

Director, Strategy & Operations, Corporate Communications

Job ID
REQ-10046335

4月 14, 2025

Switzerland

摘要

The Director, Strategy & Operations for Corporate Communications will play a pivotal role in driving the success of the Corporate Communications team. This role will bring a strategic mindset and act as a trusted advisor to the Global Head of Corporate Communications, 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

Key Responsibilities:

- Provide strategic leadership as a member of both the Corporate Communications 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 Global Head of Corporate Communications 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 Corporate Communications 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 Global Head of Corporate Communications 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 Corporate Communications budget, ensuring resources are allocated effectively and aligned with strategic priorities.
- Cultivate strong relationships across Corporate Affairs, company functions/units, and external partners to align strategies, share insights, and capture synergies that enhance business outcomes.
- Support the Global Head of Corporate Communications and Chief of Staff on various strategic projects and tasks, and participate in cross-functional projects, as needed

Essential Requirements:

- Bachelor 's degree required.
- Many years of experience suggested, Communications expertise required.
- Experience in delivering high quality strategic insights and impactful contributions to key projects, aligned with the function 's objectives.
- Ensures proactive and efficient management of processes, ensuring timeliness and high-quality execution.
- Provides evidence of measurable success in fostering a culture of high performance, innovation, and collaboration.
- Effective optimization of processes, resource allocation, and financial management.
- Strong matrix management and influencing skills to manage complex challenges and opportunities.

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, or in any order to receive more detailed information about essential functions of a position, please send an e-mail to inclusion.switzerland@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>

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>

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>

部门
Corporate Affairs

Business Unit
CTS

地点
Switzerland

站点

Basel (City)

Company / Legal Entity

C028 (FCRS = CH028) Novartis Pharma AG

Functional Area

Communications & Public Affairs

Job Type

Full time

Employment Type

Regular

Shift Work

No

[Apply to Job](#)

Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.



Job ID
REQ-10046335

Director, Strategy & Operations, Corporate Communications

[Apply to Job](#)

Source URL:

<https://www.novartis.com.cn/careers/career-search/job/details/req-10046335-director-strategy-operations-corporate-communications>

List of links present in page

1. <https://www.novartis.com/careers/benefits-rewards>
2. <mailto:inclusion.switzerland@novartis.com>
3. <https://www.novartis.com/about/strategy/people-and-culture>
4. <https://talentnetwork.novartis.com/network>
5. <https://www.novartis.com/careers/benefits-rewards>
6. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Basel-City/Director--Strategy---Operations--Corporate-CommunicationsREQ-10046335-1>
7. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Basel-City/Director--Strategy---Operations--Corporate-CommunicationsREQ-10046335-1>