

# Director, AI Enablement, Corporate Affairs

Job ID  
REQ-10081916  
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Available in: English

## Сводка

We're a team of dedicated and passionate people united by a drive to achieve together. This is a senior leadership role accountable for defining and delivering the AI strategy that transforms how Novartis Corporate Affairs creates and delivers enterprise value. You will set the multi-year vision for AI enablement across the function, lead a team to execution, lead the development of the portfolio, and represent Corporate Affairs as our lead voice on AI in senior enterprise forums. You will own the full lifecycle of AI in Corporate Affairs, from strategy and business cases through delivery, governance, adoption, and realized value, and is measured by the strategic, operational, and reputational impact AI generates for the function and the enterprise.

## About the Role

#LI-Hybrid

Location: Basel, Switzerland

## Key Responsibilities

- Design and implement a defined and executive-endorsed multi-year AI strategy for Corporate Affairs that anticipates how AI will reshape communications, public affairs, ESG, and stakeholder engagement.
- Lead the strategy and development of a prioritized AI portfolio governed as a managed investment, with disciplined trade-offs across strategic and operational impact, data readiness, and speed to value.
- Lead the strategy and execution for approved business cases and funding decisions for every initiative in the portfolio, with quantified value targets, ROI methodology, and clear reinvestment logic linked to enterprise outcomes.
- Hire and develop a high-performing AI team with the technical depth and judgment required to deliver enterprise-grade AI solutions.
- Deliver realized business value across deployed solutions — measured in time recovered, productivity gained, opportunities captured, insights accelerated, or strategic capacity created — tracked against approved business cases.
- Represent Corporate Affairs in enterprise AI governance bodies, technology councils, and senior cross-functional forums.
- Serve as a trusted senior advisor with the Chief Corporate Affairs Officer, Chief of Staff, and other executive leaders on AI strategy, opportunity, and more.
- Own the AI governance framework for Corporate Affairs, jointly defined with IT, Legal, and Compliance with zero material compliance, privacy, or responsible-AI incidents across the portfolio.

## Essential Criteria

- Bachelor's degree in Computer Science, Data Science, Engineering, or a related technical field required. Advanced degree (MS, MBA, or equivalent) preferred.
- Extensive progressive experience in AI, digital transformation, and technology strategy, with a proven track record of defining and leading AI strategy for a major function or business unit — including ownership of investment, portfolio, and value realization.
- Strong track record of delivering production-grade AI, generative AI, or advanced analytics solutions in a complex environment, with demonstrable ownership of business outcomes.
- Hands-on technical fluency with large language models, generative and agentic AI applications, and the data engineering and machine learning operations principles that underpin enterprise-grade AI, including responsible AI and model risk.
- Proven experience building and leading teams of AI, data, or technology professionals, including senior individual contributors.
- Ability to operate credibly at senior executive level — advising and briefing C-suite leaders on AI strategy, risk, and value — with substantive experience leading cross-functional partnerships across IT, Legal, Compliance, Procurement, and business functions.
- Direct experience partnering with or working inside Corporate Affairs, Communications, Public Affairs, Policy, or Reputation Management functions, with a sophisticated understanding of how these functions create and protect enterprise value.

## Desirable Criteria:

- Pharmaceuticals, healthcare, or other highly regulated global industry experience.

## Benefits & Rewards

At Novartis, we're committed to reimagining medicine together - and rewarding the people who make it happen.

Expected Annual Base Salary Range for role: €146,300 to €271,700

The base salary offered is determined based on gender-neutral objectives, such as relevant skills, competencies and experience in accordance with the Novartis pay setting policy and upon joining Novartis will be reviewed periodically.

In addition to your base salary, you may be eligible for a performance-based bonus depending on certain performance parameters.

The rewards of being part of our team go far beyond base pay and incentives. We also offer a variety of competitive benefits in kind to help you thrive personally and professionally, such as insurance plans, retirement plans, wellbeing resources and global recognition programs. In addition, we provide flexible and hybrid working options, where possible, and minimum 14 weeks paid parental leave.

In addition to your base salary, you may be eligible for a performance-based bonus depending on certain performance parameters. Long-term equity awards granted at group level may also be part of your package. Further details will be provided during the application process.

Pay equity is a fundamental principle of our employment policy and reflects our commitment to create a diverse, equitable and inclusive environment that treats all employees with dignity and respect, as outlined in our Code of Ethics.

Read our brochure to learn more about our global total rewards offering: [https://www.novartis.com/sites/novartis\\_com/files/novartis-life-handbook.pdf](https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf)

*Note: Benefits and compensation may vary by country and are subject to local legal requirements, including provisions of collective bargaining agreements where applicable. A full overview of your compensation package, including any relevant collective bargaining agreement details applicable to your role based on your employment location and Novartis employer entity, will be communicated separately to you during the application process.*

### **Commitment to Diversity and Inclusion / EEO paragraph**

Novartis is 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 order to receive more detailed information about the essential functions of a

position, please send an e-mail to [diversity.inclusion\\_ch@novartis.com](mailto:diversity.inclusion_ch@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

#### **Barrierefreiheit und Zugänglichkeit**

Wenn Sie aufgrund einer Erkrankung oder Behinderung spezielle Unterstützung während des Rekrutierungsprozesses brauchen und/oder deswegen detailliertere Informationen über die wesentlichen Funktionen einer Stelle benötigen, senden Sie bitte eine E-Mail an [diversity.inclusion\\_ch@novartis.com](mailto:diversity.inclusion_ch@novartis.com) und teilen Sie uns die Art Ihres Anliegens und Ihre Kontaktinformationen mit. Bitte vergessen Sie nicht, dabei die Referenznummer der Stellenausschreibung

anzugeben

**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>

**Benefits and Rewards:** Learn about all the ways we'll help you thrive personally and professionally.

[Read our handbook \(PDF 30 MB\)](#)

Primary location salary range

CHF146,300.00 - CHF271,700.00

Дивизион

Corporate Affairs

Business Unit

Communications

Место

Швейцария

Сайт

Basel (City)

Company / Legal Entity

C028 (FCRS = CH028) Novartis Pharma AG

Functional Area

Data and Digital

Job Type

Full time

Employment Type

Regular

Shift Work

No

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