IIa),

experience in later stage drug development is a plus

- Experience in leading / managing, and driving cross-functional teams
- Experience in a matrixed and/or direct people management role with demonstrated ability to influence without authority
- Expertise in all aspects of team behavior; drives conflicts resolution in teams; good ability to modulate style
- Demonstrated global mindset and cultural awareness

Desirable Skills:

- Drug development project management experience
- Scientific expertise in a disease area

Why Novartis?

769 million lives were touched by Novartis medicines in 2020, and while we're proud of this, we know there is so much more we could do to help improve and extend people's lives.

We believe new insights, perspectives and ground-breaking solutions can be found at the intersection of medical science and digital innovation. That a diverse, equitable and inclusive environment inspires new ways of working.

We believe our potential can thrive and grow in an unbossed culture underpinned by integrity, curiosity and flexibility. And we can reinvent what's possible, when we collaborate with courage to aggressively and ambitiously tackle the world's toughest medical challenges. Because the greatest risk in life, is the risk of never trying!

Imagine what you could do here at Novartis!

Commitment to Diversity & Inclusion:

Novartis is committed to building an outstanding, inclusive work environment and diverse team's representative of the patients and communities we serve.

We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and to receive other benefits and privileges of employment. Please contact us to request accommodation.

Join our Novartis Network:

If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here:

<https://talentnetwork.novartis.com/network>

Division

NIBR

Business Unit

NEUROSCIENCE

Location

USA

Site

Cambridge, MA

Company / Legal Entity

NIBRI

Functional Area

Research & Development

Job Type

Full Time

Employment Type

Regular

Shift Work

No

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