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Job Description

Please fill in this form and save it as described in SOP 000151.

Background information			
Name of employee: <i>(John Doe)</i>		LEO-id:	
Revision Date: <i>(dd-mmm-yyyy)</i>	18-Oct-2018		
Title: <i>(E.g. Specialist, coordinator, project manager, Head of Department etc.) (Outline internal vs. external, if applicable)</i>	Medical Science Liaison (MSL) - Dermatology		
Department name: <i>(e.g. Patient Solutions Thrombosis)</i>	Scientific Affairs		
Org. Unit ID (optional): <i>(e.g. 30030281 or N/A)</i>	Ca3130003966		
Location: <i>(Country/State/Province/Region or City, as applicable)</i>	Canada		
Job type: <i>(e.g. Business Administration & Support, see Pulse for more info, here)</i>	Scientific Affairs MSL		
Job Band & Job Level: <i>(e.g. P3, see Pulse for more info, here)</i>	P4		
Immediate manager title: <i>(Reports to e.g. Vice President Sourcing)</i>	Vice President, Scientific Affairs		
Business responsibility (if applicable)			
No. of direct reports:	0		
No. of reports in total:	0		
Financial magnitude: <i>(Budget owner, P/L, Sales and/or Cost)</i>	N/A		
Authority: <i>(Areas where the position holder is accountable)</i>	N/A		
Objectives and tasks			
Overall objective: <i>(Short description of the overall objective of the position - the purpose of the role)</i>	The Medical Science Liaison (MSL) is a field based position responsible for providing a variety of external and internal customers with medical and scientific information on the appropriate utilization of specific LEO products and with more general information about their therapeutic area and disease state. The MSL will develop Medical Sciences Plan including KOL Engagement Plan and proactively build KOL support, by using a scientific approach that is aligned with the Commercial strategy and therapeutic area objectives. The MSL will need to be a		



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	<p>credible and valued scientific resource of LEO Pharma in a variety of scientific interactions with key stakeholders across their assigned regions.</p>
<p>Responsibilities: <i>(Short description of the tasks and responsibilities which are key to the role. List in prioritised order)</i></p>	<ul style="list-style-type: none">• KOL Engagement and Development. The MSL will provide regional scientific leadership through credible scientific engagement with KOLs and as a subject matter expert, and will be accountable for developing and maintaining relationships with all the Dermatology KOLs within the region that are important for LEO products.• The MSL will be responsible for mapping, identification, and segmentation, of KOLs in the assigned region, and engaging KOLs with credible, fair balanced, scientific information about LEO products, LEO research activities, and LEO product development initiatives.• The MSL will develop Engagement Plan for each KOL with engagement tactics such as potential speaking or clinical research opportunities, etc., and build strong and sustainable business relationships to develop them into advocates and Scientific Champions for the LEO products, depending on their specific interests, enthusiasm for, or experience with LEO products. The MSL will also collaborate with the Commercial Team and other cross-functional business partners to build a coordinated approach in KOL Engagement Across Functions.• The MSL will be a major source of balanced medical information for HCPs and will be capable of issues management and addressing scientific questions, including queries on safety and off label use of LEO products based on available scientific data.• The MSL may also be involved in providing scientific support to cross-functional business partners, including support to formulary submissions for new products.• The MSL will contribute regional scientific insights to the Integrated Scientific Affairs Plan (iSAP) and define engagement strategy for each KOL spread across entire lifecycle of the product.• The MSL position is field based and requires strong territory planning. This will be done in collaboration with the MSL Manager and/ or Medical Advisor and will involve developing a plan of action for managing KOLs, including staturing, segmenting , and prioritizing KOLs, determining engagement model and the metrics for engagement frequency, collecting scientific competitive intelligence, etc.• The MSL will be expected to maintain up-to-date scientific knowledge and be an expert on their products and therapeutic area with regular and extensive review of scientific literature, attending key scientific meetings, LEO training sessions and preceptorships.• The MSL will help in developing scientific presentations (Slide Decks) and assist with publications, posters and other scientific communication programs.• The MSL will play a critical role in training and scientific education both internally and externally. The MSL will communication with the Medical, Patient Solutions team as well as Commercial Business managers sharing knowledge and field insights in a compliant manner, including opinion leader insights, site profiling, and competitive intelligence.• The MSL will be responsible for assisting the Medical Advisor in LEO clinical research initiatives including global clinical development programs and investigator initiated studies (IIS). This may include identification of potential investigators and research projects, assisting in protocol development, site selection, recruitment strategies, and Clinical Operations collaboration. For Investigator Initiated Studies, this may include education and facilitation of the Investigator Initiated Study process <p>General</p> <ul style="list-style-type: none">• Ensure compliance with appropriate SOP's, policies and guidelines.



