

ACADEMIC RESEARCH JOB TITLE	Visiting Researcher	Visiting Fellow	Research Fellow	Postdoctoral Fellow (NON-EMPLOYEE)	Postdoctoral Associate	Sr. Postdoctoral Associate	Research Scientist / Research Engineer / Academic Researcher	Sr. Research Scientist / Sr. Research Engineer / Sr. Academic Researcher
DESCRIPTION OF JOB-CRITICAL SKILLS / ABILITIES								
Job Summary / Primary Purpose	An uncompensated member of the University community who participates in and contributes to its research programs and scholarly projects.	A short-term, compensated member of the University community who participates in and contributes to its research programs and scholarly projects.	A compensated member of the University community who participates in and contributes to its research programs and scholarly projects; has a Master's degree or equivalent (including All-Bur-Dissertation status).	An individual supported on an externally-funded training grant and engaged in a temporary and defined period of mentored advanced training and professional development following completion of a doctoral degree program. Not a BU employee.	An individual who has received a doctoral degree or equivalent and is engaged in a temporary and defined period of mentored scholarly development or research. Typically an entry-level postgraduate appointment.	An individual who has received a doctoral degree or equivalent, must have a minimum of three years of postgraduate experience, and continues in a temporary and defined period of mentored scholarly development or research.	An individual who contributes to the research programs of the University under supervision of a Principal Investigator, and holds a post-graduate degree appropriate to the field of research, or an equivalent combination of education and advanced research experience as appropriate to the field of expertise.	An individual with the qualifications of a Staff Scientist / Staff Researcher and having prior experience of at least five years. Will have a record of demonstrated ability to develop new concepts and/or to conduct independent research as evidenced by publications, patents, or other professional accomplishments.
Key Responsibilities / Essential Functions	not applicable	not applicable	As determined by the nature and requirements of the research program. Can include: development of experimental equipment or protocols; collection and analysis of data.	Pursue advanced training and professional development in research/teaching. No services can be required of fellows by virtue of their appointment and their stipends do not constitute payment of salary for services rendered. Not a BU employee.	Pursue advanced training and professional development in research/teaching, like a Postdoctoral Fellow, but distinguished by being a BU employee with assigned duties.	Continue advanced training and professional development in research/teaching, like a Postdoctoral Fellow, but distinguished by being a BU employee with assigned duties.	As determined by the nature and requirements of the research program. Can include: development of experimental equipment or protocols; collection and analysis of data.	As determined by the nature and requirements of the research program. Can include: development of new research projects; development of scientific instruments or research protocols; collection and analysis of data; applying for research grants; making significant contributions to published research; submitting patents.
WORKING CONDITIONS / ADDITIONAL REQUIREMENTS (if applicable)								
Working conditions	not applicable	not applicable	May involve exposure to laboratory conditions	May involve exposure to laboratory conditions	May involve exposure to laboratory conditions	May involve exposure to laboratory conditions	May involve exposure to laboratory conditions	May involve exposure to laboratory conditions
Additional requirements	not applicable	not applicable	May require special training/qualifications/certification, or a pre-placement physical exam; may require travel or irregular work schedule.	May require special training/qualifications/certification, or a pre-placement physical exam; may require travel or irregular work schedule.	May require special training/qualifications/certification, or a pre-placement physical exam; may require travel or irregular work schedule.	May require special training/qualifications/certification, or a pre-placement physical exam; may require travel or irregular work schedule.	May require special training/qualifications/certification, or a pre-placement physical exam; may require travel or irregular work schedule.	May require special training/qualifications/certification, or a pre-placement physical exam; may require travel or irregular work schedule.
POSITION REQUISITES (entered by Payroll Coordinator)								
Salary Grade	not applicable	00	00	not applicable	00	00	00	00
Employment Code (RD, OT)	RD	RD, OTI (if < 9 months assignment duration)	RD, OTI (if < 9 months assignment duration)	not applicable	RD, OTI (if < 9 months assignment duration)	RD, OTI (if < 9 months assignment duration)	RD, OTI (if < 9 months assignment duration)	RD, OTI (if < 9 months assignment duration)
Level 2 Code (FY, MD, NC, OS, OT)	NC	FY, MD, OT	FY, MD, OT	not applicable	FY, MD, OT	FY, MD, OS, OT	FY, MD, OT	FY, MD, OT
Campus CR / MD	Charles River, Medical Campus	Charles River, Medical Campus	Charles River, Medical Campus	Charles River, Medical Campus	Charles River, Medical Campus	Charles River, Medical Campus	Charles River, Medical Campus	Charles River, Medical Campus
Object Code	not applicable	0900, 0901	0900, 0901	not applicable	0900, 0901	0900, 0901	0900, 0901	0900, 0901
BU Job Code	not applicable	321	321	not applicable	321	321	321	321
FLSA status (exempt / non-exempt)	not applicable	exempt	exempt	not applicable	exempt	exempt	exempt	exempt
Union Status (represented / non-represented)	not applicable	non-represented	non-represented	not applicable	non-represented	non-represented	non-represented	non-represented
ELIGIBILITY								
Degrees	minimum of (or current enrollment in) BA/BS or equivalent	minimum of (or current enrollment in) BA/BS or equivalent	MS/MA	doctoral degree or equivalent	doctoral degree or equivalent	doctoral degree or equivalent	doctoral degree or equivalent	PhD or equivalent
Experience	not applicable	not applicable		defined by specific training program	defined by specific research program	3 to 5 years of postdoctoral experience	specific to the field and/or project; may be a combination of education and high-level research activity	at least five years of experience at the level of Research Scientist / Research Engineer / Staff Researcher or equivalent
Relevant accomplishments	not applicable	not applicable		defined by specific training program	defined by specific research program	defined by specific research program	specific to the field and/or project	contributions to research projects
