

## JOB SUMMARY

Covalent Solutions (Covalent) is seeking two mission driven, highly motivated and collaborative **Product Managers** focused on **Ancillary Study Participants and Partners**. These individuals should be truly excited about building great products and participant experiences for planned ancillary studies in support of the *All of Us* Research Program (AoU) at the National Institutes of Health (NIH). AoU was established to accelerate health research and medical breakthroughs to enable an era of precision medicine for all. The program seeks to achieve this mission through building relationships with one million or more participant partners, delivering the largest, richest biomedical dataset ever, and catalyzing a robust ecosystem of researchers eager to use the dataset to advance human health. By combining health-related information from a large pool of diverse participants, AoU will reach the scale and scope necessary to enable research on a wide range of diseases and health topics.

One of our five-year goals is to develop and launch a scalable ancillary studies program that expands the cohort and delivers additional phenotypic, lifestyle, environmental, and biologic data to the biomedical dataset. Ancillary studies will deliver on the promise of *All of Us* to accelerate health research and medical breakthroughs by helping external partners achieve their research goals more efficiently than would be possible on their own, multiplying the value of the program by expanding datatype diversity, and potentially boosting participant enrollment.

These are newly created roles. The **Product Managers for Ancillary Studies** will work within the Product Team to propose and champion product concepts based on a deep understanding of the market needs of Ancillary Study Participant and Partner User Personas, research and analyze the business and competitive aspects of new offerings; and empower other teams to build products and services that deliver on both the mission of the *All of Us* Research Program and the five-year goal to launch a scalable ancillary studies program. Reporting to the NIH AoU Director of Product, you will guide product concepts from the concept stage to launch. You will help to develop new ideas based on your experience and your contact with AoU consortium members, ancillary study partners, participants, and awardees. Your primary focus will be delivering products and user experiences that are valued by our ancillary study participants and partners, supporting your decisions with data. We are looking for a candidate who thrives on cross-team collaboration in a mission-driven organization, helping drive innovative solutions and programs to success.

This opportunity is full-time with Covalent and is on-site in Rockville, Maryland.

## DUTIES AND RESPONSIBILITIES include, but are not limited to:

- Focus on product deliverables for the next 3 to 12 months targeted at Ancillary Study User Persona(s).
- Work with Product Team to align product plans with the Participant Persona and Partner Persona portfolio vision and AoU Research Program goals and objectives.
- Work with User Experience, Communication, Program Officers, Ancillary Study Partner teams, and other key stakeholders to unify an understanding of the Ancillary Study User Personas.
- Work closely with Product Manager, Ancillary Study Partners, as well as Technology, User Experience, Science and Medical Research, other AoU product managers, and AoU Research Program Ancillary Study Partners to define architecture, user experience, and innovative product capabilities.
- Work with stakeholders to validate concepts, themes, vision, and prototypes.

- Specify requirements for current and future products supported by data-driven market research and on-going interaction with participants and ancillary study partners in both planned and future ancillary studies.
- Balance priorities between maintenance requirements, architecture, and new features.
- Develop and maintain a product roadmap of planned releases and project initiatives.
- Develop and maintain program objectives and success measurements (KPIs) such as ancillary study participant enrollment status, retention, engagement, and value delivery.
- Participate in release and product retrospectives.
- Support Product Team processes and procedures that improve quality and speed of the development process.
- Coordinate and drive alignment / buy-in with the product roadmap across internal and external stakeholders.
- Collaborate with partners. Be exceptional at developing and nurturing relationships with key internal and external stakeholders in support of AoU's strategic goals and annual objectives
- Advance multiple strategic product initiatives in different phases of work (research, concept, requirements, planning, development, launch, etc.) at the same time.
- Work in conjunction with assigned Project Manager(s) to achieve product deliverables that span multiple products or AoU program awardees.
- Actively participate during quarterly release planning, and in sprint demo review meetings.
- Monitor planned quarterly roadmap deliverables, ensuring new product features and updates are delivered reliably, efficiently, and to full specifications.

## QUALIFICATIONS

### Education

- Bachelor's or Master's in Computer Science, Biomedical Science or STEM discipline
- Product Management or PMP Certification a plus

### Work Experience

- 5+ years of end-to-end web-based software product management experience
- 3+ years of people management experience
- Hands-on experience using a structured idea-to-launch process or system, such as Stage-Gate® or Agile development methodologies.
- Proven experience with the full life-cycle of technology product management, from planning, gathering requirements, prioritization, execution, and iteration. You can share several examples of real work you've delivered, and what you learned along the way.
- Proven experience managing cross-functional teams of designers, engineers, and other stakeholders.
- Experience must demonstrate increased independence and overall responsibility for more complex projects.
- Fluency in human-centered product discovery methods such as design thinking and service design a plus.

## COMPETENCIES

### Professionalism:

- Ability to apply judgment to manage conflicting priorities and resources, driving work and results that are the highest value for the organization.
- Sharp eye for detail. Keep meticulous notes and be able to manage multiple projects in different phases of work at the same time. Context-switching does not bother you.
- Ability to identify issues, analyze and participate in the resolution of issues/problems.
- Motivated by professional rather than personal concerns.
- Show persistence when faced with difficult problems or challenges.
- Ability to stay calm under stress and uncertainty, influencing the same in your teammates.
- Naturally curious about things you don't understand and actively look for opportunities to grow and learn from those around you.

#### **Communication:**

- Actively participate in meetings and be willing to advocate for what you believe in. Provide thoughtful, constructive review of others' work, knowing that everyone is working towards the same objective.
- Superior written and verbal communication skills. You can always articulate the "why" behind your recommended backlog priorities.
- Listen to others, correctly interpret messages from others and respond appropriately.
- Ask questions to clarify, and exhibit interest in having two-way communication.
- Tailor language, tone, style and format to match the audience.
- Demonstrate openness in sharing information and keeping people informed.
- Speak intelligently about a wide variety of topics but know when to say, "I don't know."

#### **Teamwork:**

- Ability to form trust-based relationships quickly and lead cross-functional teams through influence (without formal authority).
- Work collaboratively with colleagues to achieve organizational goals.
- Place team agenda before personal agenda.
- Support and act in accordance with the final group decision, even when such decisions may not entirely reflect your own position.
- Share credit for team accomplishments and accept joint responsibility for team shortcomings.

#### **Accountability:**

- Take ownership of all responsibilities and honor commitments.
- Deliver outputs for which you have responsibility within prescribed time, cost and quality standards.
- Operate in compliance with organizational regulations and rules.
- Take personal responsibility for your own shortcomings, where applicable.

**Send resumes to [jobs@covalentsolutions.com](mailto:jobs@covalentsolutions.com)**