

Associate Director - Data Literacy & Comms

Job ID

REQ-10054169

Jun 05, 2025

India

Summary

Enterprise Data Management (EDM) is a strategic capability within Novartis that guides all functions on compliant handling of data to leverage data as a trusted asset by applying good data practices. This role is a lead position for Data Literacy and Communications in the central EDM team and will be instrumental in designing, owning, and driving the data literacy and communications strategy of Enterprise Data Management across the organization to ensure consistent understanding of EDM guidelines and frameworks across all key enterprise stakeholders and teams. The aim is to enable successful adoption of EDM guidelines and thereby contribute to improve data maturity at Novartis. This role will work in close collaboration with EDM capability leads to understand training and communications needs of various stakeholders, plan required interventions and execute planned data literacy and communications interventions at all levels of the enterprise.

About the Role

Major accountabilities:

- Lead the design, development and roll-out of the enterprise-wide data literacy and communications strategy for Enterprise Data Management.
- Define key success metrics and milestones to measure progress and adoption of data literacy and communication interventions.
- Collaborating with Enterprise Data Management Capability Leads and Enterprise Data Owners to assess literacy and communication needs for leadership, data practitioners, and data citizens across domains. Partner with domain change management leads to co-design stakeholder-specific engagement plans for initiatives such as data management maturity, data management framework and guidelines rollout, and capability uplift.
- Oversee the creation and curation of engaging and accessible data-related content, ensuring it resonates with diverse audiences and data proficiency levels. Translate complex data concepts into clear, concise, and actionable communications for non-technical audiences.
- Own the design, development, and governance of Enterprise Data Management related learning content such as:
 - Mandatory data literacy curriculum for all associates
 - Specialized training for data practitioners
 - Orientation toolkits for leaders and sponsors
- Organize and facilitate data-focused events, forums, and communities of practice to foster a data-sharing and learning environment.
- Lead change management efforts related to data literacy adoption, addressing resistance and promoting a positive data culture. Develop and execute a robust communications strategy to promote data literacy initiatives, Enterprise Data Management program updates, and data management related success stories

across various internal channels.

- Continuously improve communication and training effectiveness based on feedback and data insights.

Minimum Requirements

- Bachelor's degree in Science, Technology, Engineering, or Mathematics (STEM).
- 8+ years of progressive experience in communications, learning & development, change management, or a similar role, with a strong focus on data-related initiatives.
- Proven experience in designing and implementing successful enterprise-wide data literacy or similar educational programs.
- Demonstrated experience in developing and executing comprehensive communication strategies for complex technical or data-driven programs.
- Experience working within an Enterprise Data Management (EDM) or Data Governance program is highly desirable.
- Good to have understanding of data management frameworks such as DCAM or DAMA (active certification in any one framework is preferred)
- Minimum 2 years' experience in a pharma or healthcare Industry.
- Proven expertise in stakeholder engagement, change management, and communications strategy. Excellent written and verbal communication skills, with the ability to articulate complex technical concepts to non-technical audiences clearly and concisely.
- Strong presentation and facilitation skills. Exceptional interpersonal skills and the ability to build rapport and influence stakeholders at all levels.
- Proven project management skills, with the ability to manage multiple initiatives simultaneously and meet deadlines. Experience with various communication channels and tools (e.g., intranet platforms, email marketing, collaboration tools).
- Familiarity with data governance principles, data quality, data architecture, and data analytics concepts. Proficiency in creating engaging learning content and materials. Strategic thinking with a practical, results-oriented approach.
- Passion for driving culture change through learning and communication

Why consider 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>

Commitment to Diversity and Inclusion:

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

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

Universal Hierarchy Node

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Data and Digital

Job Type

Full time

Employment Type

Regular

Shift Work

No

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Novartis is 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 recruitment process, or in order to perform the essential functions of a position, please send an e-mail to diversityandincl.india@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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