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	<ul style="list-style-type: none"> • Complete mandatory training in assigned timelines upon hire as well as when new policies, SOP's, guidances are issued. • Participate in personal development and training sessions as required for the position. • Work in a safe manner that does not endanger yourself or co-workers. Report any health or safety concerns (internal and external) in compliance with LEO policy and standard procedures. • Strive to consistently uphold LEO Pharma's core values. • Execute other duties as may be required by Executive team members and other members of LEO Pharma's Management team as training and experience allow.
<p>Key working relationships: (Interface and cooperation with e.g. internal functions or external partners)</p>	<p>This role will work closely with the medical and commercial teams in developing a strategic direction for the brand, and will develop an MSL strategic and tactical plan in collaboration with the medical team. It will interact externally with Key Opinion Leaders and other industry stakeholders.</p>
<p>Job specific competencies</p>	
<p>Requirements to e.g.:</p> <ul style="list-style-type: none"> • <i>professional</i> competencies (education, training, experiences) • <i>business insights</i> (knowledge of the business and industry) • <i>behavioural</i> competencies (demonstrated behaviours - see <i>Pulse</i> for more info, here) 	<ul style="list-style-type: none"> • Medical Doctorate (MD), PhD or Pharm D preferred. • Minimum Master's degree in life sciences with a focus on immunology and/or Health care professional background. • Thorough knowledge of the healthcare system, disease management and clinical research. • Dermatology therapeutic area and market knowledge. Biologics experience considered an asset. • Excellent interpersonal, communication and presentation skills (including ability to network). • Proven ability to develop and foster peer-to-peer relationship with stakeholders. • Demonstrated ability to organize, prioritize and work effectively with minimal supervision in a constantly changing environment. • Willingness to travel up to 50% of the time. • Evening and weekend work will be involved. • Ability to understand and summarize all aspects of clinical data and scientific publications, and effectively put data into perspective and communicate relevant clinical evidence to HCPs to expand their understanding of LEO products. • Ability to research scientific literature, and write reports, papers and research protocols. • Solid understanding of GCP, IMC code and healthcare compliance policies and procedures. • Excellent teaching skills and ability to present and discuss scientific material clearly and concisely. • Ability to work independently and engage KOLs and researchers in a scientific dialogue, handle objections and manage issues. • Demonstrated critical thinking in effectively and ethically addressing unsolicited off label questions based on available clinical evidence. • Ability to function in a highly regulated environment and to adhere to all LEO Guidelines and Standard Operating Procedures (SOPs), yet be able to respond to a variety of scientific questions and requests from health care professionals. • Strong strategic thinking and planning skills, and demonstrated ability to take initiative, impact decision making, and follow through.



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	<p><u>Behavioural Competencies</u></p> <ul style="list-style-type: none"> • Integrity and Trust • Strategic Mindset • Stakeholder Focus • Drive for Results • Collaboration • Planning and Alignment • Demonstrating Courage • Learning on the Fly • Communications Skills • Business Acumen • Interpersonal Savvy • Dealing with Ambiguity
Working Conditions:	<ul style="list-style-type: none"> • This role will require significant time spent travelling and varied work hours. • In this role there may be extended periods of time standing, walking, sitting based on daily schedules to meet customer schedules at conferences, meetings, hospitals, clinical, pharmacies etc. • The job requires moderate amounts of time on electronic devices and tools such as i-Pad, cell phone, computer, which requires manual dexterity.
<p>Job description hereby understood and agreed:</p> <p>_____</p> <p>Employee's signature</p> <p>Date:</p>	<p>The correctness of the job description is hereby confirmed :</p> <p>_____</p> <p>Manager's signature</p> <p>Date:</p>

Acknowledgement
<p>LEO Pharma reserves the right to make modifications to this job description as deemed necessary by changing position and business requirements. The job description documents the general nature and level of work but is not intended to be a comprehensive list of activities, duties and responsibilities required of job incumbents. Therefore, job incumbents are expected to perform all other duties as assigned or required, as training and experience allow.</p> <p>The job description is a requirement under LEO Pharma's Quality Management System. It does not form part of the employment agreement between the employee and LEO Pharma and cannot be relied on in this respect.</p>