

# Director, Responsible AI

Job ID  
REQ-10047107  
Apr 04, 2025  
USA

## Summary

This position will be located at the East Hanover, NJ location and will not have the ability to be located remotely.

## About the Role

The Insights and Decision Science (IDS) team is dedicated to enabling improved decision making at Novartis by leveraging superior data, AI and innovations to identify actionable insights that drive enhanced performance. We collaborate closely with the US business, bringing insights and challenging ideas to empower smarter, data-driven decision-making. Reporting into the Executive Director, AI and Innovation Product Strategy, this role is crucial in establishing the Responsible AI frameworks at NVS to ensure that AI models are fair, transparent, and ethical.

This position will establish the frameworks necessary for the effective development and deployment of fair, transparent, and ethical AI-based solutions. The Director of Responsible AI will implement an Responsible AI framework and review process, while ensuring governance controls are in place to ensure solutions uphold all ethical standards. Through these efforts, the Director will accelerate the growth of ethical AI initiatives at Novartis, contributing to the company's innovation and growth objectives.

## Key Responsibilities:

- Create and implement frameworks to ensure AI systems are ethical, transparent, and aligned with organizational values and develop a Responsible AI review process to evaluate AI systems for fairness, accountability, and transparency.
- Establish end-to-end processes and procedures that AI use cases must follow to ensure responsible deployment and operation.
- Ensure governance controls are in place to uphold ethical standards and mitigate risks.
- Foster strong relationships with stakeholders across the organization to enhance oversight and awareness of responsible AI initiatives and collaborate with teams to integrate responsible AI principles into high-value projects.
- Develop and deliver training programs focused on responsible AI practices and principles.
- Promote adherence to responsible AI processes and procedures through change management initiatives and keep abreast of evolving AI regulations and guidelines to ensure responsible AI processes have

appropriate checks and controls.

- Adapt frameworks and processes to comply with new standards and best practices.
- Partner with legal, compliance, DDIT, IDS Data Strategy, and Governance, and other teams to align on responsible AI governance and risk management approaches and work together to address ethical considerations in AI applications and use cases.
- Implement mechanisms to monitor the performance and ethical compliance of AI use cases.
- Develop contingency plans to address potential ethical failures or unintended consequences of AI deployments and ensure readiness to respond to and mitigate any issues that arise from AI systems.

### **Essential Requirements:**

Novartis seeks an individual with extensive experience overseeing technical operations. The individual should have a firm knowledge of industry best practice and a proven ability to manage the risks of AI. A commitment to driving continuous improvement in AI solutions, informed by data insights and industry trends, is vital to this role.

**Education:** Bachelor's degree in related field is required; Master of Science and/or MBA preferred

- Minimum of 8+ years of experience in tech governance, risk management, or lead operational roles, preferably within the pharmaceutical or healthcare sectors
- Proven track record of developing and implementing AI governance frameworks and strategies
- Extensive project management experience, with the ability to define operational processes
- Strong understanding of AI technologies, machine learning, and data analytics
- Excellent leadership skills with the ability to manage cross-functional teams and drive organizational change
- Strong analytical and problem-solving skills, with the ability to assess and manage AI-related risks
- Ability to work in a dynamic, fast-paced, multifunctional team environment

### **Novartis Compensation and Benefit Summary:**

The pay range for this position at commencement of employment is expected to be between: \$168,000.00 - \$312,000.00/year; however, while salary ranges are effective from 1/1/25 through 12/31/25, 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.

**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

US

Business Unit

Universal Hierarchy Node

Location

USA

State

New Jersey

Site

East Hanover

Company / Legal Entity

U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Functional Area

Technology Transformation

Job Type

Full time

Employment Type

Regular

Shift Work

No

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