

JOB VACANCY ANNOUNCEMENT

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

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

1. Job Title/Position: Associate Professor (female), one or two positions

2. Division and Location: To be decided after selection

(Scope of possible changes) Place designated by NINS / NAOJ

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 in the forefront of astronomical research worldwide, as demonstrated in the construction and operation of large-scale astronomical facilities such as Subaru Telescope, ALMA, supercomputers for astrophysical simulations, and TMT (Thirty-Meter Telescope) as well as in the development of space-based instruments, in the effort to promote cutting-edge astronomy utilizing these advanced telescopes. NAOJ has the Advanced Technology Center (ATC) as the research center for advanced technology development to support these important astronomical programs, the Astronomical Data Center (ADC) as the archive center for utilizing the astronomical data produced by these facilities and programs, and the Public Relations Center (PRC) for public outreach activities.

We invite applications from female researchers for one or two associate professor positions at the NAOJ. The successful candidate for this position is expected to lead a project or science(s) related to the large-scale astronomical facility or the space astronomical program(s), lead a development program(s) at the ATC or the ADC, or promote public relations at the PRC. The successful candidate is expected to explore new possibilities in astronomy and to take an initiative in promoting scientific activities that make impact on relevant research fields as well. Responsibilities of this position require continuously demonstrating leadership and outstanding performance in research activities, and also fostering collaborations among NAOJ scientists and engineers to stimulate productivity of science and development by making the best use of NAOJ's strengths. Fostering young scientists including supervising students in PhD programs is also required as part of the responsibilities.

(Scope of possible changes) Research and Teaching Activities designated by NINS / NAOJ

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 the contract will continue up to the end of the Japanese academic year in which the candidate reaches NAOJ's mandatory retirement age of 65. The hired candidate will undergo a six-month probationary period upon commencement of employment.

6. Qualification Requirements:

(1) Minimum education 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 with number of citations from ADS),
- (4) A summary of applicant's 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) 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:

2024-08-30, 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/GeKV9q4mQC>

(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 Associate Professor"

(2) If you have any questions related to the other items, contact;

E-mail: job02-associateprof_AT_nao.ac.jp (replace _AT_ with @)

Subject: "Question on Female Associate 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), Refreshment leave (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)