

## Announcement – NAOJ Fellow 2021

National Astronomical Observatory of Japan (NAOJ) invites applications for the positions of NAOJ fellow, in order to encourage highly qualified young researchers to participate in research activities at NAOJ. Please refer to the following URL:

<https://www.nao.ac.jp/en/about-naoj/employment/jobs-fellow.html>

1. Formal employment status of NAOJ fellow at the National Institutes of Natural Sciences (NINS, <http://www.nins.jp/> : Japanese only) consisting of five institutions including NAOJ, is project assistant professor, which is a full-time position (discretionary work type. Deemed working hours are 38h45min working hours/week) and based on annual salary system. Every year NAOJ selects several fellows (please see <https://www.nao.ac.jp/en/about-naoj/employment/jobs-fellow.html>).
2. The applicant must designate a host researcher among NAOJ research and academic staff, and should consult with the host researcher about the application and research plans. Please refer to the following list of NAOJ research and academic staff if needed. <https://www2.nao.ac.jp/~open-info/reslist/index.html> (If you need further information, please contact Dr. Masao Saito <masao.saito\_AT\_nao.ac.jp> (Replace\_AT\_with @-sign.) Subject of e-mail: “Question on NAOJ Fellow”)
3. The fellow will become a member of the project in NAOJ which their host researcher belongs to, and work at one of the NAOJ campuses at Mitaka (Osawa, Mitaka, Tokyo, Japan), Mizusawa (Mizusawa-Hoshigaoka, Oshu, Iwate, Japan), Nobeyama (Nobeyama, Minamimakimura, Minamisaku, Nagano, Japan) Hawaii (Hilo, Hawaii, the U.S.), and Chile (Santiago, Chile).
4. The research field of the applicants can be any field of astronomy or related researches being conducted at NAOJ. The affiliation of the fellow to a specific NAOJ project is only meant for administrative handling, and no functional duties will be imposed on the fellow; NAOJ fellow is expected to concentrate on research.
5. (1) The term starts at April 1, 2021 or later, but no later than September 30, 2021.  
(2) The term is for five years, including the probation period of six months. Annual review will be conducted. In case that the successful candidate was an NINS employee after April 1, 2013, the term may be set so that the total accumulated terms of the employment does not exceed ten years.
6. The applicant must have a PhD degree in astronomy or related fields by the starting date.

7. The application documents (To be prepared in English. Any other language will not be accepted) must include
  - (1) a curriculum vitae,
  - (2) a summary of past research activities (up to 4 pages),
  - (3) a numbered list of publications (List the following categories of papers separately:
    - (i) Refereed papers with individual citation counts of which you are the corresponding author,
    - (ii) Other refereed papers,
    - (iii) Non-refereed papers. For co-authored papers, list the names of all the authors.),
  - (4) an outline of research plan at NAOJ (up to 4 pages), and
  - (5) Two or more reference letters. Note that your host researcher cannot serve as a reference. Please ask your references to upload the letters directly to the NAOJ job application system shown in 9 before the deadline. Applicants are responsible for ensuring that the letters are submitted before the application deadline. The name of the person should be identified in the application cover letter.
8. The application documents and the reference letter must be received by 12:00 noon (JST) (3:00 UTC) on September 1, 2020.
9. (1) Applicants are required to apply via the NAOJ job application system on the web:  
<https://jobregister.nao.ac.jp/>  
Please fill out the form on the web and upload the documents specified on the application form. If it takes time to prepare the documents, applicants should be issued applicant ID and reference IDs in advance. Reference letters should be uploaded by persons who have written the letter for you directly, following the instruction shown on the application form. Reference IDs and passwords are required to upload reference letters, so please inform references of the issued reference IDs and passwords. The application documents should be converted to PDF (max 50MB each, 100MB in total, at most 10 files).  
\* Regarding an NAOJ host researcher who will accept your proposal, please refer to the NAOJ Research and Academic staff list (<https://www2.nao.ac.jp/~open-info/reslist/index.html>) as necessary and consult with him/her in advance.
- (2) For inquiries, please contact:  
Dr. Masao Saito  
Director of Research Coordination  
National Astronomical Observatory of Japan

JobRegister-contact-10\_AT\_ao.ac.jp (Replace \_AT\_ with @-sign.)

Subject of e-mail: "Question on NAOJ Fellow"

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10. (1) Selected candidates in the short list must be interviewed by the selection committee either face-to-face or via teleconference. The expenses for the interview will not be covered by NAOJ. The interview is planned to be held on September 28, 2020 (JST).
- (2) Final decision will be presumably made by the Advisory Committee of NAOJ which is scheduled at the beginning of November, 2020.
- (3)
  - The fellow will receive a monthly salary of 550,000 JPY plus compensation for commuting expenses (up to 55,000 JPY per month), and annual research funds of 1,000,000 JPY.
  - Social insurance will be applied. Bonus and retirement allowances are not provided.
  - The travel and relocation costs to NAOJ will be covered, subject to the travel regulations of NINS (the details have to be arranged with the administration office).
  - If the fellow is a resident outside the State of Hawaii and is taking up the fellow position at the NAOJ Subaru Telescope (Hilo, Hawaii), or if the fellow is a resident outside the Chile Republic and is taking up the fellow position at the NAOJ Chile (Santiago, Chile), allowance will be paid.
  - For the fellow position at NAOJ Subaru Telescope (Hilo, Hawaii), successful applicants will be hired through RCUH (Research Corporation of the University of Hawaii). Note that the salary and the monthly allowance will be paid in USD with the fixed exchange rate of 1 USD = 100 JPY.
  - Abiding by the Equal Employment Opportunity Act for Men and Women, NAOJ is committed to the realization of a society with gender equality. If two candidates are deemed equal in their performance evaluation, NAOJ will take positive action to employ women. For details, see <http://open-info.nao.ac.jp/danjokyodo/>
  - Information submitted in your application documents will not be used for any purpose other than the selection process and for contacting you with necessary notices in connection with the selection. Once the selection process is complete, we will securely dispose of all application documents and personal information, except for those submitted by the successful candidate.