

Title: Vice President of Sponsor Relations	Job Code: Full Time Exempt
Reports To: President of NESTcc	Revision Date: May 2024

Organization Overview

The Medical Device Innovation Consortium (MDIC), through its public-private partnership, aims to accelerate and improve patient access to innovative, high-quality, safe, and cost-effective medical technologies. Members of MDIC share a vision of a world with timely access to safe and cost-effective medical innovations to improve patients’ lives. MDIC is the first-ever public-private partnership (PPP) created with the sole objective of advancing medical device regulatory science. We are a non-profit 501(c)3 organization that operates in partnership with the FDA to improve the medical technology environment. Participation in MDIC is open to representatives of organizations that are substantially involved in medical and/or medical device:

- Research
- Development
- Patient Advocacy
- Education

Position Description

The Vice Present of Sponsor Relations is the primary relationship conduit between our sponsor organizations and NEST. The individual will commit themselves to the mission, vision, and values of both the Sponsor and NEST to create synchronicity and bolster a strong partnership. The position is responsible for executing Sponsor projects to drive growth while collaborating with internal and external stakeholders to achieve objectives.

Key Responsibilities

- Working closely with the NEST PMO act as the key business contact for sponsors on a day-to-day basis
- Owns and executes on key Sponsor relationship strategies, creating new opportunities for growth (supporting the President of NEST), including penetration into new lines of businesses, projects, and events based on NEST priorities
- Supporting the President in all outreach and work to obtain sponsors to work with the NESTcc rganization

- Provide a “first line of defense” for the NEST team by reviewing and providing feedback on all sponsor interfaces, including but not limited to:
 - Project schedules and implementation plans
 - Agendas and meeting minutes
 - Qualitative and quantitative reports, dashboards, and presentations
 - Analytical approaches being used with sponsors
- Collaborate with other project teams as needed to share insights and drive success with sponsors
- Collaborates with internal stakeholders on sponsor awareness, including scheduled updates of business intelligence, strategies, initiatives, and NEST results
- Builds, expands, and maintains strong relationships with Sponsor leadership and documents progress on the CRM tool
- Coordinates with internal stakeholders on existing sponsor relationships as appropriate
- Develops a trusted relationship with sponsor stakeholders, and internal partners; advocates for Sponsor needs while keeping the objectives of NEST as top priority
- Proactively sets influencer meetings, visits, and agendas in advance
- Provides a summary on next steps and follows through on commitments
- Establish and maintain sponsor advisory council meetings and assists in building the advisory council's diversity and representation
- May lead or participate in seminars, webinars, events, and other contact points with Sponsor members and prospects
- Oversee and manage organizational action processing, standard operating procedures and processes, file maintenance and record-keeping, and morale, welfare, and recreation activities
- Develop strategies to increase sponsorship engagement
- Responsible for coordinating all contracting, invoicing, etc.
- Coordinating with outside NESTcc legal counsel and inside NESTcc finance

Qualifications and Requirements

- A passion for improving patient outcomes – a core tenet of the NESTcc mission
- Strong CRM experience
- Previous experience as a sponsor (client) relationship executive
- Superior organizational, managerial, and leadership skills
- Knowledge of the budgetary processes, personnel regulations, contract regulations, and resource allocation policies and procedures
- Superior strategic and tactical planning, critical thinking, and analytical skills to propose innovative solutions and implement change with resourcefulness and creativity
- Superior ability to coordinate, network, and communicate across the NESTcc stakeholders

- Superior oral and written communication skills, including the ability to clearly convey complex information to audiences of all levels
- Superior ability to work effectively with teams, build and sustain professional relationships, exert influence effectively at all levels across MDIC
- Superior ability to establish goals and manage workflow
- Superior leadership skills and training consistent with organizational direction to develop and value a workforce representing a wide spectrum of diverse backgrounds
- Minimum of a bachelor's degree, higher degrees a plus

NOTE: This scope of services is not intended to be all-inclusive. Individuals may be asked to perform other related duties as required to meet the ongoing needs of the organization.

To apply, please submit a resume and cover letter by email to careers@mdic.org.

MDIC is an Equal Opportunity Employer. MDIC provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, MDIC complies with applicable state and local laws governing nondiscrimination in employment. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.