

JOB VACANCY ANNOUNCEMENT

- Associate Professor, National Astronomical Observatory of Japan (NAOJ)

The National Astronomical Observatory of Japan (NAOJ) has a position open for Associate Professor who will assist the Project Manager to lead the NAOJ Thirty Meter Telescope (TMT) Project as deputy Project Manager in Japan.

1. Job Title: Associate Professor, one position

2. Division and Location: Thirty Meter Telescope (TMT) Project, NAOJ, Mitaka, Tokyo, Japan

The work location would be either of Hilo, Hawaii or Pasadena, California, in the United States of America in the future.

3. Area of Expertise: Astronomy and astrophysics or related fields of engineering

4. Job Description:

NAOJ has been playing a key role in the forefront of astronomical research worldwide, as demonstrated in the construction and operation of large-scale astronomical facilities such as Subaru Telescope, ALMA, and Thirty-Meter Telescope (TMT) in the effort to promote cutting-edge astronomy utilizing these advanced telescopes. Having successful experience in the Subaru Telescope, NAOJ plays a vital role in executing the TMT Project to build the extremely large optical and infrared telescope with a 30-meter primary mirror on Maunakea, Hawaii, through an international partnership. TMT is expected to provide astronomers in the world observational opportunities with greater telescope capabilities in 2030s and beyond, leveraged by the Subaru Telescope which offers a set of unique capabilities, including the ability to conduct wide-field surveys. The TMT Project is steadily working toward the construction and operation, bringing the partners' expertise and experiences to address challenges and impacts on timetables.

We invite applications for the associate professor position to lead the NAOJ TMT Project under the direct supervision of the NAOJ TMT Project Manager (PM). The incumbent is expected to mainly undertake the following duties and responsibilities:

- (1) Manage the NAOJ TMT Project in coordination with the TMT International Observatory (TIO) and other international partners;
- (2) Coordinate the NAOJ TMT Project with National Institutes of Natural Sciences (NINS) and the Ministry of Education, Culture, Sports, Science and Technology (MEXT) of Japan with its oversight committees;
- (3) Lead scientific investigations and/or instrument developments using the Subaru Telescope and other telescopes in collaboration with domestic and international partners as a precursor for TMT scientific activities; and

- (4) Foster Ph.D. students, early-career scientists, and engineers, technologists to develop their competencies and skills required for next-generation international projects.

After successful experiences in the project management, the incumbent is expected to play an active role in TIO management either in Hilo, Hawaii or in Pasadena, California.

5. Term of Appointment:

The selected candidate should be able to start the job as soon as reasonably possible after the job offer has been accepted.

The term of the contract will continue up to the end of the Japanese academic year in which the faculty reaches NAOJ's mandatory retirement age of 65.

Probation period: 6 months

6. Qualifications

- (1) Minimum Educational Requirement: Ph.D. or equivalent
- (2) Other Requirements: To have astronomical knowledge necessary to formulate specifications and develop science instruments through international collaborations with astronomical researchers, engineers, and contractors; and
- (3) Excellent communication skills, and a good command of both English and Japanese are also required in order to negotiate with the international partners and speak for the astronomical community in Japan to ensure its benefits, with understanding of situations of NAOJ and the community.

7. Required Application Materials: (All materials should be prepared in English. Any other language will not be accepted.)

- 1) A cover letter;
- 2) A curriculum vitae;
- 3) Publications list (separate refereed and non-refereed papers) and a list of patents (if any). Note that for publications as co-authors and joint patents, your roles should be clearly described.
- 4) A summary of your past research activities (including achievements in instrument or equipment development and experiences in international collaborations);
- 5) Your commitment and plan to fulfill the duties (including your research plan as needed);
- 6) Your address (e-mail and phone) for prompt contact and an email address of your current supervisor or line manager; and
- 7) Three or more reference letters. Reference letters should be written by faculty/staff with tenured positions. Reference letters from multiple countries are preferred. Please ask your references to upload their letters directly using the URL indicated in 9.(1) before the application deadline. Applicants are responsible for ensuring that the letters are submitted before the application deadline.

8. Application Deadline: 2022-3-18, 12:00 (noon) (Japan Standard Time)

9. Submission

- 1) Applicants are required to apply via the NAOJ Nextcloud on the web. Please access the application form at the following URL:

<https://forms.office.com/r/ErKtfB9Bae>

After you submit the initial form, you will receive an email showing the URLs for (a) uploading your application documents, and (b) for your reference letters.

Once you get the URL for your application documents, please upload the files corresponding to the documents (1) through (6) stated in 7. These files must be in a PDF format (max 50MB each, 100MB in total, at most 10 files). Please ask your references to upload their letters via the URL you receive for this purpose.

- 2) If you have any question related to the job description and other items, please contact:

E-mail address: usuda_AT_aoj.org (replace _AT_ with @)

Tomonori Usuda, Project Manager of the NAOJ TMT Project

Subject of e-mail: "Question on Associate Professor at NAOJ TMT Project"

- 3) If you have any question related to the other items, please contact,

E-mail address: apply-TMT-faculty20220318_AT_ao.ac.jp (replace _AT_ with @)

Subject of e-mail: "Question on Associate Professor at NAOJ TMT Project"

10. Labor Conditions:

- 1) Work Type and Work Hours:

The Discretionary Labor System for Professional Work shall be applied.

(Standard work hours: 38.75 hours/week, from 8:30 to 17:15 with an hour intermission)

- 2) Holidays:

Saturdays and Sundays, National Holidays, New Year holidays (December 29th - January 3rd),

Annual paid leave (20days: to be prorated for the first year), Summer holidays (3 days)

- 3) Social Insurances:

MEXT Mutual Aid Association (health insurance), Employees' Pension Insurance, Employment Insurance, Industrial Accident Compensation Insurance.

- 4) Remuneration:

Salary: The amount of an annual salary shall be determined based on the school career and job experiences in accordance with the NINS regulations (NINS, or the National Institutes of Natural Sciences, is an executive institute that manages NAOJ). The payment will be made monthly in 12 equivalents.

Allowances: Dependent allowance, residential allowance, commutation allowance, and the other allowances will be paid when the requirements based on the NINS regulations are all filled. The

equivalent of the term-end allowance and the diligence allowance shall be included in the annual salary.

Salary Increase: Once a year in accordance with the performance evaluation

Retirement Allowance: Shall be paid.

11. Remarks:

- Candidates selected in the final short list may be interviewed by the selection committee either via internet or face-to-face. The expenses incurred for the interview will not be covered by NAOJ.
 - NINS Employee Regulations shall be applied to this position.
 - Smoking is prohibited on the premises, excluding designated outdoor smoking areas.
 - Policy for Equal Employment Opportunity: 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.
 - If you have taken a leave(s) such as for maternity, child care, and/or family care, please indicate it in your curriculum vitae. We will consider it when assessing your performance.
- For further information about NAOJ's efforts to achieve gender equal society, see <https://www2.nao.ac.jp/~open-info/gender-equality/en/>
- 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.

12. Name of recruiter:

Inter-University Research Institute Corporation, National Institutes of Natural Sciences (NINS),
National Astronomical Observatory of Japan (NAOJ)