Congress expert in Medical Communication

*Description*

Your “can do” attitude and experience within the congress-world, your skills as a structured and stress resilient expert will make you the best candidate for this role.

As Congress expert, we are looking for an exceptional profile with hybrid responsibilities: you take ownership of the full content including the visual aspects of various types of congress materials (e.g. abstracts, posters, presentations).With the “First time right!” delivery mindset, you ensure to deliver at the highest quality. As a key player of the Medical Communication delivery team, you maintain a good communication and collaboration within the team, and act as an advisor internally and towards our clients.

You like to work in a cross functional team, manage several projects in parallel and being the point of contact for clients, this role is for you!

*Key responsibilities*

Medical writer part

# Driver and owner of the medical communication content (special focus on congress activities, but also on original/review articles):

# Manages all scientific content-related matters throughout the development of the deliverable and acts as primary point of contact for all questions surrounding them.

# Drafts, updates and submits documents for publication/presentation at scientific conferences, for release in peer-reviewed scientific journals, or professional meetings

# Collect the relevant data/information.

# Prepare and update scientific publications.

# If needed, submit manuscripts/abstracts/posters/presentations to the journal or meeting organizers.

# Ensure and follow proper documents archiving, version control and security procedures.

# Provide advice on journal selection based on the manuscript’s topic and targeted audience.

# Perform quality checks on the documents.

# Designer part

# Propose and develop print graphics focus on congress activities, but not only (data visualizations, diagrams, infographics, graphical/visual abstracts).

# Visually communicate complex concepts and information (medical and scientific) to a broad range of target audiences using a variety of digital illustration techniques.

# Deliver multiple visual projects according to the agreed timelines in the project plan without compromising high-quality standards and scientific accuracy of the design work.

# Advise on optimal visual communication strategy, consult with various stakeholders and work together with specialized cross-functional teams to ensure delivery of visual projects from conceptualization to the client's final approval.

# Maintain consistency, style, and quality over large series of scientific artwork.

# Respect procedures and policies (client and Modis) regarding medical communication review and approval and ensure compliance of digital features with sponsor and journal requirements.

# Take leadership in all aspects related to visual scientific communication, stay up to date on trends in scientific communications, look for trends and new ways to communicate scientific topics and implement innovation when possible.

# Create scientifically accurate and high-quality digital animated materials (video, audio slides, interactive figures) is a plus.

# *Your profile:*

## Education:

Master’s degree or higher in Science. PhD in life sciences (biology, chemistry, biochemistry, pharmacology, etc) is a plus.

## Expertise (mandatory):

* Excellent oral and written English skills (min C1).
* Excellent communication skills; diplomacy, comfort with a variety of styles and high cultural sensitivity
* Proven experience in managing/developing congress activities (portfolio to be shared with the CV and Cover Letter)
* Proficiency in using design tools (e.g. Adobe CC - After effects, Illustrator, Photoshop, InDesign
* Meeting facilitation skills including ability to work in an international environment and as part of virtual teams
* Ability to manage several projects in parallel, to prioritize and to propose creative solutions.
* Open mind and open eye in term of changes in the communication field.
* Excellent team worker with strong listening skills.
* Strong negotiation and leadership skills.
* Experience in Microsoft Office (Word, Excel, PowerPoint) and reference software (EndNote, Reference manager, Zotero)
* Quality oriented, with a first-time right mindset.
* Attention to detail.
* Ability to work under pressure to deadlines.
* Excellent analytical, planning and organizing skills.
* Flexible and open to be involved in various projects/topics/therapeutic areas.

Expertise (nice to have):

* Experience in publication or scientific writing.
* Good knowledge of the drug development cycle, particularly the complex interaction between various contributors (preclinical, clinical, CMC, regulatory etc.)
* Previous project management experience in the industry (in communication field is an asset).
* Motion Design and/or UX/UI Design skills with strong interest for data visualization and an eye for detail and innovation.
* Experience in developing digital media (e.g. 2D/3D animated graphics and videos) and/or interactive figures.
* Excellent oral and written French and/or Dutch skills(C1).

Please send your application (CV and cover letter) to Carine Steurs (carine.steurs@modisbelgium.be), Gwendoline Clotuche (gwendoline.clotuche@modisbelgium.be) and Ana de la Grandiere (ana.de.la.grandiere@modisbelgium.be).