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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>	13-JUL-18
Title: <i>(E.g. Specialist, coordinator, project manager, Head of Department etc.) (Outline internal vs. external, if applicable)</i>	Senior External Relations Manager
Department name: <i>(e.g. Patient Solutions Thrombosis)</i>	Patient Access
Org. Unit ID (optional): <i>(e.g. 30030281 or N/A)</i>	N/A
Location: <i>(Country/State/Province/Region or City)</i>	Canada
Job type: <i>(e.g. Business Administration & Support, see Pulse for more info, here)</i>	Patient Access
Job Band & Job Level: <i>(e.g. P3, see Pulse for more info, here)</i>	P5
Immediate manager title: <i>(Reports to e.g. Vice President Sourcing)</i>	Vice President, Patient Access
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>	Build and leverage relationships with key health policy stakeholders and decision makers at the provincial and federal levels to provide strategic direction and field intelligence for development of reimbursement and negotiation strategies. Develop and implement national and regional stakeholder relations and advocacy strategy to optimize patient access to LEO Products.



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Responsibilities:

(Short description of the tasks and responsibilities which are key to the role. List in prioritised order)

Government Relations

- Build and leverage relationships with public health plans, bureaucrats and government to provide strategic direction and field intelligence for development of reimbursement strategies and influence federal and provincial health policy
- Explore regional barriers to market access and provide strategic direction to develop and execute provincial market access programs that support national access objectives.
- Build and leverage relationships with IMC to provide strategic direction to business units.
- Monitor and assess the significance of changes in the national and regional reimbursement and policy landscape and advise the organization on implications and recommended actions
- Collaborate locally and globally to gain knowledge, influence and drive decisions to facilitate optimal reimbursement of LEO products.
- Provide coaching and development for External Relations Manager to ensure execution of national access strategy.

Market Access

- Develop negotiation strategy and manage the listing negotiation process
- Build rapport and ongoing relationships with key stakeholders to facilitate LEO's negotiations.

Private Payers

- Build and leverage relationships with private healthy plans and provide strategic direction and field intelligence for development of reimbursement strategies.
- Develop and implement private payer strategy to support brands.
- Identify and deliver on opportunities to collaborate with private plans and advocacy groups to support commercial strategies.

Stakeholder Relations

- Establish and maintain a comprehensive understanding of all stakeholder/customer needs, value drivers, and systems/processes, and develop innovative strategies to deliver value and satisfy customer needs which support the brand strategy and corporate objectives.
- Leverage relationships with stakeholder networks to proactively communicate key stakeholder insights internally to effectively inform LEO's patient access, medical and commercial initiatives in order to influence access & pricing policy decisions.
- Identify new ways to interact and derive strategic insights from stakeholders related to their roles as consumers/payers, advocates, research partners and policy influencers.
- Manage patient access initiatives aligned to patient advocacy, education and awareness programs and campaigns.

General

- Ensure compliance with appropriate SOP's, policies and guidelines
- Complete mandatory training within assigned timelines upon hire as well as when new policies, SOP's, and guidelines 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



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	<ul style="list-style-type: none"> 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: <i>(Interface and cooperation with e.g. internal functions or external partners)</i></p>	<p>This position requires internal and external liaison; Interaction with Patient Access, finance, commercial, medical and marketing, Global Patient Access team and external consultants. Interactions with external 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"> University degree or higher in sciences, economics, political science, public affairs management or related discipline MBA is considered an asset 5 + years relevant experience in market access, government relations or lobby in the pharmaceutical industry. Demonstrated knowledge of public policy development, industry reimbursement requirements, and the interrelationship between the political and bureaucratic levels of government Established relationships with provincial and federal payers. Strong presence when working with customers Strong negotiation skills Demonstrated initiative, creativity and strategic relationship building skills Experience establishing and maintaining high-level relationships with key decision makers. Strong project management, analytical thinking and financial modeling skills. Demonstrated ability to develop, communicate and implement successful strategic initiatives of multiple constituents with conflicting/competing objectives and goals. Dermatology or Haematology therapeutic experience an asset. <p><u>Behavioural Competencies</u></p> <ul style="list-style-type: none"> Business Insights Persuades Plans and aligns Priority setting Drive for Results Motivating others Builds networks Communicates Effectively Action oriented Influencing Strategic Mindset Manages Ambiguity



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Working Conditions	<ul style="list-style-type: none">• Normal business office environment• Travel may be required - approximately 20%
Job description hereby understood and agreed: _____ Employee's signature Date:	The correctness of the job description is hereby confirmed : _____ Manager's signature Date:

Acknowledgement
<p>LEO Pharma reserves the right to make modifications to this job description as deemed necessary by changing position and business requirements. 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>