Portfolio Program Management Office Associate Director

Job ID
REQ-10069612

2   27, 2026

Spain

#LI-Hybrid

Location: Barcelona, Spain
Relocation Support: This role is based in Barcelona, Spain. Novartis is unable to offer relocation support: please only apply if accessible.

Lead the engine room of a pivotal transformation. As the Portfolio and Program Management Office Associate Director, you will establish and lead the Program Management Office for ASCEND—our large-scale, technology-enabled change program in Global Development—aligning best-in-class practices (Project Management Institute standards and agile ways of working) to deliver outcomes that matter for patients and the business. You will orchestrate cross-functional roadmaps, governance, and value tracking; bring transparency through executive-ready dashboards; and foster a culture of empowerment, accountability, and continuous improvement.

If you thrive on connecting strategy to execution, optimizing resources, and simplifying complexity across global, multidisciplinary teams, this is your opportunity to shape how innovation moves from idea to impact at Novartis.

About the Role

Key Responsibilities

- Establish and lead the Portfolio and Program Management Office for a global transformation initiative.
- Design governance structures, operating cadence, and decision forums that enable timely, transparent execution.
- Build and maintain integrated roadmaps, deliverable baselines, and cross-functional milestones aligned to strategy.
- Develop executive level reporting, dashboards, and narratives that clearly communicate progress, risks, and value.
- Institute rigorous risk, issue, and dependency management with proactive mitigation and escalation pathways.
- Drive benefits realization planning, value tracking, and outcome measurement against defined business objectives.
- Enable effective resource planning, capacity management, and prioritization across internal teams and external partners.
- Embed agile ways of working, continuous improvement, and change management practices across the program.
- Facilitate alignment with functional leaders, technology, and finance to coordinate budgets, timelines, and scope.
- Coach project leaders on planning standards, delivery excellence, and stakeholder engagement to elevate performance.

Essential Requirements

- Master's degree or equivalent; Master of Business Administration with a bachelor's degree, or equivalent life sciences experience.
- Fluent English, both spoken and written.
- 10 + years of cross-industry experience, including approximately 5 years in the pharmaceutical sector or similar sector.
- 5 + years of multi-functional leadership with accountability across diverse stakeholders.
- Demonstrated success leading large-scale, complex, international, and multidisciplinary programs.
- Expert knowledge of global technology transformation programs and change adoption.
- Excellent portfolio and program management skills with advanced planning, tracking, and prioritization across multiple programs.
- Expert executive communication and information management; able to influence senior leaders and align stakeholders.

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.

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

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

Development

Business Unit
Development

Spain

Barcelona Gran Vía

Company / Legal Entity
ES06 (FCRS = ES006) Novartis Farmacéutica, S.A.

Functional Area
Research & Development

Job Type
Full time

Employment Type
Regular

Shift Work
No


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function adjustKalturaPlayer() { var deviceWidth = window.innerWidth ||
document.documentElement.clientWidth || document.body.clientWidth; var mediaElement =
document.getElementById("kalturaplayer69a5218907dc0200460019"); var mediaContainer =
mediaElement.closest('.nc-kaltura-media'); var originalWidth = "1200px"; var originalHeight = "674px";
var originalWidthValue = parseFloat(originalWidth); var originalHeightValue =
parseFloat(originalHeight); var mediaType = "video"; var isResponsive = false; //Get computed styles
of the container element. var parentStyles = window.getComputedStyle(mediaContainer); var
finalWidth = parseFloat(parentStyles.width); if (finalWidth   var config = { targetId:
"kalturaplayer69a5218907dc0200460019", provider: { widgetId: "1Qm7rm1pm", partnerId:
"2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false,
allowMutedAutoPlay: false, loop: false }, sources: { options: {}, startTime: 0 }, plugins: { download: {
disable: true }, "playkit-js-transcript":{ position: "right", //Default bottom;(‘ left’ , ‘ right’, ‘ top’ , 'bottom’ ) to
enable transcript expandMode: "over", //Default alongside;(‘ alongside', ‘ hidden’ , 'over’ )
expandOnFirstPlay: false, showTime: true, downloadDisabled: false, printDisabled: false, disable:
true } }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu: false },
components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets: ['Playback',
'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
KalturaPlayer.ui.components.Remove } ] } }; config.plugins.preventSeek = { preventSeekForward:
false, preventSeek: false }; config.plugins.floating = { disable: true }; config.plugins.navigation = {
position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; config.plugins['playkit-
js-hotspots'] = { disable: true }; config.plugins['playkit-js-moderation'] = { disable: true };
config.plugins['playkit-js-info'] = { disable: true }; config.plugins.share = { disable: true };
config.ui.uiComponents = []; config.plugins.googleTagManager = {};
config.plugins.googleTagManager.customEventsTracking = {};
config.plugins.googleTagManager.containerId = 'GTM-57RJQ5';
config.plugins.googleTagManager.customEventsTracking.custom = [];
config.plugins.googleTagManager.customEventsTracking = { preset: { coreEvents: true, UIEvents:
false, playlistEvents: false, castEvents: false } };
```


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try { var kalturaPlayer = KalturaPlayer.setup(config); //Add the player to the global array. if (typeof
```

kalturaPlayerVideos !== 'undefined') { kalturaPlayerVideos.push(kalturaPlayer); } else { var kalturaPlayerVideos = []; kalturaPlayerVideos.push(kalturaPlayer); } //Load the Player for other media. kalturaPlayer.loadMedia({entryId: "1dgfvmafo"}); setTimeout(() => { setupAutoPause(kalturaPlayerVideos); }, 500); function setupAutoPause(players) { players.forEach((currentPlayer) => { currentPlayer.addEventListener('play', () => { players.forEach((otherPlayer) => { if (otherPlayer !== currentPlayer && typeof otherPlayer.pause === 'function') { otherPlayer.pause(); } }); }); }); } } catch (e) { console.error(e.message) }

VIDEO

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

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