



Position Description

Vice President, Scientific Affairs

Preeclampsia Foundation

Established in 2000, we are the leading national 501(c)(3) not-for-profit patient advocacy organization serving the 5-8% of pregnant women - 300,000 women each year in the U.S. - who are affected by hypertensive disorders of pregnancy such as preeclampsia (formerly known as toxemia), eclampsia and HELLP syndrome. We are advised by a medical board comprising the top medical and scientific experts in preeclampsia and related fields, additionally collaborating with other non-profit organizations, governmental agencies, academic institutions, and corporations to achieve our mission.

Our Purpose

To improve the outcomes of hypertensive disorders of pregnancy by educating, supporting and engaging the community, improving healthcare practices, and accelerating research.

Company Values:

- **Patient-Driven:** Everything we do, advocate for, and develop is through the lens of the patient experience.
- **Knowledgeable:** As a leading resource, we stay well-informed and provide accurate and timely information with guidance from our medical and scientific advisors.
- **Empathetic:** It's personal with us. We act with compassion and sincerity. We treat each other and others outside our team with human kindness.
- **Collaborative:** We take the team approach, seeking to build consensus with each other, our community, and our partners.
- **Trustworthy:** We are accountable to our community, our donors, volunteers, supporters, and each other; we work hard to maintain that trust and confidence.
- **Catalytic:** Small but mighty, we stimulate action and accelerate advancement

Position Description

Reporting to the Chief Executive Officer, the Vice President of Scientific Affairs is a part-time (0.5 FTE), salaried (exempt) position that is the Foundation's senior scientific leader dedicated to guiding its research strategy, research funding programs, and cross-sector scientific initiatives, as well as overseeing the Registry Manager. This role is ideal for an accomplished PhD-level scientist (Associate Professor or higher) with strong research and leadership experience. Deep expertise in preeclampsia is *not required*; a strong understanding of biological systems, and the ability to drive programs, build consensus, navigate a dynamic scientific field, develop partnerships and strategy to help position the Foundation as a nexus and thought leader in preeclampsia research is essential.

Key Responsibilities for this Position

- **Strategic Leadership of Research Funding Programs**
Oversee the full lifecycle of all research funding programs, including strategic design, priority-setting, peer review, award mechanisms, monitoring, and post-award evaluation. Identify opportunities to enhance program effectiveness, interpret scientific impact, and align with organizational mission.
- **Expansion and Optimization of The Preeclampsia Registry (TPR)**
Lead strategic growth of the organization's TPR-related assets, including infrastructure expansion, data/model utility, and external engagement pathways. Establish new revenue models and partnerships that increase sustainability and long-term program value.
- **Development of Cross-Organizational Research & Data Initiatives**
Identify and execute opportunities to leverage research and data across departments, programs, and strategic partners. Advance integrated data ecosystems, cross-functional analytical capabilities, and collaborative research initiatives.
- **Scientific Governance and Medical Advisory Board Support (MAB)**
Provide high-level scientific input and operational support to the MAB and Preeclampsia Registry Advisory Council (PRAC). Guide agenda development, evidence reviews, scientific briefings, and alignment of MAB recommendations with organizational strategy.

- **Impact Metrics, Analytics, and Reporting**

Develop and maintain robust PF scientific impact metrics, dashboards, and periodic reports; track outbound grant funding through Proposal Central analytics. Translate complex scientific outcomes into clear, actionable insights for executive leadership, Board of Directors, funders, and external stakeholders.

- **Scientific Meetings, Conferences, and Convenings**

Provide executive oversight of all major scientific meetings, symposia, workshops, and technical convenings hosted by the Foundation. Ensure scientific rigor, stakeholder relevance, and high-quality program design.

Competencies for this Position

These are the behaviors and qualities that contribute to the individual successfully executing the responsibilities of this role.

