



### **Investor Relations Director**

- Devise and execute the investor relations strategy to increase the visibility of the company in the investment community.
- Coordinate and manage the investor relations messages and results to shareholders, analysts and investment bankers.
- Cultivate and maintain relationships with the existing and potential shareholders.
- Plan and arrange investor road shows; prepare and update road show materials and investor presentations.
- Drive corporate communications through management of press releases, articles, appearances and speaking engagements at industry forums and industry related events.
- As necessary, create marketing & communications collateral, collaborate with interdepartmental teams on strategy and market presence, manage external PR Firm and vendor relationships, and evolve the company external and internal website.
- Direct and manage shareholder compliance (e.g. annual report preparation).
- Develop and administer budgets and schedules.
- Ability to work very tight deadlines and in a team environment.
- Other duties as assigned

Education: Bachelors, Marketing, Communication Public Relations and 8+ years experience in corporate communications, investor relations and public relations; Masters degree a plus.

Knowledge of formulating and executing investor relations strategies, and proven experience interacting with analysts and investors, is required. Independent and highly motivated with the ability to handle multiple projects and identify relationship-building opportunities. Ability to travel approximately 25%. Strategic thinker. Sound understanding of financial quarterly reporting requirements and corporate communication strategies. Excellent leadership, interpersonal, negotiating, and presentation skills required. Experience overseeing key external vendors and consultants preferred. Proven ability to learn and adapt quickly. Knowledge of molecular biology, drug discovery and drug development, and the biotechnology industry as a whole, a plus.

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