

Application Guideline for Specially Appointed Assistant Professor (Tenure-track system)  
at the Institute of Space and Astronautical Science, JAXA

1.	Position	Specially Appointed Assistant Professor (Tenure-track system)
2.	Number of Positions	1
3.	Affiliation	Department of Solar System Sciences, Institute of Space and Astronautical Science (ISAS)
4.	Work Location	JAXA Sagamihara Campus (3-1-1 Yoshinodai, Chuo-ku, Sagamihara, Kanagawa, JAPAN)  <Scope of changes> Locations determined by the agency in the case of changes due to personnel transfers, organizational restructuring, etc. When telework is performed according to the organization's rules, its location is also included.
5.	Starting Date	April 1st, 2025 or the earliest possible date thereafter
6.	Employment Status	Full-time
7.	Term of Employment	The contract term shall be within same fiscal year, and with the renewals limited up to 5 years starting from the initial hiring date.
8.	Detailed Job Duties and Desired Candidate	<p>JAXA/Institute of Space and Aeronautical Science (ISAS) has successfully conducted lunar and planetary exploration missions such as KAGUYA, HAYABUSA, and HAYABUSA2, and has produced scientific data of world-class quality. In addition to domestic missions such as SLIM, Destiny+, and MMX, JAXA also plays an important role in overseas planetary exploration missions such as JUICE and HERA, and is expected to produce more scientific data in terms of quality and quantity in the future.</p> <p>ISAS is seeking researchers who will be responsible for the development of data dissemination systems and archiving technologies to produce scientific results for the future small body exploration and comprehensive landing exploration of gravitational bodies, that the Department of Solar System Sciences will conduct in the future. For this purpose, ISAS will recruit a specially appointed assistant professor who will work closely with the ISAS Lunar and Planetary Exploration Data Analysis group and related universities and institutes to promote the development of the data analysis center and the current and future small body and planetary exploration data archives. The successful candidate will be expected to lead the</p>

community and emerge internationally through the creation of new science and new missions.

The successful candidate is expected to be a core member of the Hayabusa2 extension mission, focusing on the Hayabusa2 data archive and promotion of scientific applications of the data.

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

- He/she has experience in research in the field of planetary science, possesses a record of contributing to lunar and planetary exploration, and has excellent achievements which have been highly recognized within the international community of researchers.
- 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 supporting to teach and direct 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.

<Scope of changes> None

(If there is a change beyond the work related to the above content, the contract will be revised)

9.	Goal Setting	<p>The successful candidate is expected to set his/her own goal in line with the following tenure review perspectives.</p> <p>(Notes) After tenure is granted, the associate professor must develop activities appropriate to the position. In other words, demonstrating leadership in ISAS, to present his/her vision to academic communities, and to form a group that shares the vision. Based on these expectations, the candidate is required to set his/her own goal in line with the steering tenure review perspectives.</p> <ol style="list-style-type: none"> <li>1) Demonstrated the qualities as a key member by applying his/her expertise in the performance of project-related duties and, as a result, achieved notable results heled important by the project.</li> <li>2) Promoted project activities and produced research results including those related to them in a balanced manner. The research results should be highly regarded or recognized for their potential in relevant academic fields both domestically and internationally.</li> <li>3) Provided guidance or assistance to early-career researchers, including graduate students, early-career project members, and corporate engineers in companies through leadership led to smooth progress of the project and development of research.</li> <li>4) Acquired a vision for the future in one of the fields of space science, based on the experience of promoting research while working on projects as an assistant professor. Presented his/her vision to the relevant academic community and formed a group to share the vision, or have a high potential to form a group to share the vision.</li> </ol>
10.	Interim and Tenure Reviews	<ol style="list-style-type: none"> <li>1) After being hired, the specially appointed assistant professor will discuss the goal he/she has set for himself/herself with the research director, the program director of space science, the project manager of a relevant space science project team, and the director of a relevant department to which he/she belongs, based on the contents provided upon application. In this discussion, the research plan will be detailed with the goal of being granted tenure within five years.</li> <li>2) An interim review will be conducted approximately two years after the hire date to confirm the progress of the research plan.</li> <li>3) After the interim review, tenure reviews will be conducted up to two times before the end of a fixed term. If the Advisory Council for Research and Management of ISAS, JAXA determines that the specially appointed assistant professor have been achieved the set goal, he/she will have been achieved, he/she will be employed as a tenured associate</li> </ol>

