



**Job Title:** Director, Trade Relations and Distribution  
**Date:** December 2011  
**FLSA Exemption Status:** Exempt

**General Summary:** Develops the trade and distribution strategy and works cross functionally to obtain appropriate buy-in and support from key stakeholders in the organization. Responsible for collaborating with wholesale, retail pharmacy, Specialty Pharmacy and other customers as dictated by the distribution strategy with a focus on negotiation of FFS (Fee For Service) agreements at launch and the maintenance of those agreements throughout the products lifecycle. Responsible, through the selection and oversight of key vendors, for ensuring that the appropriate inventory levels of products are maintained in the finished goods supply chain to meet customer sales demand, customer service level requirements and sales objectives. Responsible for continuously measuring and improving customer service levels by developing and monitoring performance metrics, identifying deficiencies and implementing improvements. The position is Headquarter based (Charlotte, NC) and reports to the VP, Operations.

**Principle Duties & Responsibilities:**

- Develop the trade and distribution strategy for new product launches and any adjustments to strategy.
- Contribute as part of a cross-functional commercial team responsible toward the development and execution of strategies to achieve sales and corporate objectives.
- Negotiate, execute, and administer FFS (Fee for Service) agreements with channel partners and maintain a strong working relationship with those partners to assure proper execution of those agreements.
- Responsible for the performance of the channel relative to corporate objectives. Expected to establish and monitor supply chain metrics with a focus on continually improving performance relative to objectives.
- Oversee the management of inventory levels in the channel for commercial product and physician samples.
- Make recommendations to senior management and the Pricing Committee regarding trade classification and which contracts should be issued, extended, or terminated.
- Manage and oversee the Third Party Logistics Provider (3PL) and/or other vendors including areas relating to pick, pack and ship, order to cash process, returns, handling customer complaints, resolving grievances for claims associated with mishandling of product, and customer service related to the channel.
- Manage any recalls or withdrawals of products.
- Analyze data for reported shortage and damage claims to recognize trends, weaknesses, and opportunities.
- Maintain inventory planning models that integrate with financial and marketing forecast tools to facilitate analysis of forecasts and channel strategies with respect to their impact on material requirements and balances, cash flow, manufacturing capacity, or other potential constraints
- Ensure adequate processes and information flows with manufacturing and 3PL partners to meet timely financial reporting and SarbOx requirements.
- Maintain policies and procedures related to Trade Channel Operations and revise them as required to stay current with the industry and to support business strategies.
- Represent Chelsea Therapeutics at key industry meetings.

**Education and Work Experience:**

Bachelor's Degree required; min10 years Pharmaceutical experience; 5+ years Trade Relations/Distribution.

**Specialized Knowledge and Skills:**

Successful candidate will have a current knowledge of the pharmaceutical distribution channel and will have recent launch experience. Possess established relationships with key channel (both retail and specialty) customers. Experience working with long term care is a plus. Skilled at working with inventory and sales data and presenting in a way that enables efficient decision making.

**Work Environment and Physical Demands:**

General office environment with potential for significant (>50%) overnight travel.

**Disclaimer:**

The above declarations are not intended to be an all-inclusive list of the duties and responsibilities of the job described. Rather, they are intended only to describe the general nature of the job.