STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

RESEARCH ANALYST – ADVANCED SUPERVISOR

I. INTRODUCTION

A.   Purpose of This Classification Specification

This classification specification is the basic authority under Wis. Admin. Code ER 2.04 for making classification decisions relative to present and future professional supervisory positions which conduct research, perform statistical analysis, or develop and maintain statistical information reporting systems.   This classification specification is not intended to identify every duty which may be assigned to positions, but is intended to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the "best fit" of the duties within the existing classification structure. The "best fit" is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B.   Inclusions

This classification includes professional supervisory positions which conduct research, perform statistical analysis, or develop and maintain statistical information reporting systems. Positions require a professional knowledge of statistical or other quantitative research or analysis methods, or of the specific research methodology of a professional discipline such as history, demography, or psychology.   Positions in this classification provide information, interpretations, and analysis to program planners, evaluators, administrators, or the public, with the common feature of enabling these users to know or forecast key features of the environment of their activities. Positions allocated to this classification meet the statutory definition of supervisor as defined in Wis. Stats. 111.81(19).

C.   Exclusions

Excluded from this classification are the following types of positions:

1.   Positions which do not meet the statutory definition of professional as defined in Wis. Stats. 111.81(11) as administered and interpreted by the Wisconsin Employment Relations Commission.

2.   Positions which do not meet the statutory definition of supervisor as defined in Wis. Stats. 111.81(19) as administered and interpreted by the Wisconsin Employment Relations Commission.

3.   Positions in which research or analysis activities are subsidiary or incidental to carrying out other responsibilities such as the provision of direct services to clients or patients, the administration of a program of direct or administrative services, enforcement of regulations or assurance of compliance, development of plans for programs or facilities, or the evaluation and recommendation of action of programs, proposals, or policies.

4.   Positions with the primary purpose of performing computer programming and systems analysis, fiscal analysis, budget analysis, management analysis, or similar analytic functions identified in other classification series.

5.   Position performing applied or theoretical research in the natural or medical sciences, or which are identified in other classification series which are based on the specific discipline in which knowledge is required (e.g., economists).

6.   Positions which are more appropriately classified as Research Analyst 3-5 – Supervisor, based on their Factor Evaluation System point rating using the Research Analyst FES.

7.   All other positions which are more appropriately identified by other classification specifications.

D.   Entrance Into This Classification

Employes typically enter all positions within this classification by competitive examination.

II.   **DEFINITION**

RESEARCH ANALYST – ADVANCED SUPERVISOR

The positions in this classification are professional supervisory positions which conduct research, perform statistical analysis, or develop and maintain statistical information reporting systems. Positions require a professional knowledge of statistical or other quantitative research or analysis methods, or of the specific research methodology of a professional discipline such as history, demography, or psychology.   Positions in this classification provide information, interpretations, and analysis to program planners, evaluators, administrators, or the public, with the common feature of enabling these users to know or forecast key features of the environment of their activities. Positions allocated to this classification are point rated at 410 to 720 points using the Factor Evaluation system contained within the Factor Evaluation Guide section of the Research Analyst classification specification.   Positions allocated to this classification meet the statutory definition of supervisor as defined in Wis. Stats. 111.81(19).

III.   **QUALIFICATIONS**

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV.   ADMINISTRATIVE INFORMATION

This classification was created effective March 12, 2000 as a result of broadbanding study and announced in Bulletin CLR/SC-109 to describe professional supervisory positions which conduct research, perform statistical analysis, or develop and maintain statistical information reporting systems. These positions were formerly classified as Research Analyst 6-8 – Supervisor.

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