

Senior Director, Project Management & Operations

Job Purpose

Accountable to the CEO and CMO for successful execution and delivery of the development strategy for assigned gene therapy projects.

Responsibilities

- Ensure the creation and maintenance of a development strategy which is aligned to the vision for the products
- Oversee the creation and maintenance of an integrated project plans (schedule, costs, risk) for development of the assets
- Ensure that the project plans for all assets/indications are transparent and aligned with the overall vision and strategy for the development projects
- Lead the execution and delivery of the integrated project plans – drive delivery of stretch targets
- Identify and/or communicate resource needs and gaps
- Lead and influence project activities at a variety of levels: technical, operational and strategic
- Guide and Empower team members to deliver the project according to the agreed strategic objectives
- Coordinate activities for reviews and/or governance oversight
- Represent the projects to stakeholders as required
- Manage project communications
- Oversee operational aspects of the team
- Coach and contribute to the evaluation and development of team members

JOB FACTORS

Accountability:

- Accountable to CEO and CMO for leadership of the team to define strategy, objectives, assumptions, resources, costs, risk and schedule for development of the projects
- Act as facilitator to resolve issues that require changes to the strategy and/or plan (resource, timeline, risks and opportunities)
- Frame up issues, recommend options and alternative scenarios and drive to resolution in order to deliver the project consistent with agreed objectives
- Ensure smooth decision making between key investment points
- Identify project resource requirements (people, time, money) and work with team members to ensure gaps are filled/ managed
- Facilitate timely decisions through the project life by determining, and providing contingencies for key risks

Complexity:

- Accountable for leadership of complex project(s)
- Influence team members and senior stakeholders
- Leadership across the team/ all contributors to achieve deliverables
- Global remit for high level of leadership to ensure alignment with the plan and achievement of deliverables

Leadership skills

- Ability to apply strong leadership skills to medicines development to include delegation, supervision and planning, fostering teamwork and strategic thinking
- Ability to employ highly effective decision-making strategies in resolving issues and conflicting options.
- Ability to lead with integrity and empower others to achieve project outcomes.
- Highly effective influencing and negotiation skills for a wide variety of audiences
- Use multiple channels to facilitate successful project implementation and effective issue resolution
- Creative approach to problem solving and ability to challenge the status-quo
- Highly effective verbal and written communications skills

Profile

- Life sciences degree and post-graduate training preferred
- Strong scientific background with pharmaceutical development experience
- Pharmaceutical business acumen
- Demonstrated leadership skills
- Understanding of technical and non-technical development issues