Job Title: Head of COSMIC Science  
Role Profile Reference:  
Grade: PSG 4  
Reports to [job title]: Chief Executive Officer  
Team No: 238  
Management Responsibility for: Senior Staff Scientist  

**Role purpose and primary objective:**

To define and to be fully accountable for COSMIC scientific strategy and assure the long-term scientific relevance of COSMIC products. Be aware of changing trends in oncogenomic research and industry and identify break-through market opportunities, assure relevant contribution from the Scientific Advisory Board, share expertise and mentor the team members. Represent COSMIC at selected stakeholder meetings and expand the stakeholder network.

**Core accountabilities [in approximate order of importance to role purpose]:**

1. Defines the scientific strategy for COSMIC and regularly reviews it to address new trends and developments in relevant sciences and market opportunities.

2. Sets up the SAB, chairs its regular meetings and ensures that the composition of the board, the topics discussed, and the format of the meetings prioritise optimal translation of ideas into plans of products and product improvement.

3. Responsible for keeping the scientific strategy and operations in line with the values shared by COSMIC and GRL and COSMIC business growth.

4. Monitors the societal and scientific benefit brought by COSMIC to the scientific community and defines sustainable ways of maximising it.

5. Maximizes the communication impact by representing COSMIC externally at selected conferences and stakeholder meetings, and identify best opportunities to publish in scientific journals, lead and assist with the publication process.

6. Responsible for establishing relations with new academic stakeholders, initiates collaborative projects to develop new products.

7. Initiates discussions and advises to the R&D team on the new product ideas, defining research priorities, analytic methods, and data presentation styles.

8. Full line management of Senior Staff Scientist, including identifying training and development needs.

**Knowledge, skills and experience required: E = Essential D = Desirable**

**Skills and experience:**
- PhD in related discipline (E)
- Experience in senior manager role in a 50+ employees company that provided innovative and impactful products (E)
- Post-doctoral level experience in Oncology, Genomics, or related disciplines (E)
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- Expert Knowledge and understanding of current scientific trends and market needs in genomics (E)
- Previous experience with Scientific Advisory Boards (E)

**Competencies and Behaviours:**

- Ability to lead the team of experts to define and communicate strategies (E)
- Proven leadership skills, ability to lead by example, motivate, and challenge people (E)
- Ability to engage with a team strategically, set realistic goals and ensuring they are reached (E)
- Ability to effectively communicate complex ideas (E)
- Ability to engage with both academic and commercial organisations (E)
- Strong Influencing skills (E)
- Be a champion for equality, diversity and inclusion, and work collaboratively with a range of different (E)
- Excellent organizational skills and the ability to balance conflicting priorities (E)
- Excellent attention to detail (E)
- Pragmatic and creative approach to problem-solving (E)
- Discreet and a clear appreciation of the issues surrounding confidentiality (E)

**Behavioural Competencies**

The Institute have introduced a Behavioural Competency Framework, which defines a set of six core behaviours that provides a common language for all at GRL to describe what effective and excellent behaviour looks and feels like. These six competencies are listed below:

*Communication  
Collaboration  
Leadership  
Innovation  
Results Driven  
Integrity*

**Describe the most complex/challenging aspects of the role:**

Establishing and maintaining clear lines of communication with multiple stakeholders internally and externally.

Understanding the complex nature of the scientific, operational, logistic and political challenges and sensitivities in order to deliver COSMIC’s aims

Finding solutions to complicated or multifaceted problems with a flexible approach applying project management principles to manage expectations

Providing adequate support to ensure scientific deliverable is achieved within a given timeframe.
<table>
<thead>
<tr>
<th>Who (teams/people/organisations)</th>
<th>Purpose of the interaction</th>
</tr>
</thead>
<tbody>
<tr>
<td>COSMIC Chief Executive Officer</td>
<td>Define scientific strategy, report on progress, raise risks, influence and advise where required.</td>
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<tr>
<td>Senior Staff Scientist</td>
<td>Set strategic scientific priorities, set project goals, keep up to date on project progress</td>
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<tr>
<td>Head of Product</td>
<td>Two way communication, provide update on Scientific progress</td>
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<tr>
<td>Wider COSMIC Team</td>
<td>Communicate Scientific updates, achieve buy in for scientific objectives</td>
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<tr>
<td>External Scientific Community</td>
<td>Raise COSMIC profile, initiate new collaborations to develop new products</td>
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