

Stealth BioTherapeutics, Inc. is an innovative biopharmaceutical company committed to bringing patients mitochondria-targeted therapies to treat both common and rare diseases. Driven by a desire to help patients with unmet medical needs, our team collaborates with well-recognized institutions, physicians, and scientists to develop the next generation of therapies focusing on mitochondrial dysfunction in many diseases.

Position Title: Director, Sales Strategic Operations

Position Summary:

In this newly created position reporting to the Head of Sales, the Director of Sales Strategic Operations will provide both strategic and hands-on operational support to build and manage the infrastructure needed for our emerging Sales team. This individual will play a key role in establishing and optimizing the operational framework aligned to the overall Sales strategy for the Field Sales team consisting of Regional Account Managers (RAM's), ensuring team meeting cadence, budget oversight, systems readiness, field enablement, and cross-functional alignment. This is a unique opportunity to be part of a growing organization and to help shape the future of Field Sales operations from the ground up.

Responsibilities:

- Partner closely with the Head of Sales to develop and implement scalable operational processes, infrastructure, and tools to support the Regional Account Manager team.
- Support launch readiness for sales initiatives including commercial operations alignment, marketing liaison activities, regional congress planning, stakeholder engagement, and ensuring overall cross functional synergies.
- Provide input into the selection, implementation, and ongoing management of sales systems (e.g., CRM, regional congress tracking and submissions, content management, compliance systems).
- Support deployment planning, onboarding, training coordination, and performance tracking for senior leadership and the sales team.
- Partner closely with the Head of Sales on the development of the sales business plan, including its creation and presentation to senior leadership.
- Define operational metrics to support insights-driven decision-making and partner with Commercial Operations and Analytics on dashboard development and leadership reporting.
- Collect field intelligence from the Regional Account Managers and establish a regular communication cadence with the Senior Director of Commercial Operations and Analytics, Marketing team, and Senior Leadership to share and align on findings.
- Manage logistics and compliance for key sales activities, including KOL engagement tracking, Regional Account Manager field metrics, and insight gathering, serve as a liaison for Regional Account Manager field needs.
- Create and support credentialing requirements and processes for Regional Account Managers.
- Partner cross-functionally with IT, Compliance, Clinical, Regulatory, and Legal to ensure proper alignment, governance and integration.

- Work closely with Medical Affairs to align on strategy and approach related to national and regional society educational opportunities while ensuring clear and consistent cross-functional communication.
- Coordinate budget planning and tracking for sales initiatives in collaboration with sales leadership and Finance.
- Serve as a key liaison with vendors supporting sales activities and systems.
- Lead continuous learning initiatives for Regional Account Managers.
- Coordinate mid-year & year-end review processes and execution with HR, Head of Sales and Regional Account Managers.
- The Director, Strategic Sales Operations, will also be expected to dedicate up to 20% of their time in the field with Regional Account Managers, based on business needs, strengthen execution, reinforce strategy, and gain firsthand market insights.

Competencies:

- Proven ability to build and scale sales operations processes in a fast-paced environment.
- Ability to strategically and proactively identify business opportunities that drive outcomes aligned to sales objectives.
- Strong project management and innovative problem-solving skills; ability to balance strategic thinking with hands-on execution.
- Adept at change management to support our growth and to meet the demands of the dynamic healthcare ecosystem.
- Excellent interpersonal, written, and verbal communication skills.
- High degree of professionalism, discretion, and integrity in handling sensitive and confidential information.
- Self-starter with a growth mindset, creative thinker who is comfortable working independently and collaboratively in a dynamic, sometimes ambiguous, and evolving environment.
- Adept at translating complex challenges into actionable solutions.

Requirements:

- Bachelor's degree in a scientific or related field, with 7+ years of relevant industry experience, including at least 3 years supporting Sales operations.
- Demonstrated experience establishing systems and processes in support of Sales teams or other field-based medical functions.
- Advanced proficiency in Microsoft office (PowerPoint, Excel, etc.)
- Experience supporting rare disease or specialty therapeutic areas (preferred)
- Ability to travel periodically within the U.S.