



Job Description:	Physician Liaison_Miami Area
Effective Date:	21Feb2022
Reports to:	Executive Director, Clinical Operations
Location:	Hybrid_Office & Remote

The **Physician Liaison** will be responsible for forging new relationships and establishing rapport with physicians and their practices, in order to put CSP in the position to ~~expand their existing database of patients and areas of~~ therapeutic expertise through these new partnerships. Along with the CSP Medical Director and Principal and Sub-Investigators, the **Physician Liaison** will identify new target opportunities, follow through on leads, and drive the process to contract execution and will also maintain ongoing contact to ensure continued success of the relationship.

This person should be based in the Miami area, as they will be calling on local physicians, as well as meeting with the Miami-based CSP team. There may be travel to other CSP locations and to conferences as needed.

The **Physician Liaison** will:

- Identify, establish, cultivate and maintain relationships with physicians and their practices that meet the therapeutic areas and indications that currently align with those of CSP
- Prior to outreach, investigate to ensure the practices are of good standing (e.g. Medical License check, Better Business Bureau, Web search)
- Conduct outreach to key players within the physician's practice to schedule face-to face-meetings where CSP can present themselves and discuss the structure of a potential partnership
- Conduct lunch and learns at PI locations to introduce CSP and review protocols being conduct at CSP locations and review the needs and requirement for potential patients
- Identify the medical/protocol information needs and research interests of stakeholders
- Serve as the primary resource to provide support for addressing medical questions/protocol clarification and other scientific exchange matters.
- Leverage knowledge of standards of care and company/investigator sponsored clinical trials and competitor landscape to facilitate external-internal research communication
- Oversee Confidentiality Disclosures and Physician Partnership Agreements
- Utilize strong presentation skills (verbal, written, software) to communicate the value of the CSP networks to demonstrate experience and outstanding metrics on clinical trials.
- Ensure active pipeline growth and management including targeted prospecting activities in conjunction with marketing.
- Travel to offices of physicians for face-to -face meetings, attend industry conferences to ensure CSP representation as well as the ability to network to continue establishing new relationships
- Enable compliance with all relevant activities including the Devana database, as needed. Share information on prospective clients within the territory to stakeholders. Ensure metrics are kept up to date from initial contact through feasibility and closure.
- Creation of accurate quarterly revenue forecasts and budget related to new business. Report generation/creation as needed.

- Work in conjunction with Business Development and Feasibility team to ensure timely receipt, completion, and follow-up of all opportunities

The **Physician Liaison** Essential Skills and Experience:

- Bachelor's Degree in Business, Science or related field OR an equivalent combination of education and experience with a proven track record of industry connections and continual revenue growth
- At least three years of business development experience in a similar clinical field (Sponsor, CRO, Site, Vendor, MSL)
- Self-starter – can identify and pursue opportunities with little to no guidance from others
- Ability to lead others through influence
- Strong communication and scientific acumen, and excellent interpersonal skills
- Ability to work as a strong team player in a challenging, fast-paced environment
- Must be highly organized and have the ability to assess and prioritize multiple tasks, projects, and constantly changing demands and schedules
- General knowledge of Microsoft office (i.e., Word, PowerPoint, Outlook, Excel etc.).
- Travel up to 30% of the time