

Manager, Field Communications

Job ID
REQ-10011202
Juni 12, 2024
USA

Zusammenfassung

The Manager, Field Communication will be responsible for managing our internal communication approaches between headquarters and our field associates. Strong communication and copywriting skills as well as experience in corporate communications and project management are important qualities for this role. Enthusiasm and positive attitude will also contribute to the successful engagement and exchange of information between our internal stakeholders. Experience in graphic/web design and change management preferred. Primarily responsibilities are as outlined below, but ideal candidates demonstrate the ability to be agile, flex and adapt to meet the needs and responsibilities of an ever-evolving environment

- Support field communications and initiatives including, compliance, sales meetings, fleet, samples, literature, CRM, etc.
- Develop, maintain, and enhance capabilities of SharePoint or other such platforms.
- Lead creation of materials to educate field associates on core field operations processes.
- Proactively develop and distribute critical information to field associates in the form of weekly updates and tactical memos or similar approaches.
- Support implementation, logistics and compliance of other field/customer interaction and interfaces. Liaise with Ethics & Compliance, Communications, P&O, Curriculum Development, Training, etc.
- Support field operations and sales leaders in communications material development
- Identify and embed industry trends and best practices to optimize field communications channels and ensure the most important messages breakthrough and resonate.
- Monitor and assess the impact of field communications and make recommendations based on results for future areas of focus.
- Ensures alignment to, compliance with, and ownership of all NPC policies, including the Code of Conduct and all applicable laws and regulations.

About the Role

Education:

Bachelor's degree required, MBA Preferred

Languages:

Fluent English, excellent communication skills

Travel:

10-20% Travel Required; Remote role considered

Experience/Professional requirement:

Minimum Requirements:

- 3-5 years in pharmaceutical, biotech, healthcare, and/or consulting industry, or equivalent experience

- Strong ability to simplify complex concepts & strategies and “tell a story”... orally, written and verbally.
- Expertise with PowerPoint and able to create impactful content for executive audiences, cross-functional colleagues, and field personnel.
- Strong analytical skills
- Strong influencing skills, and the ability to exercise tact and diplomacy in stressful situations.
- Ability to manage multiple priorities and a consistent workload with accelerated timelines.

Preferred:

- Agency communications experience or equivalent a plus
- Curious, with excellent listening skills, able to challenge current thinking.
- Track record of exceptional performance and execution that drives results.
- Ability to lead, manage and motivate teams, with or without authority.
- Experience working collaboratively across the matrix.
- Experience influencing in all directions from an internal perspective.

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>

EEO Statement:

The Novartis Group of Companies are Equal Opportunity Employers and take pride in maintaining a diverse environment. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, gender, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to building diverse teams, representative of the patients and communities we serve, and we strive to create an inclusive workplace that cultivates bold innovation through collaboration and empowers our people to unleash their full potential.

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.

Abteilung

US

Business Unit

Innovative Medicines

Ort

USA

Website

East Hanover
Company / Legal Entity
U014 (FCRS = US014) Novartis Pharmaceuticals Corporation
Functional Area
Der Umsatz
Job Type
Full time
Employment Type
Regular
Shift Work
No

[Apply to Job](#)

iframe{ width: 100%; margin-top: 3rem; } @media screen and (max-width: 767px){ iframe{ height: 30vh !important; } } @media screen and (min-width: 768px){ iframe{ height: 34vh !important; } }

Job ID
REQ-10011202

Manager, Field Communications

[Apply to Job](#)

Source URL: <https://www.adacap.com/careers/career-search/job/details/req-10011202-manager-field-communications>

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://talentnetwork.novartis.com/network>
3. <mailto:us.reasonableaccommodations@novartis.com>
4. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/East-Hanover/Manager--Field-Communications_REQ-10011202
5. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/East-Hanover/Manager--Field-Communications_REQ-10011202