Skills and critical abilities	not applicable	not applicable		defined by specific training program	defined by specific research program	defined by specific research program	specific to the field and/or project; e.g. numerical modeling, programming, chemical synthesis/analysis, optical/mechanical expertise, bioinformatics, etc.	as for Research Scientist / Research Engineer / Staff Researcher, with the demonstrated ability to generate and develop concepts independently and to conduct independent research
APPOINTMENT SPECIFICATIONS								
Conditions of employment (contingencies)	none	none	may be contingent on availability of grant funds	not applicable -- Postdoctoral Fellows are not employees	not applicable -- Postdoctoral Fellows are not employees	may be contingent on availability of grant funds	normally contingent on availability of grant funds	normally contingent on availability of grant funds
Suggested immigration classification (if University sponsorship is required)	See BUISSO immigration sponsorship policies etc at: http://www.bu.edu/issso/administrators/index.html	J-1 Exchange Visitor status, if applicable. See BUISSO immigration sponsorship policies etc at: http://www.bu.edu/issso/administrators/index.html	J-1 Exchange Visitor status. See BUISSO immigration sponsorship policies etc at: http://www.bu.edu/issso/administrators/index.html	J-1 Exchange Visitor status. See BUISSO immigration sponsorship policies etc at: http://www.bu.edu/issso/administrators/index.html	J-1 Exchange Visitor status. See BUISSO immigration sponsorship policies etc at: http://www.bu.edu/issso/administrators/index.html	Varies. See BUISSO immigration sponsorship policies etc at: http://www.bu.edu/issso/administrators/index.html	Varies. See BUISSO immigration sponsorship policies etc at: http://www.bu.edu/issso/administrators/index.html	Varies. See BUISSO immigration sponsorship policies etc at: http://www.bu.edu/issso/administrators/index.html
Funding type: training grant, research grant, unrestricted	no unrestricted funding	research grant or unrestricted funds	research grant or unrestricted funds	typically, federal training grants: T32 (institutional), F32 (indiv)	Research grants (NSF, or NIH R, K, etc.) or unrestricted funds	Research grants (NSF, or NIH R, K, etc.) or unrestricted funds	Research grants (NSF, or NIH R, K, etc.) or unrestricted funds	Research grants (NSF, or NIH R, K, etc.) or unrestricted funds
Form of payment: stipend, payroll, not-paid	not-paid, eligible for per diem travel comp	payroll	payroll	stipend (947)	payroll	payroll	payroll	payroll
BU employee / non-employee	non-employee	employee	employee	employee	employee	employee	employee	employee
Appointment duration (number of years)	up to one year, renewable	up to one year, renewable	up to three years, typically minimum one year, renewable	up to three years, typically minimum one year, renewable	up to three years, typically minimum one year, renewable	up to three years, typically minimum one year, renewable	term	term
Assignment duration (number of months per year)	up to 12 months	up to 12 months	typically 100%	typically 12 months	typically 100%	typically 12 months	typically 100%	typically 12 months
Time % - Fraction of Full Time Effort	variable	variable	typically 100%	typically 100%	typically 100%	typically 100%	typically 100%	typically 100%
Limitation on time in rank	not applicable	not applicable	5 years	5 years	5 years	5 years	not applicable	not applicable
Periodic review - merit, performance, salary	not applicable	not applicable	annual	annual training performance review	annual	annual	annual	annual
Periodic review - reappointment	not applicable	not applicable	at least every three years	typically three months prior to end of appointment period, when applicable	not applicable	not applicable	at least every three years	at least every three years
Notice of termination	not applicable	not applicable	not applicable	not applicable	not applicable	not applicable	three months	three months
Principal Investigator eligibility	Per University and College/School policy	Per University and College/School policy	Per University and College/School policy	No	Per University and College/School policy	Per University and College/School policy	Per University and College/School policy	Per University and College/School policy
Consulting privileges	No	No	No	No	No	No	No	No
APPOINTMENT PROCESS								
Who initiates	Faculty member	Faculty member	Faculty member	Faculty member	Faculty member	Faculty member	Faculty member	Faculty member
Who concurs	Department head or center director	Department head or center director	Department head or center director	Department head or center director	Department head or center director	Department head or center director	Department head or center director	Department head or center director
Who approves	Dean	Dean	Dean	Dean	Dean	Dean	Dean	Dean
Search procedures	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
BENEFITS ELIGIBILITY								
Health/Dental insurance	none	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	defined by Training Grant - example, NIH: \$7,850 institutional allowance	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook
Sick time (paid)	none	institutional policy for employees of Grade 73 and above	employee benefits	as allowable per NIH guidelines: up to 15 days per calendar year	institutional policy for employees of Grade 73 and above	institutional policy for employees of Grade 73 and above	institutional policy for employees of Grade 73 and above	institutional policy for employees of Grade 73 and above
Vacation	none	institutional policy for employees of Grade 73 and above	employee benefits	as allowable per NIH guidelines	institutional policy for employees of Grade 73 and above	institutional policy for employees of Grade 73 and above	institutional policy for employees of Grade 73 and above	institutional policy for employees of Grade 73 and above
Leave of absence (unpaid)	none	institutional policy for employees of Grade 73 and above	employee benefits	None	institutional policy for employees of Grade 73 and above	institutional policy for employees of Grade 73 and above	institutional policy for employees of Grade 73 and above	institutional policy for employees of Grade 73 and above
Retirement benefits	none	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	None	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook
Tuition remission	none	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	None	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook
Life insurance	none	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	None	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook
Disability insurance (LT, ST)	none	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	None	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook	Please refer to HR Website or Benefits Handbook
ORIENTATION								
Who orients new individuals	Department	Department	HR	Department	HR	HR	HR	HR