

JOB VACANCY ANNOUNCEMENT

Assistant Professor, National Astronomical Observatory of Japan (NAOJ)

NAOJ invites applications from female researchers for one assistant professor position as follows:

1. Job Title/Position: Assistant Professor (female), one position

2. One of the following divisions and locations:

- A) Subaru Telescope, @Mitaka or Hilo, Hawaii
- B) ALMA Project, @Mitaka or Chile
- C) Center for Computational Astrophysics, @Mitaka
- D) Mizusawa VLBI Observatory, @Mitaka or Mizusawa
- E) JASMINE Project, @Mitaka
- F) SOLAR-C Project, @Mitaka
- G) Public Relations Center, @Mitaka or Ishigaki

3. Area of Expertise: Astronomy and/or related fields

4. Job Description :

The National Astronomical Observatory of Japan (NAOJ) has been playing a key role at the forefront of global astronomical research, as demonstrated in the construction and operation of large-scale astronomical facilities as well as in the development of space-based instruments in an effort to promote cutting-edge astronomy. In parallel with these projects, the NAOJ Public Relations Center engages in various public outreach activities to disseminate NAOJ's scientific achievements to the public.

We invite applications from female researchers for one assistant professor position at NAOJ. The successful candidate for this position is expected to lead a project or scientific research related to the following projects and centers of NAOJ. Individual job descriptions and desirable qualities for each project and center are as follows:

- A) Subaru Telescope: A proactive female researcher or engineer who is interested in maintaining and improving the performance of large telescopes.

- B) ALMA Project: A female researcher who can contribute to strengthening the East Asia ALMA Regional Center during the implementation of ALMA2, and perform tasks related to data acquisition, both in terms of current operations and future planning, through active interface with international partners.
- C) Center for Computational Astrophysics: A female researcher interested in computational astrophysics and the operation of open-use computers.
- D) Mizusawa VLBI Observatory: A female researcher who will actively promote future projects such as SKA and global VLBI.
- E) JASMINE Project: A female researcher who can contribute to developing the infrared astrometry satellite, JASMINE (development of mission instruments and satellite system, or data analysis methods).
- F) SOLAR-C Project: A female researcher who can contribute to developing the SOLAR-C science instrument with a high-precision pointing interface and promote research through high-resolution solar spectroscopy.
- G) Public Relations Center: A female researcher who will serve as the head of the Public Relations Office or play an active role at the Ishigakijima Astronomical Observatory.

Responsibilities of this position require continuously demonstrating leadership and outstanding performance in research activities while fostering collaborations among NAOJ scientists and engineers to stimulate scientific productivity and development by making the best use of NAOJ's strengths. Fostering young scientists, including supervision of students in PhD programs, is also required as part of the position's responsibilities.

5. Terms of Appointment:

The successful candidate should be able to start working at NAOJ as soon as reasonably possible after accepting the job offer. The term of employment will continue up to the end of the Japanese academic year, in which the faculty reaches NAOJ's mandatory retirement age of 65. The hired candidate will undergo a six-month probationary period upon commencement of employment. A review for the continuation of employment as an assistant professor will occur during the fifth year. In case that the review may result that the successful candidate couldn't have fulfilled duties as an assistant professor

enough, the successful candidate would be requested to transfer to another position within NAOJ.

6. Qualification Requirements:

- (1) Minimum educational requirement: Ph.D. or equivalent; and
- (2) To have sufficient English language proficiency to take part in scientific/technical discussions in face-to-face meetings, video conferences, and teleconferences.

7. Required Application Materials: (*To 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.);
- (4) A summary of your past research activities, including international collaborations;
- (5) Your commitment and plan to fulfill the duties (including the project(s) or center(s) you wish to be assigned to, select from the seven projects/centers listed in 2.) with a detailed description of your research or development activities;
- (6) Three or more reference letters. Reference letters should be written by faculty/staff with tenured positions. 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.
- (7) Your contact address (email and phone) and the email address of your current supervisor or line manager.

8. Application Deadline:

2023-October-20 12:00 (noon) (Japan Standard Time)

9. Application Instructions:

9.1. How to Submit an Application:

Applicants are required to apply via the NAOJ Nextcloud on the web.

- (1) Please access the following URL for registration:

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

- (2) After you submit the registration form, you will receive an email showing the URLs for
 - (a) uploading your application documents and
 - (b) your reference letters.
- (3) Please ask your references to upload their letters via the URL shown in (2)(b).
- (4) Please upload the application documents (from 7. (1) through (5), (7) above) via the URL (2)(a). These files must be in PDF format (max 50 MB each, 100 MB in total, at most 10 files).

9.2. Contacts:

- (1) If you have any questions related to the job description and other items, contact;
E-mail: michitoshi.yoshida_AT_ao.ac.jp (replace _AT_ with @)
Attention to: Michitoshi Yoshida, Vice Director General, NAOJ
Subject: "Question on Female Assistant Professor"
- (2) If you have any questions related to the other items, contact,
E-mail: job04-assistantprof_AT_ao.ac.jp (replace _AT_ with @)
Subject: "Question on Female Assistant Professor"

10. Notes for Application:

- (1) Candidates selected in the final shortlist may be interviewed by the selection committee either in person or online. NAOJ will not cover any expenses associated with the interview.
- (2) If the selection committee determines that there are no qualified candidates for this position, this announcement may be closed without any selections.

11. Working Conditions:

- (1) Work Type and Work Hours:
The Japanese Discretionary Labor System for Professional Work shall be applied.
(Standard work hours: 38.75 hrs/week, from 8:30 to 17:15 (Japan Standard Time) with an hour intermission)
- (2) Holidays:
Saturdays and Sundays, Holidays set by NAOJ, New Year holidays (December

- 29th - January 3rd), Annual paid leave (20 days: to be prorated for the first year), Summer holidays (3 days), Bereavement leave
- (3) Social Insurance:
MEXT Mutual Aid Association (health insurance), Employees' Pension Insurance, Employment Insurance, Industrial Accident Compensation Insurance
- (4) Remuneration:
Salary: Annual salary shall be determined based on professional knowledge, skills, required education, and job experiences as per the NINS regulations (NINS, or the National Institutes of Natural Sciences, is an upper-level organization that manages NAOJ). Payments will be made monthly in 12 equal installments.
Allowances: Dependent allowance, residential allowance, commutation allowance, and other allowances will be paid to employees who meet the conditions outlined in the NINS regulations. An amount equivalent to the term-end allowance and diligence allowance will be included in the annual salary.
Salary Increment: Once a year in accordance with the performance evaluation
Retirement Allowance: Provided
- (5) Travel and relocation:
Eligible employees will be provided with a relocation travel package to NAOJ, subject to the travel regulations of NINS (details must be arranged with the administration office).

12. Miscellaneous:

- (1) This position is subject to the NINS Employee Regulations. The annual salary schedule indicated in Table (2) of the Research-Education Employee Base Annual Salary shall be applied to this position.
- (2) Policy for Equal Employment Opportunity: NAOJ is committed to diversity and inclusion in the workplace and strives to pay regard to advancing equality. To this end, this open recruitment has made use of positive action in accordance with Article 8 of the Equal Employment Opportunity Act for Men and Women (Special Provisions Concerning Measures for Female Workers).
- If you have taken a leave(s) for maternity, childcare, and family care, please indicate it in your curriculum vitae. We will take it into account when assessing your

performance.

For details, see <https://www2.nao.ac.jp/~open-info/gender-equality/en/>

- (3) Smoking is prohibited on the premises excluding designated outdoor smoking areas.
- (4) 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 those submitted by the successful candidate.

13. Recruiting Institution:

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