

Associate Director, Content Approval & Process Excellence Strategy

Job ID
REQ-10073331

3月 16, 2026

USA

摘要

#LI-Hybrid

Join Novartis as an Associate Director, Content Approval & Process Excellence (CAPE) and play a critical role in driving efficiency across the Material Approval Process (MAP) through comprehensive oversight and strategic collaboration with key stakeholders. This role leverages metrics to enable continuous improvement and accelerate speed to market, while indirectly leading cross functional partners across Brand, Medical, Legal, and Regulatory to optimize content reuse, ensure consistency, and maintain compliance/ adherence with MAP requirements. The position champions a culture of openness and agility, delivering meaningful impact within demanding timelines.

This role is based in East Hanover, NJ and will not have the ability to be located remotely. Novartis is unable to offer relocation support for this role; please only apply if this location is accessible for you. This position will requires up to 5% travel as defined by the business (domestic and/or international).

About the Role

Key Responsibilities:

- Partner with Integrated Marketing Strategy team (IMST) and Cross Matrix Brand teams to drive effective execution of the Material Approval Process (MAP).
- Apply metrics to prioritize work, allocate resources, and ensure smooth end to end material progression.
- Monitor KPIs, share insights with stakeholders, and implement corrective actions to prevent backlogs.
- Collaborate with Brand, Agency, and MLR partners to deliver compliant, high quality operational outcomes.
- Identify opportunities for content reuse and support timely updates to claims and messaging.
- Ensure MAP submissions meet Novartis standards, content readiness requirements, and quality expectations.
- Communicate MAP process updates to support consistent execution and change adoption across teams.
- Leverage digital tools and analytics to improve processes, reduce effort, and enhance operational effectiveness.
- Support change initiatives by clearly communicating the “why” and reinforcing new ways of working.
- Manage multiple priorities effectively to deliver results within demanding timelines.

Essential Requirements:

- Bachelor's degree required; focus in Business, Marketing, Digital Media, or Communications preferred.
- At least 5 years ' marketing experience in the pharmaceutical/biotech industry and/or in a digital marketing operations role.
- Product launch expertise in the pharmaceutical/biotech industry with working knowledge of FDA guidance for industry & promotional review/ approval process (PRC, MLR, MAP).
- Deep understanding of process optimization and asset creation with strong leadership and motivational skills as well as the ability to inspire change.
- Excellent planning, forecasting and negotiation skills.
- Demonstrated matrix management skills; ability to work with cross-functional teams.
- Proven ability to operate under, and apply, Agile Methodology.
- Proficiency in MLR process and systems, including but not limited to Veeva PromoMats, Aprimo Marketing Cloud or similar DAM/workflow.

Desirable Requirements:

- Pharmaceutical experience is highly preferred with functional experience in regulatory, medical, marketing operations, sales or communications
- Skilled in channel execution applications: Drupal and SFMC

Novartis Compensation Summary:

The salary for this position is expected to range between \$145,600 and \$270,400 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>

Benefits and Rewards: Learn about all the ways we'll help you thrive personally and professionally. [Read our handbook \(PDF 30 MB\)](#)

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 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
US

Business Unit
Marketing

地点
USA

状态
New Jersey

站点
East Hanover

Company / Legal Entity
U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Functional Area
Marketing

Job Type
Full time

Employment Type
Regular

Shift Work
No

```

function adjustKalturaPlayer() { var deviceWidth = window.innerWidth ||
document.documentElement.clientWidth || document.body.clientWidth; var mediaElement =
document.getElementById("kalturaplayer69b85cfab6604164836163"); 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:
"kalturaplayer69b85cfab6604164836163", provider: { widgetId: "10m7rm1pm", 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 } };

```

```

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: "1_dgfvmafo"}); 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

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