| Criteria | LEVEL 1  *(Research Assistant)* | LEVEL 2  *(Research Associate)* | LEVEL 3  *(Research Scholar)* | LEVEL 4  *(Senior Research Scholar)* | LEVEL 5  *(Principal Research Scholar)* |
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| **Nature and Scope of Research**  *Considers the nature and scope of the studies undertaken and the complexity of data collection/analysis* | * Independently supports, develops, designs, or executes fundamental research activities for a single or multiple research project(s); or * Participates in formulating research methods and suggesting options for improving quality and recommending solutions. | * Independently supports, develops, designs, or executes moderately complex research activities for a single or multiple research projects; or * May serve as co-investigator on a funded research project or principal investigator on small to moderate sized research projects; or * May participate in writing grant proposals or the facilitation of the grant writing process; or * Participates in formulating research methods and suggests options for improving quality and recommending solutions | * Develops, designs and conducts complex research activities for one or more midsize to large research projects , reviews progress and evaluates results; or * May serve as co-investigator on a funded research project or principal investigator on midsize to large research projects; or * May write grant proposals essential to the acquisition of research grant funding; or * May act as liaison with other departments, organizations, divisions or institutions to ensure streamlined collaborative research efforts; or * Formulates research methods and suggests options for improving quality, identifies potential problems, recommends and implements solutions; or   Coordinates data collection and screening and verification of data for one or more complex research projects. | * May serve as lead or Co-lead researcher or individual contributor on one or more highly complex; or research projects; * Typically directs projects or components of highly complex large-scale programs or may be responsible for operation of a specialized research program area; or * Oversees development of and monitors integrity of data collection; or * May serve as co-investigator on a funded research project or principal investigator on moderate to large research project(s); or * Obtains or assists in obtaining external research funding; or * Typically, serve as an authoritative source of consultation for other scientists and researchers. | * Leads a highly specialized multi-faceted research program or makes substantive design/methodological contributions to multiple projects; or * Conceives, plans and conducts pioneering work of outstanding scope, difficulty and complexity; or * Directs the work of other research professionals; or * Has full technical responsibility for interpreting, organizing and executing complex research projects; or * Leads submission of proposals for external sponsored funding; or * Demonstrates a high degree of creativity, foresight, and independent judgment in planning and guiding extensive research projects. |
| **Scientific Contribution**  *Considers level of contribution to publications and other outreach to share results of research* | * Contributes to research publications, reports and draft manuscripts. | * Contributes to publications, reports and draft manuscripts; may co-present results with Principal Investigator at meetings and/or conferences. | * Contributes to and/or co-authors publications and may co-present results with Principal Investigator at meetings and/or conferences. | * Authors and/or co-authors publications and presents and/or co-presents results with Principal Investigator at meetings and/or conferences. | * Defines and implements a publications program of substantial scope and complexity. |
| **Judgment and Discretion**  *Considers level of independent judgment and decision making* | * Works independently on collection of data and analyzes research results for certain aspects of a research project(s). | * Works independently to collect data and analyzes research results; * May be responsible for the operation of a specialized laboratory or research area within a department and/or project. | * Independently formulates research methods and collaborates on options for improving quality; * May be responsible for the operation of a specialized laboratory or moderately complex research area within a department and/or project. | * Serves as key staff member or manages a moderately to largely complex research program or projects; * Operates with considerable latitude in un-reviewed action or decisions; * Develops new/novel techniques; * Designs and applies scientific and numerical models. | * Manages a significant research program of high visibility; * Supervisory responsibility for important segment of a unit’s research programs. * Responsible for administrative, financial, personnel and planning aspects of project/program |
| **Research Impact** *Considers the impact and outcomes associated with knowledge produced through assigned research* | * Results of actions and decisions contribute to the research project(s) under general guidance of the principal investigator. | * Results of actions and decisions contribute to research program operations under general guidance of the principal investigator | * Results of actions and decisions have demonstrated impact on research program operations under general supervision | * Results of actions and decisions have significant impact on research program operations * Research contributes to funding agency standards and guidelines, research agenda, or funding priorities. | * Confers with researchers, faculty and representatives of granting agencies concerning research methods and requirements * Results of actions and decisions have significant financial implications * Reviews and critiques reports and analysis of other researchers * Research results in significant contribution to funding agency standards and guidelines, research agenda, or funding priorities * Research results in advancement of knowledge and may have broad clinical, community or economic benefit |
| **Supervision**  *Considers whether the individual has supervisory*  *responsibility for others* | * Usually no. | * Usually no. | * Typically no. May supervise research and support personnel. | * Typically yes. May oversee non-exempt and exempt researchers and support staff | * Almost always. |
| **Minimum Qualifications** | * Relevant Master’s degree, or * Relevant Bachelor’s and 3 or more years of relevant experience, or relevant independent experience and education. * May require licensure | * Relevant Master’s degree, or * Relevant Bachelor’s and 3 or more years of relevant experience, relevant independent experience and education. * May require licensure | • Ph.D. (or relevant terminal degree), or  • Relevant Master’s degree with at least 5 years of formal post-degree professional work experience, or  • In rare instances, an individual with a comparable professional experience but less than a master’s degree, plus 8 years of exceptional relevant professional experience will be considered.   * May require licensure | • Ph.D. (or relevant terminal degree), with at least 5 years of formal “Post-Doc” training and/or post-degree professional work experience with a demonstrated record of research achievement, or  • Relevant Master’s degree, plus at least 8 years of exceptional relevant professional work experience and a record of research achievement.  • In rare instances, an individual with comparable professional experience but less than a master’s degree will be considered, on an exception basis.  May require licensure | • Ph.D. (or relevant terminal degree), with at least 8 years of experience with a demonstrated record of research achievement.  • In rare instances, an individual with comparable professional experience but less than a doctoral degree will be considered, on an exception basis.   * May require licensure |

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| Criteria | LEVEL 1  *(Research Project Manager/*  *Research Program Manager)* | LEVEL 2  *(Senior Research Project Manager/*  *Senior Research Program Manager)* | LEVEL 2  *(Research Project Director/ Research Program Director)* |
| **RESEARCH PROJECT & PROGRAM MANAGERS and DIRECTORS ONLY** | Under the general direction of a Principal Investigator, provides overall coordination of a significant multi-funded and/or multi-site research project(s).   * Tracks, analyzes and reports project progress and status * May coordinate activities of multiple researchers on each project * Provides instruction, training, and supervision of research assistants and students as needed. * Participates in grant and manuscript writing | Manages day-to-day study operations of ongoing project and participates in development and implementation of research protocols   * Analyzes and reports risks to project and recommends risk mitigation measures * Monitors project plans, including tracking scheduling and costs, sponsor approvals and status reports * Develops proposals and budgets, research plans and budget justifications * Hires, trains and supervises the activities of one or more research projects' technical and support staff | Oversees all phases of program including planning, organizing and implementing the research project   * Develops risk management processes, develops and implement risk mitigation plans * Manages Institutional Review Board (IRB) submissions/renewals and administrative agreements * Oversees budgets and expenditures for to ensure financial accountability * Assists in developing and implementing fundraising strategy; soliciting potential investors and donors for the project (agencies, foundations, etc.). * Manages project/program staff * Advises University investigators and administrators on research methodologies |