

Job Announcement for a Specially Appointed Assistant Professor (Tenure-track system)
at the Institute of Space and Astronautical Science,
the Japan Aerospace Exploration Agency

The Japan Aerospace Space Exploration Agency (JAXA) is seeking to recruit a specially appointed assistant professor (fixed-term academic staff) for the Department of Solar System Sciences, Institute of Space and Astronautical Science (ISAS), as described below:

1. Title and Number of Position(s)

One Specially Appointed Assistant Professor (Fixed-term Academic Staff)

Institution URL: <http://www.isas.jaxa.jp/en/index.html>

Department outline: <http://www.isas.jaxa.jp/en/about/organization/solarsystem.html>

2. Department

Department of Solar System Sciences, Institute of Space and Astronautical Science (ISAS)

3. Summary of Position (Duties and Required Abilities)

The Institute of Space and Astronautical Science is strategically advancing sample return missions from small bodies such as "Hayabusa", "Hayabusa2", and "MMX". ISAS/JAXA recognizes landing exploration on gravity objects as one of the most important items for future scientific exploration of the solar system, and intends to promote it by fusing space science and space engineering and further enhancing the function of shared use of universities. Department of Solar System Sciences has been promoting these space science programs and it maintains and further develops the technology obtained in the development of satellite-borne instruments so far. Department of Solar System Sciences will promote developing new satellite-borne instruments that will be necessary for the future planetary exploration. In order to accelerate the development of the instruments that ISAS can demonstrate its advantage, ISAS will recruit a specially appointed assistant professor who can play a central role in the development of satellite-borne instruments for solid planetary exploration, including landing exploration of gravitational objects, as his/her research subject.

The specially appointed assistant professor (fixed-term academic staff) recruited this time shall (1) promote planetary exploration by competitive small-class missions and promote participation in international large-class missions as a core member of the mission development team by working closely with ISAS and other team members as well as Japanese and foreign industrial partners for maximizing scientific results, (2) develop science instruments necessary for solid planet exploration including landing exploration on gravitational objects and contribute to the promotion of planetary science from exploration.

To carry out the above duties, the specially appointed assistant professor must meet at least the following conditions.

- He/she possesses a record of contributing to a space science satellite program, such as the development and operation of satellite-borne science instruments.
- He/she has the ability to utilize his/her knowledge in anticipation of future developments in solar system science, regardless of the field of specialization so far.
- He/she is capable of supervising graduate students.

ISAS/JAXA functions as a hub for the space science activities in Japan. While ISAS is a science institute of Japanese space agency JAXA, it is also embedded in the collaboration network among Japanese universities. Flight projects are the keys to promoting space science. In the network, ISAS, teaming up with other JAXA members as well as academic members outside JAXA, plays the special role of materializing flight projects. Thus, ISAS members are expected to play vital roles in running the projects.

We are looking for a highly motivated staff who can carry out his/her academic research in a project-oriented style, in collaboration with university researchers under the inter-university framework. Active participation to various JAXA projects and R&Ds to demonstrate his/her academic expertise is also expected. Human resource development for future space development and utilization is anticipated as natural outcome of the above-mentioned activities.

4. Eligibility

- (1) PhD degree is required (including expected PhD by the date of adoption)
- (2) Applicants must have degrees earned within eight years, in principle, from the hire date, or are expected to earn their degrees by the hire date.

5. Commencement of Assignment

At the earliest possible date after selection. Some coordination might be needed according to JAXA's budget situation.

6. Employment Status

Full-time

7. Terms

The contract term shall be within the fiscal year, and the renewal of the contract term shall be limited to within five years from the commencement of the initial employment contract.

8. Interim Evaluation and Performance Review

- (1) The successful applicant will, by consulting with the research director, the program director of space

science, the project manager of a relevant space science project and the director of a relevant department, make necessary modifications to the research plan submitted upon application. This modification should be intended to make a tenure-track career plan into a clearer shape within five years and should be made soon after the beginning of the track.

- (2) An interim evaluation is positioned approximately two years after the beginning of the track.
- (3) After the interim evaluation and before the end of the term, a review of performance during the tenure-track period will be made. A performance review can be held up to twice during the interval. When the review finds the specially appointed assistant professor to possess expertise that is indispensable for the future of ISAS, an associate professor position at ISAS will be tenured. The performance review can be held simultaneously with the interim evaluation at earliest.
- (4) The interim evaluation and the performance review will be conducted by forming a committee that includes directors at ISAS as well as external members from relevant academia.

9. Viewpoints of Performance Review

The performance review shall be conducted from the viewpoints listed below. These are the points inspected upon selection from among candidates who apply in response to the job announcement of an associate professor position at ISAS. An associate professor at ISAS is expected to show good leadership in ISAS activities and to indicate a future vision that is shared by members of an academic group who work together toward a common goal.

- (1) In project-related work, did a specially appointed assistant professor's expertise lead to the high performance that is expected of a project core team member? Was the output substantial enough to make the assistant professor a strong candidate for a senior position in the project team, such as project scientist or project engineer?
- (2) In addition to project-related work, did the assistant professor produce high-quality research results? Were the results of good enough quality to receive high evaluation of the relevant academia, or her/his possibilities for the future?
- (3) Did the assistant professor show good leadership to young colleagues that encouraged them to perform better in project-related work or to make significant progress in research?
- (4) Through the experiences gained during a tenure-track career, has the assistant professor reached a future vision in any area of astronomical science that may be relevant to the future of ISAS? Is the future vision (or, will the future vision be) attractive enough to be shared by an academic group that works together towards the goal indicated in it, or show high possibilities of doing so?

