

Recruiter : Steven Karski

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Alchemy Scientific, Inc., 51 JFK Parkway, First Floor West, Short Hills, NJ 07078

### **Senior Director – Medical Communications 12/7/09**

#### GENERAL SUMMARY:

Provides leadership role as medical communication expert for company and external clients. Responsible for developing the medical communication strategy and coordinating activities of company products from early clinical development stage to market launch.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Responsible for developing the Medical Communication strategy and implementing the program for company portfolio product including publication management programs and Key Opinion Leaders management.
2. The successful candidate should demonstrate an ability to translate medical strategies into actionable Medical Communications plans.
3. The execution of the above responsibilities requires a thorough understanding of oncology, company and competitive scientific data.
4. Accountable for developing and managing the Medical Communications budget; assuring compliance with all applicable laws and company policies; and interfacing with key internal (eg. clinical development, marketing) and external (eg. healthcare professionals and other members of the scientific community) stakeholders.
5. Responsible for publication planning/implementation (e.g. meeting abstracts, journal reviews, product materials, and copy review of all communications)
6. Responsible for the development and review of product slide sets
7. Oversees the development and implementation of educational programs
8. Responsible for the development and continual review of medical communication databases
9. Responsible for supervision, development and mentoring of Medical Communications team members
10. Maintains technical proficiency and professional skills via independent study and continuing education (e.g. conferences, seminars)
11. Follows departmental policies, procedures, and SOPs
12. Some travel is required.

#### ESSENTIAL KNOWLEDGE, SKILLS, EXPERIENCE:

1. Candidate needs a successful track record of having developed and implemented of medical communications programs, sound working knowledge of ethical, compliance, legal and regulatory guidelines and requirements related to medical communications and working knowledge of the commercialization process.
2. Experience in managing consultants and vendors.
3. Minimum of five years of oncology experience, in Clinical Affairs, Medical Writing within the pharmaceutical industry.
4. Advanced degree required in Life Sciences, Pharmacy or Medicine.
5. Knowledge of applicable Food and Drug Administration regulations

6.Ability to achieve departmental and Company goals in a timely manner.