		<p>professor. If his/her achievements will be outstanding, an early tenure review will be conducted at the same time as the interim review.</p> <p>4) The interim and tenure reviews will be conducted by a committee composed of experts in the relevant fields including who are not affiliated with ISAS.</p>
11.	Research Support	<p>An ISAS internal committee will provide appropriate advice to achieve the goal of attaining leadership in an academic community through mission realization.</p> <p>¥1,000,000 is provided as traveling and research expenses every year.</p>
12.	Salary	<p>Salary will be determined under the provision of JAXA wage rules and regulations, considering qualifications and experience.</p> <p>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. Alternatively, an allowance for lodging shall be paid.</p>
13.	Working Hours	<p>In principle, the Discretionary Labor System for Professional Work shall be applied.</p> <p>Working hours are basically from 9:30am-17:45pm. The break time shall be 45minutes if the working hours per day exceed 6 hours, and 1 hour if the working hours exceed 8 hours. Regardless of the above, those who apply the Discretionary Labor System for Professional Work shall have a deemed working time hours of 7 and 30minutes per day.</p> <p>Overtime work may be required depending on the work situation.</p>
14.	Holidays	Saturdays and Sundays, National Holidays, New Year Holidays (December 29th - January 3rd), others when JAXA deems it necessary, etc.
15.	Vacations and Leave	Paid Annual leave, WLB (Work Life Balance) annual leave, celebration or condolence leave, maternity leave, child-care leave, care leave, nursing leave, etc.
16.	Social insurance	Social insurances (health insurance, pension plan, etc.) will be provided in full.
17.	Required Qualifications	<p>(1) PhD degree is required (including expected PhD by the date of adoption).</p> <p>(2) At the time of employment, the candidate must have degrees earned within the last 8 years, or is expected to earn by the date of employment. However, with regard to “within the last 8 years”, the duration of maternity/postnatal leave, child-care leave, and other special circumstances taken after degree acquisition shall be excluded.</p>
18.	Application Documents	(1) Curriculum vitae

		<p>(2) Research history and summary</p> <p>(3) List of published papers (with DOIs)</p> <p>(4) List of awarded research funds through competition. Specify a type of funding, amount, and a role (e.g. principal investigator/co-investigator)</p> <p>(5) Goal to be set (must be based on "9. Goal Setting")</p> <p>(6) Declaration of past criminal penalties, administrative penalties, disciplinary measures, etc., including sexual harassment, assault and violence (Disclose all penalties on freeform, can also be stated in (1) CV.</p> <p>(7) Names, affiliations and contact details (phone numbers and email addresses) of two individuals who can provide opinion about the candidate.</p> <p>(8) Copies of major research papers (up to 5) published in peer-reviewed or refereed academic journals</p>
19.	Submission	<p>Applicants are required to apply via the following website. Please access the application form at the following URL:</p> <p><a href="https://isas-appli-form.jaxa.jp/forms1/1724290349">https://isas-appli-form.jaxa.jp/forms1/1724290349</a></p> <p>(Notes)</p> <ul style="list-style-type: none"> <li>•All the documents must be submitted in PDF format.</li> <li>•Note that documents (2) to (6) should be merged into one PDF file.</li> <li>•Application delivered in person or by mail shall not be accepted.</li> </ul>
20.	Application Deadline	<p>November 13th, 2024, noon (JST)</p> <ul style="list-style-type: none"> <li>•Data entry and submission of all the required documents must be completed by this deadline through the website.</li> </ul>
21	Contact Information	<p>Director of Department of Solar System Sciences  Prof. Yoshifumi Saito  Email: saito.yoshifumi[at]jaxa.jp*</p> <p>For inquiries regarding application submission as in Section 19:  Human Resources Sectio/Management and Integration Department  E-mail: ISAS-JINJI[at]ml.jaxa.jp *</p> <p>*Please replace [at] in the email address with @.</p>
22.	Others	<p>(1) Applications will be examined and selected by the Advisory Council for Research and Management of ISAS, JAXA.</p> <p>(2) Information submitted in your application documents will not be used for any purpose other than the employment 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</p>

documents and personal information, except for those submitted by the successful candidate.

- (3) In order to properly implement security export control based on the Japan's Foreign Exchange and Foreign Exchange Act, it is necessary to submit a declaration pertaining to "Specific category" regulated by the act. Depending on the contents of the declaration, necessary adjustment for appropriate duties such as scope of secondary careers could be made.
- (4) Please also check the notes on JAXA website\* before applying. \*  
<https://global.jaxa.jp/about/employ/index.html>