

# Coactuate

## Senior Medical Writer

### About Us

We are a strategic design consultancy obsessed with helping organizations innovate and grow. Our cross-disciplinary team of strategists, foresight experts, design thinkers, social scientists and biomedical communicators combine top-down management strategy with bottom-up design thinking approaches to tackle difficult and ambiguous challenges and co-create actionable strategies for leading global life sciences and healthcare companies.

We offer competitive compensation and benefits and a chance to work in a fast-paced, creative and highly collaborative studio environment as part of a kick-ass team who lead with heart, curiosity, and above all, the drive to impact positive change.

We are proud of our open, playful, and supportive culture. We believe that all our individual voices matter, but we can achieve more together. The core of our success as an organization is our mutual trust and respect for one another. We play team ball, not hero ball. The best part is, we really like spending time together, whether it be virtually (thanks COVID), or in our newly designed and dynamic office space with lots of room to think, create and collaborate!

At Coactuate, we are focused on building leaders. We believe in the power of a high touch apprenticeship with constant feedback, safe stretch roles, and 'space' to try new approaches. We strive to offer our team the most enriching experiences through maximum exposure to executive level decision-making and thinking. We are also committed to work-life balance and strive to maintain an environment where people do not sacrifice their professional and personal needs.

### The Role

As a **Senior Associate Medical Writer** at Coactuate, you will work as an integral part of a multidisciplinary team delivering impact for global clients. In this role, you will lead the capture and development of scientific and medical insights from a broad range of cross-functional engagements. You will develop scientific storylines and medical narratives while collaborating with cross-functional client teams, engaging global medical experts and thought leaders. Responsibilities will include working with the Coactuate team to ensure scientific and medical accuracy and overseeing the accuracy of less experienced content developers.

### What do Senior Associate Medical Writers do?

- Perform medical literature research and data analysis to generate scientific insights that support and expand strategy and other engagements
- Live capture scientific and medical discussion during engagements with advisors, experts, care providers, and patients; develop robust summary reports suitable to be shared with clients
- Collaborate with cross-functional team members during research synthesis to develop robust insights supported by evidence
- Develop and contribute to position articles, including internal and external case studies, that communicate key insights to broader audiences
- Edit copy to correct errors of spelling, grammar and punctuation, ensure stylistic consistency, enhance readability, and ensure copy meets client and referencing requirements
- Travel to client workshops/meetings on occasion (internationally) to support stakeholder engagement activities, including facilitation of group sessions, readouts of insights

## What do you bring to the table?

- An advanced degree in life sciences (MSc, PhD, PharmD, or MD required), with a strong record of academic accomplishments
- Minimum 3 years of relevant medical information, communications or marketing writing experience (agency, pharmaceutical or independent).
- Understanding of clinical research, the drug development process, and applicable regulatory guidelines required
- Excellent critical thinking skills
- Strong written, verbal and visual communication skills
- Exceptional attention to detail
- Robust analytical capabilities
- Fluency with Microsoft PowerPoint and Word

## How can you set yourself apart?

- Knowledge of pharma/biotech and/or healthcare
- Past experience working with strategic consultants and/or medical communicators
- Experience working in a highly collaborative multidisciplinary studio environment
- Track record of success addressing complex situations
- Strong persuasive and interpersonal communications skills
- Fluency in non-English languages

## What is your mindset?

- Collaborative
- Open to new ideas and ways of working
- Fearless when faced with new challenges
- Calm under pressure
- Enjoy working with others, being coached by more senior team members, and coaching less experienced team members
- Self-directed to excellent work outcomes
- High comfort with ambiguity and conceptual thinking
- Attention to detail

## Interested? What do you do now?

If this job sounds like you, please outline the details of your background and related experience in your resume and cover letter and send to [recruiting-smw@coactuate.com](mailto:recruiting-smw@coactuate.com) with "Sr Associate Medical Writer" and your name in the subject line.

Thank you so much for your interest in Coactuate! Please note, we will only be contacting those who have demonstrated a good fit for the role.