

Director: Project Management

Location: Cambridge, UK

Owlstone Medical is a clinical diagnostics company on a mission to save 100,000 lives and reduce healthcare costs by \$1.5 billion through earlier detection of disease. Our proprietary Breath Biopsy® platform enables non-invasive detection of cancer, inflammatory, and infectious diseases at their earliest and most treatable stages.

In the role, you will lead the successful delivery of some of Owlstone's most strategically important R&D projects — including complex discovery and translational projects and projects funded by large U.S. government funding bodies. These initiatives span all the way from breath-based biomarker discovery and EVOC® probe development to clinical deployment of our diagnostic technologies and might include development of proprietary breath sampling and point of care detection equipment.

Reporting to the VP of R&D (Science) and working in close partnership with the Chief Science Officer (CSO), Product Leads, and functional heads across the organisation, you will operate at the critical interface between scientific strategy and project execution. You will be responsible for delivering project outcomes while being the key point of contact for our customers. Drawing on a deep understanding of scientific R&D workflows, you will ensure that appropriate project management tools and processes support iterative development, sound experimental design, and regulatory constraints.

Key Responsibilities:

Project Leadership & Execution

- Enable the delivery of multiple high-impact, cross-functional R&D projects or programmes across scientific and clinical domains, working in close partnership with technical leads to align delivery plans with scientific strategy, resource needs, and technical constraints.
- Contribute to the preparation and submission of grant applications, funding proposals, and collaborative bids, coordinating inputs from scientific, commercial, and delivery teams.
- Translate complex programme / project requirements into structured delivery plans with clear milestones, accountabilities, and risk management strategies.
- Ensure each project meets its defined objective, scope and timeline. Manage risks, blockers and scope changes, ensuring alignment with business and scientific goals.
- Guide teams through planning, execution, and delivery review cycles, driving consistent, high-quality project execution. Lead project planning and delivery meetings, ensuring that dependencies, constraints, and changes are visible and well managed.
- Coordinate, and build and manage relationships with, a range of external partners or collaborators on project-related deliverables where applicable.
- Oversee project or programmes budget tracking and resource allocation in collaboration with Finance and functional leads

Cross-Functional Coordination & Stakeholder Engagement

- Build strong relationships with internal stakeholders and external customers or project sponsors stakeholders to align on priorities, scope changes, and business impact.
- Communicate key updates, timelines, risks, and decisions with clarity and rigour to senior internal and external stakeholders.

Team Leadership & Organisational Contribution

- Provide line management or mentorship to project managers and project coordinators, supporting their development and performance.

- Champion project delivery excellence across the business, acting as the centre of expertise and supporting embedded project leads.
- Contribute to team capability building through coaching, onboarding support and training of project contributors, and community-of-practice activities.
- Lead the development and refinement of project delivery frameworks, including stage-gates and planning templates

Requirements

Education & Experience

- Significant experience managing multiple concurrent R&D projects or programmes, ideally in a discovery setting. Experience in a biotech, diagnostics, or Medtech also valued.
- PhD or MSc in Life Sciences or a related technical discipline; additional project management certifications are beneficial.
- Demonstrated ability to deliver complex projects or programmes across different phases — from discovery and preclinical phases through to late-stage validation and clinical translation.
- Experience in dynamic, scaling environments such as SMEs or early-stage companies.
- Demonstrable experience delivering projects to customers or external project sponsors
- Experience managing external collaborators or subcontractors

Project & Technical Skills

- Brings a strong foundation in scientific R&D, with practical experience managing experimental workflows, uncertainty, and development lifecycles — ensuring delivery approaches are fit-for-purpose and context-aware.
- Understanding of clinical development processes, stage-gating, and governance frameworks
- Demonstrated capability in planning, risk management, and programme / project delivery within scientific environments.
- Proficient in project management tools (with the ability to build and maintain trackers, dashboards, and reporting systems).

Leadership & Interpersonal Attributes

- Operates with strategic awareness and detail orientation — can see both the broader programme implications and project-level execution needs.
- Strategic thinker with the ability to lead through influence at all levels across a matrix structure.
- Excellent communicator, capable of distilling complex issues and articulating risks and trade-offs with clarity.
- Brings resilience, adaptability, and proactive problem-solving to navigate uncertainty and maintain delivery focus.