

## Associate Director, Global Program Management, Oncology

Job ID  
REQ-10062725

9月 26, 2025

USA

### 摘要

About the role:

#LI-Onsite

The Associate Director, Global Program Management, Oncology, will provide project management expertise as an individual contributor to early-stage drug development programs. The key to success will include working across a global team, building impactful cross-functional teams, working collaboratively with stakeholders, project leaders, and project team members, and driving the creation and execution of integrated strategic and operational plans for drug candidates in the Oncology portfolio.

### About the Role

Key Responsibilities:

- Lead project teams with respect to the timing, scenario/options development, risk management, opportunities / challenges, and requirements of interfacing with Decision Boards.
- Partner with project team leaders and functional leaders to define project strategy in alignment with Disease Area goals, develop and maintain integrated project plans, and manage diverse teams across multiple sites to meet project timelines/goals.
- Continuously adapt project strategy based on internal and external information. Assure continuous consistency of the operational plan with project strategy to ensure Biomedical Research portfolio decisions align to Novartis strategy.
- Use drug discovery and development expertise (especially preclinical and early clinical development) to integrate knowledge of all line functions for project.
- Ensure that key milestones and go / no go criteria are data-driven and clearly defined.
- Own quality of project information and make sure project information is accurate and included in the system(s) in a timely matter.
- Manage and communicate project status, issues and options for resolution to ensure optimal and timely information flow to all stakeholders. Responsible along with ONC Global Program Management Leadership Team for ensuring realistic forecasts and timely flagging of forecast variations with rationale; advancement of assigned program toward key decisions; risk mitigation and scenario planning.
- Foster effective, proactive and open communication within and across project teams, build mutual respect and trust among team members to achieve transparency and clarity of program goals, progress and issues.
- Contribute to the functional excellence of program management through improvement in processes, procedures, and tools related to program management practices.
- Mentor other program managers within and across Biomedical Research to strengthen internal talent, sharing program management takeaways across other Disease Areas, and contribute to Biomedical Research Global Program Management initiatives.

#### Essential Requirements:

- This position will be located at the Cambridge, MA and Watertown, MA sites and will not have the ability to be located remotely. This position will require up to 4% travel as defined by the business (domestic and/ or international).
- Master ' s or doctorate in life sciences OR MBA with either a bachelor ' s degree or equivalent experience in life science.
- 8+ years of pharmaceutical industry experience.
- Previous track record of success working with and managing international and multidisciplinary drug development teams.

#### Desirable Requirements:

- PMP certification (or similar).

The salary for this position is expected to range between \$138,600 and \$257,400 per year.

The final salary offered is determined based on factors like, but not limited to, relevant skills and experience, and upon joining Novartis will be reviewed periodically. Novartis may change the published salary range based on company and market factors.

Your compensation will include a performance-based cash incentive and, depending on the level of the role, eligibility to be considered for annual equity awards.

US-based eligible employees will receive a comprehensive benefits package that includes health, life and disability benefits, a 401(k) with company contribution and match, and a variety of other benefits. In addition, employees are eligible for a generous time off package including vacation, personal days, holidays and other leaves.

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. 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.

## 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.

部门

Biomedical Research

Business Unit

Universal Hierarchy Node

地点

USA

状态

Massachusetts

站点

Cambridge (USA)

Company / Legal Entity

U175 (FCRS = US175) Novartis Institutes for BioMedical Research, Inc.

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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