

# Site Partnership Manager, Study and Site Operations

Job ID  
REQ-10044090  
Mar 27, 2025  
United Kingdom

## Summary

The SSO Site Partnership Manager optimizes 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.

Location: Field based, UK

## About the Role

### Major accountabilities:

- Responsible for key account network within the country and 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 for 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., departments heads, investigators, pharmacists, clinic administration) across all therapeutic areas at assigned sites regarding all study overarching topics
- Supports feasibility process in close cooperation with Feasibility Manager
- Supports and optimizes early site engagement, speed of site initiation readiness as well as achievement of committed patient numbers in the assigned sites
- Support sites in developing network with other departments to improve study start-up, patient management and recruitment
- Support negotiation of study fees, contracts, contract templates and master templates as applicable.
- Optimizes Novartis processes to simplify and speed up study start-up with focus on site set-up
- Communicates knowledge regarding sites and the overarching topics to the organization and informs and advises relevant functions actively (e. g. site selections)

### Minimum Requirements:

- Strong experience in clinical research in the UK
- Capable of leading in a matrix environment, without direct reports
- Understanding of all aspects of clinical drug development with particular emphasis on study execution.
- Strong stakeholder management skills
- Excellent influencing and presentation skills

- Demonstrated negotiation and conflict resolution skills both internal and external (site relationships)

**Nice to have:**

- A strategic mindset

**Benefits and rewards:**

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<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*

**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?

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Division

Development

Business Unit

Innovative Medicines

Location

United Kingdom

Site

Field Force (England / Wales)

Company / Legal Entity

GB16 (FCRS = GB016) Novartis Pharmaceuticals UK Ltd.

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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