



About the Pistoia Alliance

The Pistoia Alliance is a global, not-for-profit organization that brings together life sciences companies, technology providers, publishers, and academic groups to collaborate on pre-competitive solutions that accelerate innovation in R&D. By fostering cross-industry collaboration, we help our members overcome shared challenges, develop best practices, and drive the adoption of new technologies that improve efficiency and outcomes across the life sciences ecosystem.

The role

The Pistoia Alliance is seeking an experienced, part-time facilitator (1 to 2 days per week) to lead and coordinate our [User Experience in Life Sciences Community of Experts](#). This is a consultancy, not an employed position.

This vibrant and enthusiastic community, with ~120 stakeholders, has delivered numerous deliverables including the [User Experience for Life Sciences toolkit \(UXLS\)](#) and runs a successful annual face-to-face conference.

The project lead will support the UXLS community in achieving their two key goals of nurturing and fostering the sharing of best practices amongst members and raising awareness of the value of UX in the life sciences.

Responsibilities include:

- Organising regular meetings enabling UXLS project members to collaborate on key topics such as Research Operations, Accessibility and Lab of the Future.
- Scheduling a program of sharing best practices through our UX therapy sessions.
- Organising and documenting quarterly meetings of the steering committee
- Collaborating with our event manager in the production of the annual, 2-day, face-to-face conference for ~ 100 registrants.
- Exploring cross-collaboration opportunities with other Pistoia Alliance projects.
- Tracking budget expenditure and managing burn down rate of the community.
- Exploring communication strategies to support project goals.

Minimum Requirements

- Excellent organizational, planning, verbal, written and numerical skills with the ability to analyse and define solutions and manage multiple tasks to meet deadlines
- Empathetic and effective communication skills with the ability to clearly present information and respond to questions from stakeholders.
- Experience in the UX domain with qualifications beneficial but not essential.
- Experience with pharmaceutical R&D, preferably in discovery and/or laboratories would be useful but not essential

Please email hr@pistoiaalliance.org with your CV and cover letter if you are interested.