

# Associate Director, Corporate Affairs Communications & Engagement

Job ID  
REQ-10069837

1月 27, 2026

USA

## 摘要

The Associate Director, Corporate Affairs Communications & Engagement is a senior strategic leader responsible for aligning, informing, and inspiring our global Corporate Affairs function. This role sets the vision and delivers the communications and engagement strategy that enables Corporate Affairs teams worldwide to operate with clarity, unity, and purpose – maximizing the function's impact on the company's purpose, performance, and reputation.

Partnering closely with the Chief Corporate Affairs Officer, Corporate Affairs Leadership Team, and colleagues across the enterprise, the Associate Director will strengthen collaboration, accelerate execution of strategic priorities, and enable a high-performing, future-ready function. Through compelling narratives, flagship engagement platforms, and disciplined communications strategy, this leader ensures Corporate Affairs is connected, cohesive, and equipped to deliver exceptional value for the business and the patients we serve.

Novartis is unable to offer relocation support for this role. Novartis will not sponsor visas for this position. Please only apply if this location is accessible for you.

## About the Role

### Key Responsibilities:

- Set the vision and lead the global communications and engagement strategy for Corporate Affairs, delivering integrated programs that drive alignment, shape culture, and elevate functional performance.
- Curate and deliver flagship engagement platforms—including global town halls, leadership forums, and initiatives that strengthen the talent pipeline and build deep connection to our purpose—ensuring leaders and teams are aligned on priorities and equipped to act.
- Lead the function's internal and external digital presence, ensuring a consistent, compelling narrative that supports strategic priorities, showcases functional excellence, and reinforces the company's reputation.
- Serve as strategic communications counsel to the Chief Corporate Affairs Officer and Corporate Affairs Leadership Team, developing high-impact messages and materials that inspire, influence, and mobilize key internal and external audiences.
- Provide selective support for external speaking engagements and social media for the Chief Corporate Affairs Officer. Partner across Corporate Affairs for Executive Committee communications alignment.
- Convene and facilitate leadership briefings on priority topics, ensuring clarity, coordination, and timely decision-making across the global Corporate Affairs network.
- Lead and support special projects that enhance functional performance, culture, and talent development, bringing structured execution and creative problem-solving to priority initiatives.

### Essential Requirements

- 7+ years of experience in communications or a similar field
- Bachelor's degree (or equivalent) degree in Business Communications, Journalism, marketing or similar
- Proven experience in developing and executing communication and engagement strategies, preferably in a corporate or agency setting.
- Strong understanding of change management principles and experience in designing and implementing change communication plans.
- Excellent writing and storytelling skills, with the ability to craft clear, concise, and impactful communications for different audiences and channels.
- Experience in managing large-scale events and facilitating engaging and interactive briefings.
- Strong project management skills, with the ability to manage multiple priorities and stakeholders, and monitor project progress.
- Knowledge of measurement and evaluation methodologies to assess the impact and effectiveness of communication and engagement efforts.

### Benefits & Rewards

The salary for this position is expected to range between \$126,000 and \$234,000 per year. The final salary offered is determined based on factors like, but not limited to, relevant skills and experience,

and upon joining Novartis will be reviewed periodically. Novartis may change the published salary range based on company and market factors. Your compensation will include a performance-based cash incentive and, depending on the level of the role, eligibility to be considered for annual equity awards. US-based eligible employees will receive a comprehensive benefits package that includes health, life and disability benefits, a 401(k) with company contribution and match, and a variety of other benefits. In addition, employees are eligible for a generous time off package including vacation, personal days, holidays and other leaves.

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>

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Benefits and Rewards: Learn about all the ways we'll help you thrive personally and professionally.  
[Read our handbook \(PDF 30 MB\)](#)

EEO Statement:

The Novartis Group of Companies are Equal Opportunity Employers. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status.

## Accessibility & Reasonable Accommodations

The Novartis Group of Companies are committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the application process, or to perform the essential functions of a position, please send an e-mail to [us.reasonableaccommodations@novartis.com](mailto:us.reasonableaccommodations@novartis.com) or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

部门  
Corporate Affairs

Business Unit  
Communications

地点  
USA

状态  
New Jersey

站点  
East Hanover

Company / Legal Entity  
U061 (FCRS = US002) Novartis Services, Inc.

Functional Area  
Communications & Public Affairs

Job Type  
Full time

Employment Type  
Regular

Shift Work

No

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function adjustKalturaPlayer() { var deviceWidth = window.innerWidth || document.documentElement.clientWidth || document.body.clientWidth; var mediaElement = document.getElementById("kulturaplayer6981917999961724679611"); var mediaContainer = mediaElement.closest('.nc-kaltura-media'); var originalWidth = "1200px"; var originalHeight = "674px"; var originalWidthValue = parseFloat(originalWidth); var originalHeightValue = parseFloat(originalHeight); var mediaType = "video"; var isResponsive = false; // Get computed styles of the container element. var parentStyles = window.getComputedStyle(mediaContainer); var finalWidth = parseFloat(parentStyles.width); if (finalWidth < originalWidthValue) { var config = { targetId: "kulturaplayer6981917999961724679611", provider: { widgetId: "10m7rm1pm", partnerId: "2076321", uiConfd: "55802022" }, playback: { autoplay: false, autopause: false, allowMutedAutoPlay: false, loop: false }, sources: { options: {}, startTime: 0 }, plugins: { download: { disable: true }, "playkit-js-transcript": { position: "right", // Default: bottom; ('left', 'right', 'top', 'bottom') to enable transcript. expandMode: "over", // Default: alongside; ('alongside', 'hidden', 'over') expandOnFirstPlay: false, showTime: true, downloadDisabled: false, printDisabled: false, disable: true } }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu: false }, components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets: ['Playback', 'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get: KalturaPlayer.ui.components.Remove } ] } }; config.plugins.preventSeek = { preventSeekForward: false, preventSeek: false }; config.plugins.floating = { disable: true }; config.plugins.navigation = { position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; config.plugins['playkit-js-hotspots'] = { disable: true }; config.plugins['playkit-js-moderation'] = { disable: true }; config.plugins['playkit-js-info'] = { disable: true }; config.plugins.share = { disable: true }; config.ui.uiComponents = []; config.plugins.googleTagManager = {}; config.plugins.googleTagManager.customEventsTracking = {}; config.plugins.googleTagManager.containerId = 'GTM-57RJQ5'; config.plugins.googleTagManager.customEventsTracking.custom = []; config.plugins.googleTagManager.customEventsTracking = { preset: { coreEvents: true, UIEvents: false, playlistEvents: false, castEvents: false } };
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try { var kalturaPlayer = KalturaPlayer.setup(config); // Add the player to the global array. if (typeof kalturaPlayerVideos !== 'undefined') { kalturaPlayerVideos.push(kalturaPlayer); } else { var kalturaPlayerVideos = []; kalturaPlayerVideos.push(kalturaPlayer); } // Load the Player for other media. kalturaPlayer.loadMedia({entryId: "1_dgfvmafo"}); setTimeout(() => { setupAutoPause(kalturaPlayerVideos); }, 500); function setupAutoPause(players) { players.forEach((currentPlayer) => { currentPlayer.addEventListener('play', () => { players.forEach((otherPlayer) => { if (otherPlayer !== currentPlayer && typeof otherPlayer.pause === 'function') { otherPlayer.pause(); } })); })); } } catch (e) { console.error(e.message) }
```



## VIDEO

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