

# Head, Portfolio Policy

Job ID  
REQ-10027563  
Dec 02, 2024  
USA

## Summary

The Head of Portfolio Policy will coordinate portfolio policy work centrally across Therapeutic Areas (CRM, Immunology, Neuroscience, Oncology), innovative platforms (C&G, RLT) and cross-cutting themes (Precision Medicine). In partnership with cross-functional stakeholders, this role will drive an aligned, agile policy model to shape a portfolio-wide approach aligned with enterprise priorities. The role will embed portfolio policy interventions end-to-end in the early pipeline, pre-launch and launch activities, working closely with the Top 4 markets, and via the Regions with the Top 11 markets.

Novartis will not sponsor visas for this position.

This role is required to be in our East Hanover, Cambridge or DC office 3x/week.

Novartis is unable to offer relocation support for this role. Please only apply if one of these locations are accessible for you.

## About the Role

### Key Responsibilities:

- Drive alignment and coordination of cross-portfolio policy development across TAs (CRM, Immunology, Neuroscience, Oncology), innovative platforms (C&G, RLT) and cross-cutting themes (Precision Medicine)
- Prioritize policy activities across the portfolio in alignment with CLS and V&A heads and inform portfolio advocacy asks of the regions
- Align with PA Portfolio Advocacy leads in Europe, APMA and LaCan to drive regional and local execution of advocacy priorities
- Shape end-to-end portfolio view with S&G for early pipeline, V&A for late pre-launch, and country CA for launch readiness; continuously assess policy changes required for optimal commercialization outcomes
- Shape dedicated approach for early portfolio (key Phase II assets) policy development with S&G and build process and capacity to systematically scan the early portfolio for policy asks
- Embed Public Affairs interventions in launch readiness, ensuring seamless connectivity with CLS and V&A, coordinating investment and focused activities to proactively anticipate and protect business outcomes
- Build systematic PA “launch readiness reviews” for priority launches in top 4 markets
- Develop clear portfolio policy strategies for regions and top 3 markets, anticipating key policy developments and identifying policy challenges and opportunities around products early

## Role Requirements:

- Extensive experience in health policy and/or related fields
- Experience in-market in life sciences policy in the US, EU, China and/or Japan.
- Experience in above-country TA policy and proven experience with Patient Advocacy
- External orientation, with a strong external network and excellent interpersonal and partnering skills with excellent Business and organizational awareness, enterprise perspective.
- Ability to collaborate and work effectively in a global matrix organization
- Strategic sense, combined with strong understanding of portfolio and commercial strategy development
- Ability to develop Senior Management/Executive briefings on key policy issues and strategies
- Fluent in English

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**Commitment to Diversity & Inclusion:** Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

**Novartis Compensation and Benefit Summary:** The pay range for this position at commencement of employment is expected to be between \$ 233,600.00 - \$350,400.00 / year; *however, while salary ranges are effective from 1/1/24 through 12/31/24, fluctuations in the job market may necessitate adjustments to pay ranges during this period. Further, final pay determinations will depend on various factors, including, but not limited to geographical location, experience level, knowledge, skills, and abilities.* The total compensation package for this position may also include other elements, including a sign-on bonus, restricted stock units, and discretionary awards in addition to a full range of medical, financial, and/or other benefits (including 401(k) eligibility and various paid time off benefits, such as vacation, sick time, and parental leave), dependent on the position offered. Details of participation in these benefit plans will be provided if an employee receives an offer of employment. If hired, employee will be in an "at-will position" and the Company reserves the right to modify base salary (as well as any other discretionary payment or compensation program) at any time, including for reasons related to individual performance, Company or individual department/team performance, and market factors.

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**EEO Statement:**

The Novartis Group of Companies are Equal Opportunity Employers who are focused on building and advancing a culture of inclusion that values and celebrates individual differences, uniqueness, backgrounds and perspectives. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to fostering a diverse and inclusive workplace that reflects the world around us and connects us to the patients, customers and communities we serve.

**Accessibility & Reasonable Accommodations**

The Novartis Group of Companies are committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the application process, or to perform the essential functions of a position, please send an e-mail to [us.reasonableaccommodations@novartis.com](mailto:us.reasonableaccommodations@novartis.com) or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Division

Corporate Affairs

Business Unit

Corporate

Location

USA

State

New Jersey

Site

East Hanover

Company / Legal Entity

U061 (FCRS = US002) Novartis Services, Inc.

Alternative Location 1

Cambridge (Massachusetts), Massachusetts, USA

Alternative Location 2

Washington, DC, District of Columbia, USA

Functional Area

Communications & Public Affairs

Job Type

Full time

Employment Type

Regular

Shift Work

No

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