

**Harvard School of Public Health
Guidelines for Non-faculty Research Titles**

To be appointed at each rank, the candidate must exhibit notable strengths in one or more of the areas listed below. Moreover, responsibilities may vary with specific departments, research projects, and research missions.

			RESEARCH SCIENTIST TRACK		
	Research/Postdoctoral Fellow	Research Associate	Research Scientist	Senior Research Scientist	Principal Research Scientist
Role and responsibilities	Pursues a program of research and training under the direction of a faculty member, with the aim of achieving competence as an independent, original investigator.	Engages in research on a fulltime basis, under continuing mentorship, generally as a member of a research team. Some research associates aspire to faculty careers, others to careers as professional researchers.	Conducts research as an independent investigator or plays a leadership role in research projects, for example by acting as senior analyst in one or more research projects; presents results and prepares publications; may collaborate with external researchers or supervise research staff. Generally, research scientists aspire to a career as a professional researcher or research manager.	Demonstrates leadership, for example, as principal investigator, as head of a defined research project, or as a key interstitial member of a research team; provides overall program/project leadership and management; conducts and publishes self-initiated research; conducts research across programs or projects; trains and manages other researchers; participates in long-range research planning.	Demonstrates an exemplary level of leadership, for example, as principal investigator, as head of a defined research project, or as an indispensable interstitial member of a research team; oversees large, often multidisciplinary, research projects; works closely with department or center heads on long-range research planning; manages multiple levels of research staff.

			RESEARCH SCIENTIST TRACK		
	Research/Postdoctoral Fellow	Research Associate	Research Scientist	Senior Research Scientist	Principal Research Scientist
Qualifications (ordinarily) for hire or promotion into this position	<p>Doctoral-level degree</p>	<ul style="list-style-type: none"> • Doctoral-level degree • Ordinarily have at least 2 years of postdoctoral experience (if applicable to field) • Evidence of potential for original or collaborative scholarship 	<ul style="list-style-type: none"> • Doctoral-level degree • Minimum two years of postdoctoral experience • Evidence of ability to excel in research • Major contributor to refereed publications, beyond thesis papers • Evidence of leadership in scientific administration, including the supervision of research staff 	<ul style="list-style-type: none"> • Doctoral-level degree • Normally at least seven years after receipt of doctoral degree <p>In addition, the individual should demonstrate excellence in her/his area(s) of focus and responsibility. For example:</p> <ul style="list-style-type: none"> • Demonstration of leadership skills and experience supervising research staff • Continuing publication in refereed journals as senior author or contributor of major ideas or innovations, with identifiable independence from senior scientific mentors • Participation in scientific societies, committees, and review groups at the national level 	<ul style="list-style-type: none"> • Doctoral-level degree • Normally at least eleven years after receipt of doctoral degree <p>In addition, the individual should demonstrate excellence in her/his area(s) of focus and responsibility. For example:</p> <ul style="list-style-type: none"> • Intellectual leadership of research projects involving other investigators • Excellence in directing research projects and in supervising research staff • Demonstrated ability to carry out long-range research planning • Continuing publication of outstanding, original, and innovative research findings • Widely recognized for achievements and seniority • Participation in scientific societies, committees, and review groups at the national level and international levels

	Research Fellow	Research Associate	Research Scientist	Senior Research Scientist	Principal Research Scientist
Term	Up to three one-year appointments	Indefinite number of one-year appointments	Indefinite number of three-year appointments	Indefinite number of three-year appointments	Indefinite number of five-year appointments
When to Promote to Next Level	<ul style="list-style-type: none"> No further training needed OR has spent three years in position (position is limited to three years) 	<ul style="list-style-type: none"> When the individual has begun to play a leadership role of a research scientist and demonstrates the qualifications of a research scientist AND is an individual to whom the department is making a long-term commitment, with the expectation that the individual is capable of rising through the research scientist ranks AND the individual wishes to pursue a career as a professional researcher and not as a faculty member Normally a research associate will spend at least two years in the position before promotion 	<ul style="list-style-type: none"> Normally after 5-7 years as research scientist AND the individual demonstrates qualifications of senior research scientist AND the department needs project leadership at senior research scientist level 	<ul style="list-style-type: none"> Normally after 4-6 years as senior research scientist AND the individual demonstrates qualifications of principal research scientist AND the department needs project leadership at principal research scientist level 	

Please Note:

In addition, other activities will be considered as part of the Research Scientist Track criteria. Please Appendix C: Translational Activities for examples. This Appendix is also considered as part of tenure reviews for the faculty at the Harvard TH Chan School of Public Health.

APPENDIX C

TRANSLATIONAL ACTIVITIES

Translational Activities	Examples of Metrics	Translational Activities	Examples of Metrics
Research Products	<ul style="list-style-type: none"> • Discoveries, inventions, patents, vaccines, drugs, delivery systems or other commercial products • Software, programs, or other copyrighted products 	Translation to Policy Makers	<ul style="list-style-type: none"> • Testimony (oral or written) to regulatory agencies or legislative bodies (local, national, international) affecting public health policy • Leadership on committees, panels, and advisory committees evaluating and/or recommending public health policy or practice
Professional Service	<ul style="list-style-type: none"> • Serving in senior positions (e.g. editor, editorial boards) on scholarly, high impact journals • Leadership positions (e.g. President) for professional organizations • Leadership in organizing national and international conferences, symposium, etc. 	Translation to Community	<ul style="list-style-type: none"> • Development of material related to health conditions for use by educators/lay public • Development of programs and materials that improve health literacy and educate the public about biomedical sciences • Writing for magazines, newspapers, health letters or websites on issues related to health • Speaking to lay populations to educate them about important health issues • Presenting information related to health through the media, including radio, television or podcasts • Educating and mentoring pre-professional students in biomedical science • Service to communities locally, nationally or abroad that improves the health of populations
Scholarly Translation	<ul style="list-style-type: none"> • Publication of senior author original research, editorials, chapters, reviews and/or books that are widely recognized as influencing the field • Development of guidelines and/or protocols for public health practice that are adopted nationally and/or internationally • Materials that document the impact of the candidate's science on public health practice • Invited plenary lectures to major national/international conferences 		