



Hoosier Oncology Group

PARTNER DEVELOPMENT DIRECTOR

Job Description

SUMMARY

The **Partner Development Director** supports relationship development with funding sources that provide revenue to support the Hoosier Oncology Group (HOG) mission of conducting cancer research and education thru its network of advocates, academic researchers, community physicians, and public health partners. The position matches funder objectives with HOG research and education interests, connects key stakeholders in the HOG network to develop fund-able projects, writes and edits concept proposals or serves to support scientists in proposal submissions. Additionally, the Partner Development Director manages the health of the relationship thru application of sophisticated relationship management skills and tools.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Support relationship management with strategic and niche pharma funders that will translate in to better funded and increased quantity of studies, both Investigator and Industry Sponsored.
2. Support Federal grant-driven collaborations with key collaborators such as Indiana University, Research Advocate Network, Purdue University, and public /community health institutions.
3. Develop limited but focused relationships that might lead to additional funding opportunities from non-traditional sources (Insurance Industry, Foundations, etc).
4. Produce materials that effectively market HOG mission and impact to funding sources to assure a clear value-message is communicated to funding sources. Create modules of consistent content that articulates operations, capabilities, capacity, and interests of the HOG
5. Strengthen relationships with HOG Research Physicians in the Clinical Trial Working Group membership to create a compelling connection with the HOG that promotes practice-changing research ideas that are converted into well-funded, executable studies within the HOG strategic framework.
6. Assess funding needs and develop a comprehensive strategy with clear goals to meet those needs thru business needs analysis, source analysis, and development marketplace analysis which optimizes revenue and minimizes risks. Review RFPs from funding agencies to identify likely candidates for HOG submissions to support operations and mission.
7. Critically evaluate high return areas for development resource effort by staying current with trends within the HOG and the external environment.
8. Attend conferences and meetings to stay current on appropriate external trends that are applicable to the role and anticipate future changes that apply to HOG industry/field.
9. Categorize and manage sponsors according to the criteria that govern our relationships for the proper level of support, engagement, access, and flexibility of responsiveness.
10. Work with physicians/scientists to assist in developing, writing and producing research grants that will utilize the HOG network.
11. Assists with other projects as needed.

QUALIFICATIONS

- Demonstrated success in relationship selling/marketing with clear outcomes. (Oncology MSL or Pharma Sales preferred).
- Ability to work with medical professionals and granting organizations to reduce complex ideas to effective, simple messages.
- Excellent verbal and written communication skills.
- Passion for eradicating cancer.
- Knowledge of word processing and medical terminology is required.
- Oncology clinical research familiarity preferred.

EDUCATION and/or EXPERIENCE

BS Degree in life sciences, marketing, or non-profit development.

College degree with at least 2 years of oncology development or market experience.

At least 2 years of experience developing relationships with funding sources or customers.

Demonstrated ability to qualify funding opportunities, tailor a competitive proposal, and write grant for submission, health-care related experience preferred.

LANGUAGE SKILLS

Ability to read and interpret documents such as computer software and documentation and procedure manuals. Will have the ability to write routine reports and business correspondence.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete issues. Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and use hands to use a computer. The employee is occasionally required to reach with hands and arms for supplies. Specific vision abilities required by this job include close vision, and ability to adjust focus when using a computer.

MENTAL DEMANDS

The mental demands represent those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Mental demands represent high attention to detail (both written and verbal), managing multiple concurrent tasks, working with deadlines, personal initiatives.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Some travel is required.

COMPENSATION AND BENEFITS

The Hoosier Oncology Group offers competitive compensation and benefit packages for mission-driven non-profit organizations that are similar. Please submit salary expectations with resume.

TO APPLY

Submit resume with salary history and references email to hog@iupui.edu with the job title "PDD" in the subject line, or mail to: Hoosier Oncology Group, Inc., 351 W. 10th Street, Suite 330, Attn: Executive Director, Indianapolis, IN 46202.

No calls or walk-ins, please. Equal Opportunity Employer