



Suggested Guidelines for Promotion to Senior Rank – Staff Scientist Track

Staff Scientists, formerly Associates, are non-tenured faculty who have obtained a high degree of skill in research and play an important supportive role in the conduct and reporting of research. Staff Scientists generally do not pursue careers as independent investigators and are not expected to obtain independent funding.

- A. Staff Scientists must have, at a minimum, a master's degree and may possess a doctoral degree.
- B. Salary must be at least the current minimum Staff Scientist level, as defined annually by the Office of the Dean.
- C. Promotions to Principal Staff Scientist and Senior Staff Scientist correspond to the promotion ladder previously used for Associates, with salary increases of 10% at each promotion.

To be considered on the Staff Scientist Track, one must demonstrate the following:

- Strength in both major legs; and
- Strength in one or more minor legs is helpful in strengthening the application for promotion.

MAJOR LEGS:**Staff Scientist Track****Strength in both major legs:**

Evidence of:	A. Research:	
	1. Ongoing commitment to basic, pre-clinical, epidemiological, statistical, or clinical research in a supportive or fundamental role.	<input type="checkbox"/>
	2. Contributions to the development and writing of research proposals; administrative or "hands-on" responsibilities for major research core facilities; responsibility for a laboratory testing protocol or a field site in a clinical research program.	<input type="checkbox"/>
	3. Organization of a research service essential for supporting extramurally funded research.	<input type="checkbox"/>
	4. Co-authorship on peer-reviewed, hypothesis-driven publications, predominantly as other than first or senior author, or as first author on peer-reviewed publications (a strength); participation on writing committees of collaborative multicenter studies; evidence of authorship on other scholarly research papers, book chapters, reviews, or other non-peer-reviewed reports.	<input type="checkbox"/>
Evidence of:	B. Recognition:	
	1. Membership on a research team; invited speaker at rounds or research seminars, locally, regionally, and at national meetings; participant in organization of local, regional, and national research meetings.	<input type="checkbox"/>
	2. Recognition as a major contributor to grants and publications.	<input type="checkbox"/>
	3. Recognition as a major contributor to the functions of a research service or core.	<input type="checkbox"/>
	4. Letters of recommendation from external experts on the list of suggested experts provided by the department.	<input type="checkbox"/>

MINOR LEGS:**Strength in one or more minor legs is helpful.**

Evidence of:	C. Service	
	1. Service to Einstein in the form of committee membership or internal advisory committees.	<input type="checkbox"/>
	2. Previous rank at another institution or time in rank at Einstein.	<input type="checkbox"/>
Evidence of:	D. Mentorship:	
	1. Mentoring of graduate students and/or post docs.	<input type="checkbox"/>
Evidence of:	E. Commitment to Diversity, Equity, and Inclusion (DEI)	
	1. Efforts to ensure that the concepts of diversity, equity, and inclusion are embedded into the laboratories or cores.	<input type="checkbox"/>
	2. Participation in programs offered by Einstein's Office of Diversity and Inclusion.	<input type="checkbox"/>
Evidence of:	F. Quality Improvement	
	1. Creation of programs or other activities improving laboratory procedures (e.g., lab safety, reporting of data, etc.), or other scientific practices.	<input type="checkbox"/>