

Job Description

Job Title: Head of Field Medical and Operations (Senior Director level)	Reports To (Title): Vice President, Medical Affairs	Date Created: 02/13/2024
Department: Medical Affairs	Job Type: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Contractor	

SUMMARY OF JOB (brief description): Soleno Therapeutics, Inc., based in Redwood City, California, is a clinical-stage biopharmaceutical company developing novel therapeutics for the treatment of rare diseases. As the Head of Field Medical and Operations in Medical Affairs, this candidate will play an important leadership role in bridging the gap between Soleno's clinical/scientific innovations and healthcare professionals, ensuring the safe and effective utilization of our products. This position will be directly responsible for managing the field-based Medical Science Liaisons (MSLs), building strong relationships with key internal and external stakeholders, and overseeing operational activities within Medical Affairs.

RESPONSIBILITIES:

Strategic Leadership:

- Provide strategic leadership in the Soleno's Medical Affairs function, including the development of annual medical plans and budgets.
- Collaborate with other functions, including Clinical Development and Commercial, to compliantly advance Soleno's clinical programs and scientific exchange with external stakeholders (thought leaders, healthcare practitioners, patient advocacy groups, health care payors).
- Oversee scientific communications with respect to disease education and clinical trial data to respond to inquiries from customers and healthcare professionals.
- Maintain current knowledge of Soleno's therapeutic areas of interest including the competitive landscape.

Managerial Leadership:

- Responsible for training and managing a team of field-based Medical Science Liaisons (MSLs) and operational staff.
- Oversee vendor budgets and manage qualified vendors and contractors to advance Soleno's Medical Affairs strategies and tactics.
- Evaluate grant support opportunities for medical education.

Scientific Congress and Field Support:

- Attend key scientific congresses and medical meetings to facilitate exchange of scientific information with internal and external stakeholders.
- Support the field MSL team by participating in face-to-face and remote interactions with healthcare providers and patient advocacy groups.

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QUALIFICATIONS:

- Bachelor's Degree with advanced degree(s) in scientific field (e.g., PhD, PharmD, MD, MS).
- 10 or more years of field-based experience in MSL role, with experience in leading a function and/or team within medical affairs.
- Ability to conduct doctoral-level scientific discussions with key external stakeholders.
- Highest standards for integrity, including a thorough understanding of compliance guidelines, laws, and regulations relevant to the pharmaceutical industry.
- Product launch experience within specialty care, preferably in rare-disease area.
- Experience interacting with patient advocacy groups and health care payors.
- Excellent organizational, computing, and oral/written communication skills.
- Strong team player with demonstrated track record working with cross-functional teams.
- Strong critical thinking and decision-making skills.
- Strong supervisory and leadership skills with outstanding ability to lead, mentor, and coach teams.
- Ability to organize, prioritize, and work effectively and independently in a constantly changing and fast-moving environment.
- Ability to influence and formulate effective solutions.
- Ability to travel as needed.

Salary Range: \$240k - \$290k (Actual salary at the time of hire may vary and may be above or below the range based on various factors, including, but not limited to, the candidate's relevant qualifications, skills, and experience, as well as the location where this position may be filled.)