

# Associate Director, R&D Portfolio & Engagement Communications

Job ID  
REQ-10011378  
Dec 16, 2024  
USA

## Summary

This position will be located at the Cambridge, MA site and will not have the ability to be located remotely. This position will require 10% travel as defined by the business (domestic and/ or international). Please note that this role would not provide relocation, and only local candidates will be considered.

As Associate Director, Research & Development (R&D) Portfolio and Engagement Communications at Novartis you will play a critical role in telling our R&D pipeline story to inspire key audiences and bolster confidence in our future success and ability to deliver meaningful medicines for patients. You will develop and deliver effective internal and external communications strategies across the areas of R&D pipeline communications, media engagement and issues-management to enhance the company reputation.

#LI-Hybrid

## About the Role

### Your Key Responsibilities:

- Develop communications strategies and plans to tell our R&D pipeline story with an emphasis on what sets us apart.
- Manage pipeline news flow through the design and execution of internal and external communications strategies for key pipeline and business milestones.
- Implement regular touchpoints with relevant team members and other tactics to track and plan for key data releases and other milestones.
- Support proactive and reactive media engagement activities related to the R&D pipeline and contribute to the Novartis R&D narrative and storytelling efforts.
- Support issues management efforts for R&D specific topics by anticipating potential issues, scenario planning and developing strategic communications to manage risk to the Novartis reputation.
- Serve as key R&D Communications partner for relevant medical conferences and announce and position Novartis collaborations, deals, and acquisitions internally and externally in partnership with Business Development and Financial Communications colleagues.
- Aid in the development of materials and messaging for quarterly reporting activities and other Investor Relations events.
- Maintain a keen understanding of the external environment as well as key stakeholder needs.
- Drive innovative approaches to pipeline news flow management, issues management and other focus areas by closely tracking best and emerging practices within and beyond our industry.

- Exemplify a predictive mindset seeking multidirectional insights to understand our environments and stakeholders, and embrace iterative, measurable experimentation and action.
- Effectively track and measure programs and initiatives to inform decision-making and ensure impact and progress against our goals.

## Essential Requirements

- Bachelor's degree is required; degree subject area in Communications, Public Relations, Journalism, or related field preferred.
- 8+ years in communications role with a focus on R&D, media, pipeline communications or related fields.
- Proven track record of developing and implementing successful communication strategies.
- Strong industry and R&D understanding, with the ability to thrive in a fast-paced, dynamic environment and drive results under tight deadlines.
- Excellent analytical skills with the ability to interpret data and insights to drive decision-making.
- Exceptional leadership, communication, business partnering and stakeholder management skills; ability to influence at a senior level and navigate complexity.
- Business and organizational awareness, enterprise perspective.

**Novartis Compensation and Benefit Summary:** The pay range for this position at commencement of employment is expected to be between \$130,400.00 and \$195,600.00 / 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.

Company will not sponsor visas for this position.

*Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you.*

**Why Novartis:** Helping people with disease and their families takes more than innovative science. It takes a community of smart, passionate people like you. Collaborating, supporting and inspiring each other. Combining to achieve breakthroughs that change patients' lives. Ready to create a brighter future together? <https://www.novartis.com/about/strategy/people-and-culture>

**Join our Novartis Network:** Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <https://talentnetwork.novartis.com/network>

**Benefits and Rewards:** Read our handbook to learn about all the ways we'll help you thrive personally and professionally: <https://www.novartis.com/careers/benefits-rewards>

**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

CTS

Location

USA

State

Massachusetts

Site

Cambridge (Massachusetts)

Company / Legal Entity

U061 (FCRS = US002) Novartis Services, Inc.

Functional Area

Communications & Public Affairs

Job Type

Full time

Employment Type

Regular

Shift Work

No

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### List of links present in page

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