

Team Lead Medical Communications (Scientific Engagements)

Job ID
REQ-10021077
Sep 27, 2024
Ireland

Summary

Responsible for the end-to-end delivery of med comms projects ensuring high quality and timely execution of deliverables

About the Role

Team Lead Medical Communications (Scientific Engagements)

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Responsible for the end-to-end delivery of med comms projects ensuring high quality and timely execution of deliverables

Key Responsibilities:

- Manage the med comms project delivery for a given brand(s), ensuring the GBS med comms team deliver the agreed scope of work on time, with quality and within budget through close collaboration with colleagues
- Directly manage key activities as well as overseeing quality control, issue resolution, workflow processes and colleague engagement
- Lead, coach and manage associates in the team, Champion people engagement & culture development
- Manage project priorities, tracking milestones, allocate resources based on project requirements, monitor workload distribution and resource planning to ensure adequate assignment of resource to projects
- Develop and implement appropriate management control systems to ensure quality deliverables and adherence to process compliance
- Manage communication with stakeholders through regular updates, feedback, addressing issues and sharing best practice to ensure business needs are met
- Identify and implement process improvements to enhance team productivity and efficiency Support innovation, operational excellence through continuous development programs supporting Group Lead
- Be accountable for deliverables delivered by the assigned team, including compliance, adherence to process and brief, customer experience, end-to-end quality of deliverables, collaborations with other Groups in GBS.
- Monitor and report established KPIs and takes proactive action to continuously strive for improvements.
- Recruit talent, manage performance (set objectives, review performance and plan compensation) and develop associates (development/training plans, Organizational Talent Review, coaching or mentoring, as appropriate). Set direction, align and motivate team members to achieve set goals and objectives.

Commitment to Diversity & Inclusion: :

We are committed to building an outstanding, inclusive work environment and diverse teams representative of the patients and communities we serve.

Role Requirements:

Essential Requirements:

- 10 + years experience in the function (Medical Communications, HEOR or Statistics) with proven leadership (people management, project management)
- Self-motivated and driven, proactive approach on how the existing process/product can be improved further within the compliance guidelines. Experience in leading operational excellence projects.

Desirable Requirements:

- M.Sc./M.Pharm/ PhD/ Doctoral Degree or Qualification in Medical Sciences (MBBS/MD/equivalent)

Why Novartis: Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

You'll receive: You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. <https://www.novartis.com/careers/benefits-rewards>

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>.

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>

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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>

Division

Operations

Business Unit

CTS

Location

Ireland

Site

Dublin (Novartis Corporate Center (NOCC))

Company / Legal Entity

IE02 (FCRS = IE002) Novartis Ireland Ltd

Alternative Location 1

Home Worker, United Kingdom

Alternative Location 2

Hyderabad (Office), India

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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