

Director – Global Learning Program Management

Job ID
REQ-10014302
Jul 25, 2024
Ireland

Summary

Location: Dublin, Ireland
About the role: The Director – Global Learning Program Management is responsible for ensuring adherence to ways of working for the enterprise Novartis Learning operating model, including the execution of governance mechanisms and necessary management reporting. This is a key role in the Learning CoE LT and also serves as the secretariat for the enterprise Learning governance forums (previously referred to as Novartis Learning Council). The Director – Global Learning Program Management is also responsible for ensuring that key decisions concerning Learning initiatives across Novartis enterprise are integrated into other decision making forums and management processes where necessary (eg: P&O investment board). The scope of the Global Learning Program Management office also includes the execution of strategic learning projects (eg: Learning Simplification program) as well as key ‘business as usual’ responsibilities of the Learning CoE including financial management, risk and compliance reporting, GxP training secretariat as well as learning requirements for M&As as needed.

About the Role

Key Responsibilities:

- Implement the required governance mechanisms to ensure adherence to ways of working for the enterprise Novartis Learning operating model – including establishment, maintenance and continuous improvement of key decision making forums for Learning at Novartis (previously referred to as Novartis Learning Council)
- Global program direction, management and execution of key strategic learning projects – including Learning Simplification program and other strategic projects as agreed with stakeholders
- Ensure all necessary management reporting (internal and external) for Learning as agreed with stakeholders and per external reporting requirements where relevant
- Implement and ensure clarity and transparency for Learning CoE budget and financial management of learning as agreed with stakeholders and in line with other decision making forums including P&O investment board
- As GxP training steering secretariat and in close partnership with key stakeholders (eg: Quality and other GxP training stakeholders) ensure clarity in responsibilities for GxP and regulatory training requirements
- Ensure adherence to Novartis process guidelines and governance as the Learning Business Process Owner
- Ensure other key strategic learning projects are executed on time and per stakeholder requirements

including M&A learning requirements as needed

Key performances indicators / measure of success

- Adherence to agreed ways of working for Learning operating model at Novartis – as agreed with key stakeholders
- Learning function efficiency measurements – as agreed with key stakeholders D
- elivery of strategic projects on time and as agreed with key stakeholders (including Learning Simplification program metrics and key deliverables)
- Learning CoE budget and financial management within targets and guidelines including P&O investment board where required

Minimum Requirements

- Bachelor or Master University degree in organizational change and / or HR technologies is desired
- English
- Significant success from within innovative and fast-paced environments (startups, digital companies etc.), additionally from large global employers under-going significant business model and/or digital transformation
- Strong leadership skills: ability to lead and motivate a team, set clear expectations, and foster a positive and inclusive work environment.
- Strategic thinking: developing and implementing organizational strategies, so strong strategic thinking and planning skills are essential.
- Excellent communication skills: effectively communicate with team members, senior leaders, and external stakeholders, both verbally and in writing.

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>

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.

Accessibility and accommodation:

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment

process.

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?

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Division

People & Organization

Business Unit

CTS

Location

Ireland

Site

Dublin (Novartis Corporate Center (NOCC))

Company / Legal Entity

IE02 (FCRS = IE002) Novartis Ireland Ltd

Alternative Location 1

United Kingdom

Alternative Location 2

Czech Republic

Functional Area

Human Resources

Job Type

Full time

Employment Type

Regular

Shift Work

No

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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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