NOVARTIS

# Lead, Medical Governance & Content Review

Job ID
REQ-10092017
Nov 09, 2026
LOC_CN

## About the Role

### 1. Strengthen the China Medical Governance

- Serve as the country Medical Governance point of contact / Medical Governance Center of Excellence, providing governance leadership and subject-matter expertise across Medical Affairs activities.
- Timely communicate GMA governance standards, frameworks and requirements into fit-for-purpose China implementation.
- Establish and continuously improve a harmonized and sustainable Medical Governance framework with clear roles, accountabilities, processes, controls and escalation mechanisms.
- Act as a trusted risk expert and strategic enabler for Medical teams, supporting activity owners in identifying risks and opportunities early and engaging relevant partners to enable informed decisions.
- Provide governance consultation for high-risk, novel or complex Medical activities and help teams determine appropriate risk mitigation and controls.
- Ensure Medical governance supports business objectives with appropriate quality and compliance rather than creating unnecessary operational complexity.

### 2. Lead and shadow Medical Content Review & Quality Oversight

- Lead and shadow the China Medical Contents review operation across therapeutic areas and relevant external-facing Medical/scientific Contents.
- Establish a risk-based, efficient and scalable review model, including review standards, workflows, role clarity, service levels, escalation criteria and quality indicators.
- Lead the dedicated contents review team and ensure effective workload and capacity management across the portfolio.
- Drive consistency of review decisions and reviewer quality through calibration, guidance, knowledge sharing and case-based learning.
- Establish quality assurance mechanisms including risk-based sample checks, quality trending and targeted remediation.
- Partner with relevant global functions to continuously evolve content-review processes, standards and systems.
- Identify opportunities for technology and AI-enabled workflow improvement while maintaining appropriate human medical judgment, governance and accountability.

### 3. Risk Management, Monitoring & Governance Oversight

- Lead Medical activity risk identification, assessment, mitigation and monitoring in partnership with activity owners and relevant functions.
- Regular monitor Governance or Quality dashboard/system’s KPIs, KQIs translate monitoring data into actionable insights, and proactively identify emerging quality or compliance risks.
- Lead/facilitate medical health checks, governance monitoring and risk-based oversight activities.
- Lead or coordinate Medical self-assessments(SA) and support follow-up of findings and corrective/preventive actions where appropriate by implement the SA strategy form GMA .
- Support cross function (e.g. ERC) to identify, triage, escalation or resolution of the finding or related observation.
- Provide Medical quality and risk updates to relevant country governance/leadership forums, including appropriate insights, risk trends and mitigation plans.

- Ensure appropriate documentation and traceability to support inspection/audit readiness.

### 4. Issue Management & Escalation

- Support cross function (e.g. ERC) to identify, triage, escalation or resolution of the finding or related observation.
- Partner with Medical leadership and cross-functional governance bodies on complex or high-risk issues.
- Ensure appropriate escalation of issues that cannot be resolved through business-as-usual processes, consistent with the GMA pathway whereby issues may progress from local teams to global Medical Governance through the designated escalation mechanism
- Drive root-cause understanding, corrective actions and organizational learning from Content quality or governance issues.

### 5. Cross-functional & Global Partnership

Build strong working relationships with:

- China Medical therapeutic-area teams
- GMA Medical Governance / Medical Excellence, Operations & Governance
- Quality
- Ethics, Risk & Compliance
- Legal
- Patient Safety
- Regulatory Affairs
- Scientific Communications / Medical Information

## 6. Operational Excellence & Capability Building

- Implement governance and Contents-review processes while strengthening quality, risk management and accountability.
- Act as a function SOP manager and Medical SME to ensure the medical owned SOP/WP is properly maintained as Quality requirement
- Develop governance and Contents-review training, onboarding and continuous capability-building programs.
- Build a strong community of Medical reviewers across therapeutic areas.
- Use review data and risk insights to identify recurring issues and systematically address upstream root causes.
- Drive continuous improvement through simplification, transparency and faster decision-making, consistent with the success factors defined by the GMA governance model.
- Partner with technology and AI teams to improve review workflow, knowledge access, quality monitoring and reviewer productivity where appropriate.

### Role Requirements

Division
DIV_IM
Business Unit
Development
Location
LOC_CN
Site
Shanghai (Shanghai)

Company / Legal Entity
CN06 (FCRS = CN006) Beijing Novartis Pharma Co., Ltd
Functional Area
FCT_RD
Job Type
Full time
Employment Type
Regular
Shift Work
No
Apply to Job

Job ID
REQ-10092017

## Lead, Medical Governance & Content Review

Apply to Job

---

**Source URL:** *https://jobapi.novartis.com/req-10092017-lead-medical-governance-content-review*

**List of links present in page**

1. https://jobapi.novartis.com/req-10092017-lead-medical-governance-content-review
2. https://www.moseeker.com
3. https://www.moseeker.com