

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 6177200

Director Developmental Disabilities Research Institute, M-8

Brief Description of Class

The Director Developmental Disabilities Research Institute leads and directs comprehensive research programs at the Institute for Basic Research in Developmental Disabilities (IBR). The incumbent oversees the IBR's operations, including research departments responsible for conducting basic and clinical research examining the causes, treatment, and prevention of developmental disabilities; clinical operations; and specialized treatment centers.

This position is non-competitive and classified in the Office for People With Developmental Disabilities (OPWDD), IBR.

Distinguishing Characteristics

Director Developmental Disabilities Research Institute: one-position class; reports directly to the Commissioner of OPWDD or their designee; oversees IBR operations; and directs the Institute's research agenda, goals, objectives, and priorities.

Illustrative Duties

Director Developmental Disabilities Research Institute

Oversees all IBR programs, including the Jervis Clinic, research departments, education programs, and specialized treatment centers.

Directs the Institute's research agenda, goals, objectives, and priorities.

Supervises the development of scientific reports and publications; and evaluates the outcomes of research studies conducted by the Institute.

Develops and implements Institute-wide policies and procedures governing all operational areas of the organization.

Supervises the preparation of the IBR's operating budget, and the acquisition of grant funding to advance the Institute's research priorities.

Represents the work of the Institute at the State, federal, and international level; presents findings of significant scientific importance to interested parties, including the academic community and the public.

Minimum Qualifications

Director Developmental Disabilities Research Institute

Non-Competitive: a doctorate in medicine and six years of progressively responsible experience in clinical research, three years of which must have involved teaching as a faculty member of an approved medical school, and three years of which must have involved supervision and direction of a clinical research and teaching program which included the publication of research findings as an integral part of the program.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

Date: 3/2026

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