

# SSO Site Partnership Manager

Job ID  
REQ-10042948  
Mar 11, 2025  
Canada

## Summary

Location: Montreal/Toronto, #LI-Hybrid

Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you.

We are seeking an innovative and experienced Site Partnership Manager with strong influencing, operational and engagement skills to advance Novartis' portfolio through partnership with a strategic network of sites, while building mutually beneficial relationships globally.

About the role:

As a SSO Site Partnership Manager, you will optimize the cooperation with selected trial sites, considered key accounts for Novartis with huge potential to significantly contribute to the portfolio execution, aiming to improve performance in clinical studies regarding patient numbers, timelines, data flow and quality and thus establishes Novartis as partner of choice in clinical trials.

This role will work directly with the country stakeholders (e.g., CRMA/MSL, Portfolio, Start-up and monitoring teams) and reports to the Portfolio Team Lead.

## About the Role

### Key responsibilities:

- Responsible for key account network within the country
- Defines tailored engagement model with assigned sites according to local and structural needs of these sites
- Prepares and implements Site Partnership Strategy Plans in cooperation with assigned accounts
- Defines measures of success of each site in scope (e.g. % increase in portfolio volume, patient density, start-up, and contracting timelines)
- Single point of contact for all relevant stakeholders (e.g., department heads, investigators, pharmacists, clinic administration) across all therapeutic areas at assigned sites regarding all study overarching topics
- Communicate Novartis standards and expectations for future collaboration
- Support feasibility process in close cooperation with the SSO feasibility Manager
- Support and optimize early site engagement, speed of site initiation readiness as well as achievement of committed patient numbers in the assigned sites
- Support sites to develop their network with other departments to improve study start-up, patient management and recruitment

## What you'll bring to the role:

### Essential:

- A degree in scientific or health discipline required and advanced degree with clinical trial experience and/or project management, is preferable
- Minimum 5 years' experience in clinical research in a role that oversees (project management) and/or with monitoring clinical trials
- Capable of leading in a matrix environment, without direct reports and working cross-border managing study in various countries
- Strong project management capabilities with demonstrated ability to problem solve and mediate complex issues
- Demonstrated negotiation and conflict resolution skills both internal and external (site relationships)

### Desirable:

- Bilingual: English and French written and spoken
- Experience in various therapeutic areas including Cardiovascular, Renal & Metabolism, Immunology, Oncology and Neuroscience.

**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>

Division

Development

Business Unit

Innovative Medicines

Location

Canada

Site

Montreal

Company / Legal Entity

CA04 (FCRS = CA004) NOVARTIS PHARMA CANADA INC.

Alternative Location 1

Field Non-Sales (Canada), Canada

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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

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