

Position Title:	Project Manager, R&D
Department:	Research & Development
Hiring Manager:	Vice President, Nonclinical Development

Our vision is a world where science, passion, and compassion create better today's and more tomorrows.

Position Overview:

Astria Therapeutics is dedicated to bringing hope with life-changing therapies to patients and families affected by allergic and immunological diseases. Astria's pipeline includes our lead program, STAR-0215, a monoclonal antibody inhibitor of plasma kallikrein in clinical development for the treatment of hereditary angioedema, as well as STAR-0310, an OX40 monoclonal antibody antagonist currently in preclinical development for atopic dermatitis (AD) and being explored for other allergic and immunological diseases.

Astria is seeking an energetic, detail-oriented professional who enjoys wearing multiple hats and having varied responsibilities. We are a growing team that is looking for this person to support the R&D function while utilizing their scientific background. The ideal candidate will have experience working cross-functionally in the drug development space and ability to work independently while being organized and flexible. The Project Manager, R&D will be able to adapt to a fast-paced environment and enjoy tackling the challenges of supporting Research & Development (R&D) activities from the Discovery, Non-Clinical, and Translational Sciences functions.

Responsibilities:

- Facilitate development and execution of R&D operations plans while insuring seamless communication throughout the organization
- Coordinate and actively track activities and deliverables within R&D department and communicate plans cross functionally
- Take meeting minutes, extract action items and independently follow-up with project members and vendors to help maintain tight timelines
- Help with review of protocols, study plans, reports, and creating presentations
- Organize regulatory documents and study reports, creating a system to track and easily access
- Collaborate with functional heads and finance team to create financial long-range planning plans, department specific budgets, and program budgets
- Ability to build networks, utilizing good communication skills to help maintain tight timelines.
- Assist with vendor management, answering vendor inquiries, tracking project timelines, and organizing vendor specific documents

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Qualifications:

- Bachelor's degree in scientific discipline or equivalent professional experience.
- 3 + years of experience managing projects in the biotech/pharmaceutical industry.
- Scientific aptitude and background, knowledge of drug development, & understanding of cross functional interdependencies
- Excellent time management skills and ability to handle multiple tasks simultaneously while prioritizing most urgent and important tasks.
- Detail oriented with a strong focus on organizational and problem-solving skills, ability to see beyond daily tasks.
- Strong work ethic and desire to work in a fast-paced cross-functional environment.
- Team oriented, pro-active, and ability to drive change as needed by influencing across the organization.

Astria's Commitment:

At Astria, we are committed to building a diverse team where every Astrian endorses the idea that people bring their authentic self to work. We embrace a patient-first, people-always culture which strives to ensure all Astrians and our collaborators have a sense of belonging and receive the support they need to thrive. We invest in our people through our words, our actions, and our values. We are working to develop and implement initiatives that promote diversity, equity, and inclusion throughout the organization and foster a culture of openness, respect, and collaboration, where all voices are heard, and everyone is valued for their unique perspectives and contributions.

People are our greatest asset, and only with a diverse team can Astria shine brighter. Together we can bring our passion and compassion to the work of delivering life-changing therapies to patients, families, and communities.