

# Director, Strategy & Operations, Global Social Impact & Sustainability

Job ID  
REQ-10032766  
Dec 16, 2024  
Switzerland

## Summary

Location: Basel

The Director, Strategy & Operations for Global Social Impact & Sustainability will play a pivotal role in shaping and driving the success of the newly established Global Social Impact & Sustainability team. This role will bring a strategic mindset and act as a trusted advisor to the Head of Global Social Impact & Sustainability, leveraging competitive intelligence, business insights, and data-driven analyses to shape and execute strategies that drive competitive advantage and business outcomes. They will also foster collaboration and innovation across teams and ensure operational excellence.

## About the Role

Your responsibilities include, but not limited to:

- Provide strategic leadership as a member of both the Global Social Impact & Sustainability leadership team and the Chief of Staff's leadership team, shaping priorities, driving cross-functional alignment, and advancing innovation to maximize the function's impact and efficiency.
- Partner with the Head of Global Social Impact & Sustainability to co-develop and execute a forward-thinking strategy that advances the function's objectives, leveraging competitive and business intelligence to deliver differentiation and drive competitive advantage.
- Lead planning, resource allocation, and the establishment of processes to ensure the Global Social Impact & Sustainability team's efficiency and alignment with business priorities. Define and implement metrics to measure outputs and link them to business outcomes, ensuring resources and efforts are optimized.
- Develop and deliver strategic internal communications, including town halls and key updates, serving as a business partner to the Head of Global Social Impact & Sustainability and promoting alignment across internal and external stakeholders.
- Plan and execute high-impact leadership team meetings, team-building activities, and planning sessions to strengthen strategic alignment and drive organizational goals.
- Identify and implement opportunities to build new capabilities and processes that enhance the team's ability to deliver against its mission.
- Oversee the management of the Global Social Impact & Sustainability budget, including Foundation budgets, ensuring resources are allocated effectively and aligned with strategic priorities.
- Cultivate strong relationships across Corporate Affairs, Novartis functions/units, and external partners to align strategies, share insights, and capture synergies that enhance business outcomes.

- Support the Head, Global Social Impact & Sustainability and Chief of Staff on various strategic projects and tasks, and participate in cross-functional projects, as needed.

What you'll bring to the role:

- Bachelor's degree, advanced degree preferred
- Proficiency in English required, excellent verbal and written communication skills.
- Demonstrated experience in Strategy Development in Social Impact & Sustainability
- Relevant experience gained in a pharma / healthcare organization.
- Strong project management experience ideally with consulting from top tier consultancies
- Experience gained designing social impact programs for a multi-national organization.
- Knowledge of Novartis initiatives including Foundations, Novartis Volunteering and Novartis climate commitments.
- Familiarity with Environmental, Social and Governance
- Analytical mindset and ability to translate complex data to shape and execute strategies that drive competitive advantage and business outcomes
- Ability to manage complexity within a matrix organization.

### **Commitment to Diversity & Inclusion:**

Novartis is 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, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to [diversity.inclusion\\_ch@novartis.com](mailto:diversity.inclusion_ch@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

**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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Division

Corporate Affairs

Business Unit

Corporate

Location

Switzerland

Site

Basel (City)  
Company / Legal Entity  
C010 (FCRS = CH010) Novartis International AG  
Functional Area  
Communications & Public Affairs  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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