

RESEARCH JOB FUNCTION

Statistician Family

Level	Function/ Roles	Experience/ Education (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
59 E	Statistician Manager I	<p>Master's degree in statistics required</p> <p>PhD preferred</p> <p>8+ years of relevant experience</p> <p>Advanced knowledge of statistical programming software in a research setting</p>	<ul style="list-style-type: none"> • Prioritizes, coordinates, assigns and monitors data management tasks and data analysis projects • Decides project time lines, staffing, data quality, sample selection and data collection • Provides direct reports with guidance on methodology and analyses • Ensures cross-team collaboration 	<p>IMPACT Significant impact on operations, resources, or University's reputation</p> <p>SCOPE Manages a department and provides advanced and complex statistical analysis for a highly specialized field</p>	<p>Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. Incumbents have discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion</p> <p>GIVEN Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

NOTE:

- 1) Individual positions will typically have most, but not necessarily all, of the Duties & Responsibilities listed
- 2) Grade Recommendations based on comparative review/analysis of internal positions and external market data.
- 3) E = exempt, N = non-exempt but outside HUCTW due to job content, grade and/or a Confidential / Supervisory exclusion