10. Duty location

JAXA Sagami-hara campus (ISAS), Kanagawa, Japan

11. Position

Specially Appointed Assistant Professor, ISAS (Fixed-term Academic Staff, JAXA)

12. Terms and Conditions

- (1) Based on JAXA rules and regulations
- (2) Salary will be determined under the provision of JAXA wage rules and regulations, taking into account ability and experience.
- (3) Research funding: JPY1,000,000 is paid as traveling and research expenses every year
- (4) Working days: Monday – Friday, except Japanese national holidays, new-year holiday(12/29-1/3), Annual Leave (20days), Work-Life-Balance Leave(7days), celebration or condolence leave, maternity leave, child-care leave, care leave, nursing leave, volunteer activities, etc.
- (5) Office hours: 9:30-17:45, in principle, with a recess from 12:15 to13:00 (however, a discretionary labor system is applied).
- (6) Overtime work: may be required (however, a discretionary labor system is applied, and working hours per day are regarded as 7.5 hours).
- (7) Lodgings: lodgings suitable for a family or a single occupant may be provided under the provision of JAXA in consideration of the nature of the work. (Lodging term is limited to 7 years.) Alternatively, an allowance for lodging shall be paid.
- (8) Social insurances (health insurance, pension plan, etc.) will be provided in full.

13. Application Documents

Submit one copy each of the following:

- (1) Curriculum vitae
- (2) Research career
- (3) List of papers (with impact factors or citation number)
- (4) Summary of previous research and outline of future research plan (including contribution to projects and ambitions for educational activities. The three items expected of the successful candidate in “3. Summary of Position” should be born in mind.)
- (5) List of awarded research funds through competition (type of funds, amount, principal investigator or co-investigator)
- (6) Contact information of two referees (names, affiliation, telephone numbers, and e-mail addresses for a direct inquiry from JAXA). If you are recommended by others, please provide two letters of recommendation.
- (7) Photocopies of major research papers or other publications (with three papers) published in refereed academic journals

Note: The following documents must be submitted only by residents of the European Economic Area (EU).

- (8) Consent form for handling personal information based on GDPR (Form 1)
Form 1 can be downloaded from the “14. Submission” website.

14. Submission:

Submit the application through the following website:

<https://isas-appli-form.jaxa.jp/forms1/1614237124>

following the instructions on the site.

All of the files to be uploaded shall be in pdf format. Note that documents (2) to (5) need to be merged into one pdf file.

Referees will be asked to upload their recommendations directly to the website.

Application delivered in person or by mail shall not be accepted.

15. Application Deadline:

Friday, July 2, 2021, 12:00(JST).

Applies to both web input and all necessary files, including letters of recommendation for recommended applicants.

Please access the above website and check how to submit necessary documents for application (including letters of recommendation if the applicant is recommended by others) as soon as possible. If application is made too close to the deadline, it will be difficult for recommenders to submit a letter of recommendation. Please secure enough lead time so that all the necessary documents will be ready before the deadline.

16. Contact at the Department of Space Flight Systems:

Institute of Space and Astronautical Science, JAXA

Director of Department of Solar System Sciences:

Prof. Yoshifumi Saito

E-mail: saito.yoshifumi@jaxa.jp

For inquiries regarding Application Submission in Section 14:

Management and Integration Department

Human Resources Section

E-mail: ISAS-JINJI@ml.jaxa.jp

17. Other Remarks

Applications will be examined and selected by the Advisory Council for Research and Management of ISAS, JAXA.

The selection process will be performed in a manner consistent with the peer review process of LEADER. If the applicant is younger than 40 years old on April 1, 2022, he or she is required to apply also to the Job Announcement for Leading Initiative for Excellent Young Researchers (LEADER) in the following website address

<https://www.jsps.go.jp/english/e-le/index.html>

Traveling expenses necessary for the examination and selection shall be borne at the applicant's own expense. ISAS/JAXA actively welcomes female applicants.

<Handling of Personal Information>

The personal information provided to ISAS/JAXA will be used and handled solely for the selection purpose. ISAS/JAXA will discard all personal information of unsuccessful applicants after the selection.

※<Consent form for handling personal information based on GDPR>

For the purposes of affairs related to the selection and human resource management, JAXA needs to collect your personal data requested in the present form.

You may at any time object to the use of your data for this purpose by writing to the following address: ISAS-JINJI@ml.jaxa.jp

You will find below all the detailed information concerning this processing of your personal data and a reminder of your rights, in application of the legislation in force.

JAXA, willing to respect the privacy and protection of personal data of its prospects and clients, complies with the legislation in force regarding the protection of personal data as data controller, and in particular Law no. 78-17 of 6 January 1978 (the “Data Protection Act”) and, from 25 May 2018, Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and the free movement of such data (the “GDPR”).

JAXA does not transfer personal data to third countries or parties outside the European Economic Area.

Personnel who transfers from National University Corporation, etc.* (hereinafter referred to as “previous position”) to JAXA Educational Employee will be treated under the following contents. However, personnel who have received his/her retirement allowance (including the equivalent payment) is excluded.

* National University Corporation, Inter-University Research Institute Corporation, National Institute of Technology, National Institution for Academic Degrees and Quality Enhancement of Higher Education, and National Center for University Entrance

1. Period of Employment concerning Year-End Allowance
Employment period to the previous position will be added up to the tenure as a JAXA Educational Employee.
2. Regional Adjustment Allowance Guarantee
Regional adjustment allowance is guaranteed based on JAXA’s regulations, considering the work location on the day before the starting day at JAXA, in case of necessity.
3. Payment Requirements for Business Bachelor Allowance
Allowance may be paid for those who is continuingly a business bachelor from the previous position, only in case of fulfilling the requirements based on JAXA’s regulation.
4. 4. Days of Annual Leave

Remaining days and time of the annual leave from the previous position will be taken over.
Therefore, JAXA will need the acquired results of annual leave at the previous position.