- **Resiliency** - Is confident under pressure; Handles and manages crises effectively; maintains a positive attitude despite adversity; bounces back from setbacks; grows from hardships and negative experiences.
- **Drives Vision and Purpose** - Talks about future possibilities in a positive way; creates milestones and symbols to rally support behind the vision; articulates the vision in a way everyone can relate to; creates organization-wide energy and optimism for the future; shows personal commitment to the vision.
- **Financial Acumen** – Understands the meaning and implications of key financial indicators; uses financial analysis to generate, evaluate, and act on strategic options and opportunities; integrates quantitative and qualitative information to draw accurate conclusions.
- **Global Perspective** – Looks toward the broadest possible view of an issue or challenge; thinks and talks in global terms; understands the position of the organization within a global context; knows the impact of global trends on the organization.
- **Persuasive** - Positions views and arguments appropriately to win support; convinces others to take action; negotiates skillfully in tough situations; wins concessions without damaging relationships; responds effectively to the reactions and positions of others.

Qualifications

The ideal candidate will possess the following educational, experience and technical skills, as well as express a commitment to the Foundation's core values and mission.

Education and Experience

PhD or equivalent terminal degree in a biological, clinical, or health science field. Associate Professor or Professor academic rank or equivalent research leadership experience. Demonstrated ability to lead scientific programs, peer review processes, and multi-stakeholder collaborations. Strong communication skills and ability to translate scientific concepts for diverse audiences. Experience with nonprofit or mission-driven research environments preferred.

Technical Skills

This list of Technical Skills outlines the main skills, training, and knowledge one must have exhibited in previous roles to successfully perform the responsibilities outlined above.

- **Scientifically Rigorous** - Strong understanding of and experience with biological sciences, research funding mechanisms and governance, study design, and data management. Comfort with new technologies in development coupled with scientific discernment to recognize truly notable discoveries. Skilled scientific communicator, facilitator, and consensus-builder. Experience managing both scientific depth and organizational breadth.
- **Goals, Outcomes, and Performance Management** – Proven leadership in developing, implementing, and managing annual organizational and operational goals, performance metrics, and strategic initiatives. Demonstrated expertise in building data-driven frameworks that support the measurement, evaluation, and continuous improvement of programs and services. Skilled at translating complex data into actionable insights that enhance operational effectiveness, accountability, and long-term success.
- **Relationship development** – Cultivated and maintained strong relationships with key stakeholders, including donors, partners, scientific community leaders, and research volunteers. Experience in

representing an organization at events and meetings, effectively communicating its goals and achievements to foster engagement and long-term partnerships.

- **Prioritization** - Effectively managed organizational priorities by setting clear objectives, allocating resources, and ensuring timely completion of key initiatives. Proactively identified, assessed, and addressed risks and problems, implemented strategic solutions to maintain operational stability and achieve program goals.
- **Organizational Vision and Strategic Alignment** – Demonstrated ability to understand, shape, and advance organizational vision by contributing to long-range planning, mission-driven strategy development, and enterprise-wide initiatives. Proven track record of aligning research programs, priorities, and resources with overarching organizational goals, ensuring that daily operations and strategic decisions reinforce the mission. Skilled at translating high-level strategic direction into actionable plans that inspire teams, strengthen organizational coherence, and drive sustained impact.
- **Budget Management and Financial Stewardship** – Experience leading the development, implementation, and oversight of annual department budgets, ensuring alignment with organizational strategy, long-term financial sustainability, and performance objectives.

Location

Remote. The successful candidate will have a dedicated, secure workspace.

Travel

As a national organization, occasional travel within the USA, and on rare occasions outside the USA, may be required. Work-related travel costs are covered by the Foundation, commensurate with our Travel Policy.

Salary

Non-profit patient advocacy organization; compensation commensurate with 0.5 FTE position and candidate's experience (range: \$90,000-\$125,000).

Equal Opportunity Employer

The Preeclampsia Foundation is an equal opportunity employer and encourages applications from individuals of all backgrounds and experiences. We are committed to creating a diverse and inclusive work environment.

To Apply

Please send cover letter and resume to HR@preeclampsia.org with name of position in subject line.